

Approved
1-14-202

Lander County Convention and Tourism Authority met in regular session in the Community Meeting Room of the Lander County Courthouse in Battle Mountain, Nevada on November 19, 2019, at 6:00 P.M.

Grady Pierce, Chairman
Rich Ripley, Vice Chair
Kathy Ancho, Commissioner
Marcia Meyer, Board Member
Paula Tomera, Executive Director
Rebecca Murphy, Secretary

The meeting was called to order by Mr. Pierce.

Pledge of Allegiance led by Mr. Pierce.

Let the record reflect a full board for meeting.

APPROVAL OF AGENDA NOTICE

Mr. Ripley moved to approve the agenda notice as posted, seconded by Ms Ancho. There motion was voted and carried unanimously.

APPROVAL & ACCEPTANCE OF MINUTES

Ms Ancho moved to approve the minutes for the regular meeting of October 15, 2019 seconded by Mr. Ripley. The motion was voted and carried unanimously.

BOARD MEMBERS REPORTS-Agenda recommendations for next meeting.

Mr. Ripley would like to have Mr. Ben Clark on agenda next meeting noting room tax.

PAYMENT OF BILLS

The Board reviewed the following bills presented for payment:

Becky:

1. Saunders in the amount of \$2,100.00.

Ms Ancho made a motion to approve the payment of bills in the amount of \$2100.00, seconded by Ms Meyer. The motion was voted and carried unanimously.

REVIEW OF BUDGET

The cash balances in the funds Austin#45 \$249,805.24 and Battle Mountain #46 \$959,552.00.

CORRESPONDENCE

Nothing at this time.

PUBLIC COMMENT-For non-agendized items only.

Nothing at this time.

EXECUTIVE DIRECTORS REPORT

Ms Tomera told the board she would recommend a meeting in December to approve the FY2018-19 Audit by Rife & Associates so it can be sent to the state by the January 1 deadline. The only date available for this meeting is December 3, 2019.

1) Discuss & approve/disapprove Room Tax Reports to be amended for:

A. September 2019

Mr. Ripley made a motion to approve the room tax report, to be amended, seconded by Ms Ancho. The motion was voted and carried unanimously.

2) Discuss & approve/disapprove Room Tax Reports to be amended for:

A. October 2019

Mr. Ripley made a motion to approve the room tax report, to be amended, seconded by Ms Ancho. The motion was voted and carried unanimously.

3) Discussion for possible action regarding delinquent room tax reports and penalty invoices and other matters properly relating thereto.

A motion was made by Mr. Ripley to send a delinquent notice to the Cozy Mountain Motel in the amount of \$168.70, seconded by Ms Ancho. The motion was voted and carried unanimously.

4) Discussion for possible action regarding a bonus for Ms Tomera other matters properly relating thereto.

Mr. Ripley made a motion to approve a bonus for Ms Tomera in the amount of \$5,000, seconded by Ms Ancho. The motion was voted and carried unanimously.

5) Discussion for possible action regarding a bonus for Ms Murphy and other matters properly relating thereto.

Mr. Ripley made a motion to approve a bonus for Ms Murphy in the amount of \$600, seconded by Ms Ancho. The motion was voted and carried unanimously.

6) Discussion for possible action to upgrade our advanced kiosk to a Windows 10 Operation System which includes 1 year of software and tech support in the amount of \$1,816.00 and other matters properly relating thereto.

Ms Tomera told the board that Windows 7 is dying and there will not be any new upgrades, so if we want to continue to use the kiosk we will have to upgrade. For a new kiosk it is \$10,000. We can do the refresh that will give us the new Windows 10 Operating System and a year subscription to the management software and technical support.

Mr. Ripley made a motion to approve an upgrade of our kiosk to Windows 10 Operating System in the amount of \$1,816.00, seconded by Ms Ancho. The motion was voted and carried unanimously.

7) Discussion for possible action regarding a special meeting in December regarding approval of the 2018-19 audit by Rife & Associates and other matters properly relating thereto.

Ms Tomera told the board she had spoke with Melinda, she was not sure she would have the audit done by our meeting date of tonight, she asked if we could have a special meeting in December to approve the audit. Ms Tomera said the meeting room is available December 3, 2019.

Mr. Ripley made a motion to approve a special meeting to approve the FY 2018-19 Audit on December 3, 2019 at 6:00 p.m., seconded by Ms Ancho. The motion was voted and carried unanimously.

8) Discussion for possible action regarding 2019 Chukar Tournament and other matters properly relating thereto.

Ms Tomera gave the board graphs and information on the 2019 Chukar Tournament. She told them that 48% of the budget for the tournament was spend in Battle Mountain, 24% in Winnemucca, 13% in Salt Lake, Reno was 10%, Elko was 3% and on line 2%. She also showed them where she bought everything. The number of people from out of town were 241 and 80 people from in town. She said \$57,000 was sales from the dinner and tickets. Everything was

broke down in the information she gave the board. Total profits for the tournament were \$36,000.

ADJOURNMENT

There being no more business Mr. Pierce adjourned the meeting.

Chairman of the Lander County Convention &
Tourism Authority

Attest:

Lander County Convention &
Tourism Authority Secretary