

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, February 13, 2018**

Chair of the Board, Donna Winkler called the meeting to order at 8:19 a.m. with the following Board members present: Jennifer Landguth, Gary Brown, and Dan Kline. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Accounting and Administration Manager, Jarrett Breuninger; Director of Corporate Sales, Ivan Brown; and Administrative Assistant, Sandra Arnold. Others present include: Central States Fair Representative, Ron Jeffries.

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

General Public Comment

None

Minutes

Visit Rapid City Liaison, Julie Jensen emailed yesterday with a couple of corrections; add "considering" after the word "is" within the sentence ...Sioux Falls Premier Center is..., add "could" in the last sentence after "this", and change "Immersion" to "Museum" in the second paragraph. Motion was made by Landguth and seconded by Brown **to approve the minutes of January 23, 2018, meeting as amended.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2018 Bill List for February 13 was audited.

ALL METAL MANUFACTURING INC	830.00
ALSCO INC	1918.31
ATHLETICA/SPORT SYSTEMS UNLIMITED	614.00
BEST BUY BUSINESS ADVANTAGE ACCOUNT	79.99
BLACK HILLS INDUSTRIES INC	200.00
BORDER STATES ELECTRIC SUPPLY	2136.57
CASH-WA DISTRIBUTING COMPANY	24269.44
CBH COOPERATIVE	338.00
CDW GOVERNMENT INC	140.82
CENTURY GLASS INC	1107.63
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	133.72
CITY OF RAPID CITY	2166.70
COCA-COLA OF THE BLACK HILLS	29131.10
COLD FRONT DISTRIBUTION LLC	700.56
COMPLETE HVAC SERVICE & INSTALLATION	1680.65
CONVERGINT TECHNOLOGIES LLC	250.00
CRESCENT ELECTRIC SUPPLY CO	237.75
CRUM ELECTRIC	398.68
DAKOTA BATTERY/ELECTRIC	107.55
DAKOTA SUPPLY GROUP	571.73
DELL MARKETING LP	1495.19
DENNIS SUPPLY	130.32
DIAMOND VOGEL PAINT CTR	43.32
E & J SPECIALTIES INC	207.00
EVERGREEN OFFICE PRODUCTS INC	303.58
FERGUSON ENTERPRISES INC	2492.02
FISHER BEVERAGE COMPANY INC	3712.10
FOOD SERVICES OF AMERICA	38139.39
FOUR WINDS INTERACTIVE LLC	565.32
FRONTIER AUTO GLASS LLC	166.96

FULL COMPASS SYSTEMS LTD	1094.23
GOLDEN WEST TECHNOLOGIES INC	743.78
HEARTLAND PAPER CO	5357.32
HILLS SEPTIC SERVICE	290.00
HILLYARD INC. / SIOUX FALLS	1036.56
JERRY'S CAKES SHAKES & BAKE	124.80
JOHNSON BROTHERS OF SD	2053.50
JOHNSON MACHINE INC.	33.36
KNECHT HOME CENTER	204.44
KONE INC	4120.82
LICENSED BEVERAGE DEALERS OF SD	825.00
LIFT SOLUTIONS INC	1742.84
LIGHTING MAINTENANCE CO	16.20
LOWE'S	106.35
M G OIL CO	743.15
MATHESON TRI-GAS INC	65.10
MEDTECH WRISTBANDS	2241.56
MENARDS	143.85
MT STATES SECURITY	177.00
MUTH ELECTRIC INC.	153.16
NORCON COMMUNICATIONS INC	1036.21
NORTH CENTRAL SUPPLY INC	336.00
NORTHWEST PIPE FITTINGS INC	101.31
OLD WEST DUTCH OVEN CATERING CO, THE	1360.00
OVERHEAD DOOR CO. OF RC	7279.00
PROVANTAGE LLC	377.00
QUALITY BRANDS OF THE BLACK HILLS	610.65
RCS CONSTRUCTION INC.	8222.37
RED WING SHOE STORE	356.98
REPUBLIC NATIONAL DISTRIBUTING COMPANY	2693.53
ROSENBAUM'S SIGNS INC.	400.00
SAM'S CLUB	1266.36
SERVALL UNIFORM/LINEN CO INC	271.36
ST THERESE THE LITTLE FLOWER CHURCH	803.92
STURDEVANT'S AUTO PARTS	358.58
SYSCO MONTANA INC	2843.60
US FOOD SERVICE	12932.52
VANWAY TROPHY & AWARD	15.05
VENUE COALITION	13500.00
VISTAR	2040.71
WALMART COMMUNITY	55.30
WESTERN COMMUNICATIONS INC	511.00
WESTERN STATIONERS	686.97
Total	193,624.84

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

Executive Director's Update

Baltzer stated Jeffries is here to recap the Black Hills Stock Show event from their perspective. Baltzer stated the first weekend was great with the last Saturday having some weather but was still a good day. Baltzer spoke with many of the vendors and they all seemed very happy. Baltzer felt the staff did a great job. Jeffries added that last year was affected more by weather and this year was much better. Jeffries stated the entire staff, at every single level, was the best ever; operations were smooth through the whole show. Jeffries commented he is very excited for the February 26th City Council meeting to support the expansion of the Civic Center. Baltzer stated the CSF contract was for one year and discussions will now resume to finish the contract for the next four years.

Baltzer gave a brief update on the expansion efforts by the Mayor. Baltzer reminded the Board that the Mayor will be bringing this item to city council on February 26th. Tegra was hired as an owner's

representative and is currently working on RFP/RFQs for the architects and builders; interviews will be conducted next week. Mayor did a final public presentation last night, Monday, February 12.

Baltzer stated the Rush hosted a hockey game last Wednesday at 10:30am for the Rapid City area schools students; about 4200 attended. Baltzer indicated this event was very good for the kids and for the community.

Baltzer stated the alcohol sponsorship bill passed the house and is now going to the Senate with some amending language.

Baltzer stated the production department is moving forward with the hiring of the stagehand positions the board approved last time.

Miscellaneous:

1) Sales and Marketing Update – Ivan Brown

Brown started his PowerPoint presentation recapping the current sponsorships, newly added sponsorships, and revenue generated over the last couple of years. Brown explained the new Civic Center “Feels” campaign then showed three different videos that will air on T.V., social media, and YouTube. Short discussion followed.

2) Executive Session

Motion was made by Brown and seconded by Landguth **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.

Motion was made by Landguth and seconded by Brown **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 10:00 a.m.

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

Sandra Arnold, Administrative Assistant

Date