

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, November 28, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Jeff Bailie, Dan Kline, and Jennifer Landguth. Staff present includes: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Julie Jensen and City Council, Chad Lewis. Others present include: Public Works Engineer, Rod Johnson. Board member, Mike Diedrich; Accounting and Administration Manager, Jarrett Breuninger; and Rapid City Area Schools liaison, Darren Paulson entered later in the meeting.

After review of the meeting agenda, motion was made by Bailie and seconded by Kline **to approve the agenda as presented.** Upon vote being taken, the motion carried unanimously.

General Public Comment

None

Minutes

Motion was made by Bailie and seconded by Kline **to approve the minutes of the November 14, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Paulson entered the meeting.

Bill List

The 2017 Bill List for November 28 was audited.

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| 28 AMXS BOOSTER CLUB | 1041.08 |
| 28 LRS SURE BET ASSOCIATION | 237.88 |
| 28TH CONTRACTING SQUADRON UAC | 87.75 |
| ACE HARDWARE-WEST | 23.56 |
| ALSCO INC | 1872.97 |
| BLACK HILLS CHEMICAL CO INC | 403.99 |
| CARQUEST AUTO PARTS | 42.24 |
| CASH-WA DISTRIBUTING COMPANY | 10259.43 |
| CD PRO-POWER CORDS INC | 740.54 |
| CHEXCEL | 25.00 |
| CHRIS SUPPLY COMPANY INC | 92.52 |
| CITY OF RAPID CITY | 11446.86 |
| CONVERGINT TECHNOLOGIES LLC | 433.88 |
| CRESCENT ELECTRIC SUPPLY CO | 22.45 |
| CRUM ELECTRIC | 413.89 |
| DAKOTA BATTERY/ELECTRIC | 19.46 |
| DENNIS SUPPLY | 337.24 |
| DEPOT MUSIC | 161.50 |
| DIAMOND VOGEL PAINT CTR | 146.95 |
| DOOR SECURITY PRODUCTS INC | 108.42 |
| E & J SPECIALTIES INC | 126.50 |
| FISHER BEVERAGE COMPANY INC | 6144.90 |
| FMG INC. | 862.75 |
| FOOD SERVICES OF AMERICA | 902.15 |
| GOLDEN WEST TECHNOLOGIES INC | 1000.00 |
| HEARTLAND PAPER CO | 10554.34 |
| HILLYARD INC. / SIOUX FALLS | 22.53 |
| JANTECH LLC | 275.00 |
| JOHNSON BROTHERS OF SD | 3062.88 |
| JOHNSON MACHINE INC. | 31.68 |
| K & D APPLIANCE SERVICE INC | 187.58 |
| KATOM RESTAURANT SUPPLY | 1826.65 |
| KIEFFER SANITATION INC | 2822.82 |

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| KNECHT HOME CENTER | 74.62 |
| KONE INC | 1173.01 |
| M G OIL CO | 588.96 |
| MATHESON TRI-GAS INC | 117.40 |
| MAVERICKS | 434.50 |
| MENARDS | 53.53 |
| MONEY HANDLING MACHINES INC | 2130.00 |
| NORTHERN TRUCK EQUIPMENT CORP | 159.60 |
| NORTHWEST PIPE FITTINGS INC | 3202.02 |
| PACIOLAN INC | 135.00 |
| PRINT MARK-ET | 199.65 |
| PROUD PROFESSIONALS | 1274.45 |
| QUALITY BRANDS OF THE BLACK HILLS | 3000.00 |
| R & R SPECIALITIES INC | 79.80 |
| RAINBOW GAS CO | 2426.41 |
| RAPID CITY JOURNAL - ADVERTISING | 149.08 |
| REPUBLIC NATIONAL DISTRIBUTING COMPANY | 884.03 |
| SERVALL UNIFORM/LINEN CO INC | 135.68 |
| SIMPSON'S PRINTING | 3093.50 |
| SOUTH DAKOTA SCHOOL OF MINES & TECHNOLOGY | 684.99 |
| SOUTHERN GLAZER'S OF SD | 963.60 |
| SYSCO MONTANA INC | 1120.89 |
| THYSSENKRUPP ELEVATOR CORP | 426.00 |
| ULINE INC | 2256.41 |
| UNITED PARCEL SERVICE INC | 12.95 |
| US FOOD SERVICE | 4893.77 |
| US WATER SERVICES INC | 3080.34 |
| VAST BUSINESS | 2698.44 |
| VERIZON WIRELESS | 1922.67 |
| WEST RIVER TRAILER SALES | 1575.50 |
| Total | 94,684.19 |

