

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 March 20, 2019, at 6:00 P.M.

Grady Pierce, Chairman  
Rich Ripley, Vice Chairman  
Kathy Ancho, Commissioner-new board member  
Marcia Meyer, Board Member  
Ann Miles, Board Member-via phone (last meeting)  
Paula Tomera, Executive Director

The meeting was called to order by Mr. Pierce.

Pledge of Allegiance led by Mr. Pierce.

Let the record reflect four members in attendance for board meeting. Ms Miles via telephone. Ms Meyer absent.

#### **APPROVAL OF AGENDA NOTICE**

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

#### **APPROVAL & ACCEPTANCE OF MINUTES**

Ms Ancho moved to approve the minutes of November 27, 2018 and January 15, 2019, seconded by Mr. Ripley. The motion was voted and carried unanimously.

#### **BOARD MEMBERS REPORTS-Agenda recommendations for next meeting.**

The discussion was on the items to be put on the tentative budget to be approved at the next meeting which will be held on May 21, 2019.

Non payment for the Rodeway & Suites.

Administrative assistance for needs for LCC&TA.

#### **PAYMENT OF BILLS**

The Board reviewed the following bills presented for payment:

- Paula:
1. RSBS Family Trust in the amount of \$3,090.00.
  2. Amp-Out Electric in the amount of \$4090.00.

Becky:

1. Saunders in the amount of \$2,000.00.

Mr. Ripley made a motion to approve the payment of bills in the amount of \$9,180.00, seconded

### **REVIEW OF BUDGET**

Cash in the Austin account fund #45 is and in the Battle Mountain fund #46 is.

### **CORRESPONDENCE**

Ms Tomera told the board she talked with Brad Bakowski he is wanting to create a walking trail for the railroad across Lander County and possibly across other counties as well. He has talked with BLM and is going to go in front of the Commissioners also. He has this presentation for you to look at.

### **PUBLIC COMMENT-For non-agendized items only.**

Nothing at this time.

### **EXECUTIVE DIRECTORS REPORT**

Ms Tomera told the board next week she would be going to Seattle to a Main Street Conference with LEDA. We are trying to set an area to improve. I feel that front street is a place to start. We can improve the look and maybe get more people to stop off the highway. I have left a message on the phone, if they need to reach me they can call my cell or email me. I will have someone new starting when I get back. 20th Anniversary of the Human Powered Speed Challenge is coming up, NCOT is going to be helping me promote the event.

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

A. December 2018

Mr. Ripley made a motion to approve the room tax report for December 2018 to be amended, seconded by Ms Meyer. The motion was voted and carried unanimously.

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

A. January 2019

Mr. Ripley made a motion to approve the room tax report for January 2019, seconded by Ms Meyer. The motion was voted and carried unanimously.

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

A. February 2019

Mr. Ripley made a motion to approve the room tax report for February 2019, seconded by Ms Meyer. The motion was voted and carried unanimously.

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

The board discussed the Rodeway Inn & Suites and what steps the board will take. Mr., Ripley stated that the chairman get with the district attorney and come up with some kind of plan on how to resolve this problem. The district attorney can give us direction on how to proceed with this matter.

*Mr. Ripley made a motion to send a Notice of Intention to revoke the room tax license for the Rodeway Inn & Suites for lack of payment, seconded by Ms Meyer. The motion was voted and carried unanimously.*

Mr. Ripley also asked about the Lincoln Motel room tax report for December 2018, staff will look into it and call them to let them know they are late for December 2018 and January 2019.

*Public Comment*

5) **Discussion for possible action regarding election of new Chairman and Vice Chairman for FY 2019 and other matters properly relating thereto.**

*Mr. Ripley made a motion to elect Grady Pierce chairman, seconded by Ms Meyer. The motion was voted and carried unanimously.*

*Mr. Pierce made a motion to elect Rich Ripley vice chairman, seconded by Ms Meyer. The motion was voted and carried unanimously.*

*Public Comment*

**6) Discussion for possible action regarding grant request from Battle Mountain Archery Club for May 2019 Shoot in the amount of \$1,000 and other matters properly relating thereto.**

Bronwynn Schroeder, secretary for Battle Mountain Archery Club. This is our big shoot and we have small ones throughout the year. The \$1,000 goes towards the plaques for the event. Mr. Ripley made a motion to grant the request in the amount of \$1,000 to the Battle Mountain Archery Club for their May 2019 Shoot, seconded by Ms Ancho. The motion was voted and carried unanimously.

*Public Comment*

**7) Discussion for possible action regarding grant request from Lander County Historical Society for FY 2018-19 in the amount of \$6,900 and other matters properly relating thereto.**

Ms Tomera told the board that this request has been budgeted for the FY 2018-19 they just didn't have their application in till now. Approved in last fiscal year.

Mr. Ripley made a motion to approve the grant request for FY 2018-19 in the amount of \$6,900 for the Lander County Historical Society, seconded by Ms Meyer. The motion was voted and carried unanimously.

*Public Comment*

**8) Discussion for possible action regarding to designate Rife Silva & Co, LLC as Lander County Convention & Tourism auditor for FY 2018-19 and other matters properly relating thereto.**

Ms Tomera stated that the contract is still the same, the cost of the audit is still \$15,000 and \$5,000 for the room tax audit.