Motion was made by Landguth and seconded by Bailie and carried **to authorize the Finance Officer to issue warrants or treasurers checks, drawn on proper funds, in payment thereof.**

Diedrich entered the meeting.

Executive Director's Update

Baltzer stated he did not have anything to report today.

Liaison Reports

Julie Jensen – Visit Rapid City: Jensen stated the task force that worked on last year's LNI welcoming is back together to work on festivities for this year's event. The task force agreed that each year they want the welcoming to be as big as or bigger than the 40th anniversary celebration. This year there will also be a corporate hand game competition on Friday, December 15th beginning at 11:00 a.m. The entrance fee will go towards an award and to the LNI directly.

Jensen explained at the last SD High School Athletic Association board meeting the cost of hotels was discussed. The Bid Board and VRC are writing letters to explain that people looking for rooms can contact the VRC and they will help find a more affordable property. Jensen feels Rapid City has the supply of rooms available, the properties just may not have all the extra amenities people want, which can drive the cost of the room up.

Jensen explained the Hotel Bid Board has decided to cut marketing funding to the stock show and the rodeo as it does not seem the extra efforts have helped with increasing attendance for the stock show and the rodeo events. The Bid Board understands how important these events are to the community but need to work on other events also to help fill hotel rooms and increase economic impact to Rapid City.

Breuninger entered the meeting.

Chad Lewis – Council Liaison: Lewis gave a brief overview of items happening at City Council: property that was originally bought for a new Fire Station has been sold; City is buying out the school portion of the City/School administration building as the school is moving into the old Black Hills Energy building. Having the offices available will help bring other City offices that are housed elsewhere under one roof.

Lewis stated he attended the National League of Cities conference in North Carolina; he was able to visit and tour some of the arenas and facilities throughout the city. Lewis wanted to comment that all of the facilities are within the downtown area and do not have any parking lots designated to them; all three facilities sell out on a regular basis.

Darren Paulson – School Liaison: Paulson stated it has been a busy month with three state events with the most recent being the State Combined Volleyball tournament. Paulson explained with this event being a combined tournament it will go back and forth between Rapid City and Sioux Falls. Paulson does have concerns with some of the equipment and feels it will need to be looked at for next time. Paulson stated next weekend is the Rapid City Regional Wrestling Tournament which will bring in a total 38 teams from 3 states.

Paulson left the meeting.

Financial Information

Breuninger discussed the working financial papers as of and ending in the month of October 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information.

Miscellaneous:

1) Rushmore Hall Project

Johnson handed out the professional services agreement with Skyline Engineering for the Rushmore Hall Renovations Phase 1 then explained. Discussion followed. Board would like to see a matrix that shows what is going to be done within this scope of the contract and what will be done outside of this contract and what may not get done at all. Baltzer stated he will have a matrix put together and brought to a special Board meeting or the next Board meeting. Johnson feels two weeks is critical and would like approval the agreement today. Motion was made by Bailie and seconded by Landguth **to approve the professional services agreement with Skyline Engineering for the project of Rushmore Hall Renovations.** Upon vote being taken, the motion carried unanimously.

Jensen left the meeting.

2) Executive Session – Permitted by SDCL 1-25-2 (1), (3), and (4)

Motion was made by Kline and seconded by Bailie **to go into executive session for the purposes permitted by SDCL 1-25-2 (1), (3), and (4).** Upon vote being taken, the motion carried unanimously.

Diedrich left during Executive Session.

Motion was made by Kline and seconded by Landguth **to come out of executive session.** Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Kline and seconded by Landguth **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:56 a.m.

I certify a true and accurate accounting of the minutes of the meeting.

Sandra Arnold, Administrative Assistant

Date