Mr. Ripley made a motion to designate Rife & Silva & Co, LLC as the Lander County Convention & Tourism auditor for FY 2018-19, seconded by Ms Ancho. The motion was voted and carried unanimously.

*Public Comment*

**9) Discussion for possible action to approve a raise for Ms Tomera for FY 2019-20 and other matters properly relating thereto.**

Mr. Ripley made a motion to approve a 4% raise for Ms Tomera for the FY 2019-20, seconded by Ms Meyer. The motion was voted and carried unanimously.

*Public Comment*

**10) Discussion for possible action to approve a raise for Ms Murphy for FY 2019-20 and other matters properly relating thereto.**

*Mr. Ripley made a motion to approve a 4% raise for Ms Murphy for the FY 2019-20, seconded by Ms Meyer. The motion was voted and carried unanimously.*  
*Public Comment*

**11) Discussion for possible action to approve an increase for Lander County Convention & Tourism Assistant to a maximum hourly wage of \$16.00 per hour and other matters properly relating thereto.**

*Mr. Ripley made a motion to approve an increase for the Lander County Convention & Tourism assistant to a maximum hourly wage of \$16.00 per hours, seconded by Ms Meyer. The motion was voted and carried unanimously.*

*Public Comment*

**12) Discussion for possible action regarding FY 2019-20 budget and other matters properly relating thereto.**

Ms Tomera gave the board a run down on the tentative budget for the FY 2019-20. The board will approve the tentative budget on May 21, 2019. She told the board that the Special Projects line item has increased this year because of the budget requests by the organizations in town. The Special Projects for Austin has also increased. She also told them about the promotion projects that she is going to do for the next fiscal year. Her ideas on how she will present our county to people when she goes to her conferences. Also about grants that she will be writing. Mr. Pierce commented that he would like to change the amount for legal services from \$3,000 to \$25,000 and services and supplies to \$4,000.

*Public Comment*

**13) Discussion for possible action to tentatively approve a grant request for FY 2019-20 from the Battle Mountain Archery Club in the amount of \$2,000 for their FY 2019-20 archery shoots and other matter properly relating thereto.**

Bronwynn Schroeder, secretary for the Battle Mountain Archery Club told the board the reason for grant request increase is because we holding a different type of shoot, first of its kind, it will be held in July. It will be a two day shoot and it is called an Iron Man Shoot.

*Mr. Ripley made a motion to tentatively approve a grant request to the Battle Mountain Archery Club in the amount of \$2,000 for FY2019-20 for their 2019-20 shoot, seconded by Ms Meyer. The motion was voted and carried unanimously.*

*Public Comment*

**14) Discussion for possible action to tentatively approve a grant request for FY 2019-20 from the Battle Mountain Historical Society in the amount of \$6,900 for their billboards and other matters properly relating thereto.**

Lori Price, President of the Lander County Historical Society, said they would like to have the billboard on the east side of town worked on, it has been up for a long time and nothing has ever been done to it, so it does need some work.

Ms Tomera said we do have quite a few billboards with Yesco so I will talk with them to see if he can help you out.

*Mr. Ripley made a motion to approve the tentative grant request for the Lander County Historical Society in the amount of \$6,900 for billboards to come out of the FY 2019-20 budget, seconded by Ms Meyer. The motion was voted and carried unanimously.*  
*Public Comment*

**15) Discussion for possible action to approve a grant request for FY 2018-19 from the Austin Chamber in the amount of \$2,000 for their annual Lincoln Car Show and other matters properly relating thereto.**

Robin with the Austin Chamber of Commerce told the board that the car show this year will be bigger than last year. We are expecting a lot more people, so we have increased our grant request to \$2,000. It will include advertising and for the bigger influx of people.

*Mr. Ripley made a motion to grant the request in the amount of \$1,500 for FY 2018-29budget, e*  
*Public Comment*

**16) Discussion for possible action to tentatively approve a grant request for FY 2019-20 from the Kingston Fire Company in the amount of \$4,257 for their annual Fireman's Picnic fundraiser and other matters properly relating thereto.**

Shannon Thiss representing the Kingston Fire Company stated that this request is for the FY 2019-20, it is for our annual Fireman's Picnic, it will take place in August. We are asking for \$2,000 for the gun raffles, \$1,000 in raffle bingo prizes and supplies, and \$1,257 in advertising.

*Mr. Ripley made a motion to tentatively approve \$4,257 for the annual Kingston Fire Company picnic, seconded by Ms Miles. The motion was voted and carried unanimously.*  
*Public Comment*

**17) Discussion for possible action regarding to move April 16, 2019 meeting to April 2, 2019 to conform to Nevada Department of Taxation tentative budget filing deadline of April 15, 2019 and other matters properly relating thereto.**

Ms Tomera stated to the board the deadline would be the 15<sup>th</sup>, our meeting would be the 16<sup>th</sup> so we moved it to April 2, 2019 the only open date.

*Mr. Ripley made a motion to move the April 16, 2019 meeting to April 2, 2019, seconded by Ms Meyer. The motion was voted and carried unanimously.*  
*Public Comment*

**ADJOURNMENT**

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

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Chairman of the Lander County Convention &  
Tourism Authority

Attest:

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Lander County Convention &  
Tourism Authority Secretary