

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, August 25, 2015**

Chairman of the Board, Jeff Bailie called the meeting to order at 8:18 a.m. with the following Board members present: Donna Winkler, Don Frankenfeld, and Mike Diedrich. Staff present include: Executive Director, Craig Baltzer; Assistant Executive Director, Jayne Kraemer; Assistant Executive Director, Tracy Heitsch. Others present: Energy Plant Manager, Gunar Dzintars, Council Liaison, Charity Doyle, Central States Fair Representative, Gary Brown, CVB Operations Manager, Carol Bancroft and from Destination Rapid City, Dan Senftner. Board member, Jennifer Landguth and Midwest Marketing Representative, Dawn Claymore entered later in the meeting.

After review of the meeting agenda, Frankenfeld asked to add to Item G, under the Executive Director's Update, Expansion Update. Also under G, an Update on the DeGrasse/Vucurevich Foundation Speaker, was added. Motion was made by Frankenfeld and seconded by Winkler **to approve the agenda as amended**. Upon vote being taken, the motion carried unanimously

Landguth entered the meeting.

General Public Comment

Brown stated he was waiting on final attendance numbers on the Central States Fair, and that everyone enjoyed themselves.

Minutes

Motion was made by Diedrich and seconded by Winkler **to approve the minutes of the July 28, 2015 meeting as presented**. Upon vote being taken, the motion carried unanimously. Motion was made by Winkler and seconded by Landguth **to approve the minutes for the August 11, 2015 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bill List

The 2015 Bill List for August 25 was audited.

ACE HARDWARE – EAST	72.94
ACE HARDWARE – WEST	155.56
ALSCO	1205.71
AMERICAN TIME & SIGNAL	415.75
AMICK SOUND INC	216.84
ARGUS LEADER	1616.88
ARMSTRONG EXTINGUISHER SVC INC	53.00
BARBIZON LIGHT OF THE ROCKIES INC	130.52
BLACK HILLS NURSERY	223.50
BROWN'S REPAIR	266.47
CARQUEST AUTO PARTS	99.98
CITY OF RAPID CITY	2484.12
CONTRACTOR'S SUPPLY INC	40.35
CREATIVE SURFACES	403.36
DAKOTA SECURITY SYSTEMS INC	1975.15
DENNIS SUPPLY	550.49
DIAMOND VOGEL PAINT CTR	2077.28
EAGLE SALES OF THE BH INC	1032.00
EASTMAN SOUND & MUSIC	55.00
FASTENAL COMPANY	32.91
FISHER BEVERAGE COMPANY	1107.75
FOOD SERVICES OF AMERICA	652.40
FRH FIELD SERVICE	1426.15
G&H DISTRIBUTING INC	47.46
HARVEY'S LOCK SHOP	57.00
HEINZ DISPENSING SOLUTIONS	996.96
JERRY'S CAKES SHAKES & BAKE	108.00
JOAN'S PLANT SERVICE	350.00
KATOM RESTAURANT SUPPLY	597.40
KIEFFER SANITATION INC	1970.45

KNECHT HOME CENTER	80.36
KONE INC	302.16
L & L INSULATION INC	133.70
LIBERTY SUPERSTORES	330.75
LOWE'S	937.50
MARCO INC	731.79
MATHESON TRI-GAS INC	49.60
NORTHWEST PIPE FITTINGS INC	1668.10
PACIFIC STEEL & RECYCLING INC	671.45
PITNEY BOWES	359.43
POLLSTAR	489.00
R & R SPECIALITIES INC	950.00
RAPID CITY AREA CHAMBER OF COMMERC	30.00
RISS & ASSOCIATES CABINETS	160.00
RUNNINGS SUPPLY INC	342.23
SAFEWAY INC	25.68
SAM'S CLUB	30.88
SERVALL UNIFORM/LINEN CO	125.44
SIMPSON'S PRINTING	781.00
STAGERIGHT CORP	128007.00
STATE OF SOUTH DAKOTA	200.00
THYSSENKRUPP ELEVATOR CORP	296.46
TIME EQUIP RENTAL & SALES	300.35
US FOOD SERVICE	738.28
VAST BUSINESS	2006.64
WATERTREE INC	85.20
WESTERN STATIONERS	85.51
WHISLER BEARING COMPANY	147.16
Total	160487.05

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

Liaison Reports

Carol Bancroft, CVB Operations Manager: Julie Jensen is traveling. Rush to Rushmore Campaign at Denver Broncos Pre Game September 3. Two more Ad Agencies will be working with the CVB. Several conferences coming up that they will be hosting in 2016. CVB Marketing Agency was on site last week for a tour to familiarize themselves with RC.

Charity Doyle, Council Liaison: Budget hearings last week, second readings next week. DOJ discussions under the Mayor's direction.

Darren Paulsen, School Liaison: Not present.

Claymore entered the meeting.

Financial Information

Heitsch stated not a lot of change in the financial picture. Down a little from last year, but far exceed years previous. Discussion followed on Sturgis Rally ideas for RPCC.

Executive Director's Report

Baltzer stated the DeGrassi/VF event was a sellout! This is a good thing! The system is built to sell tickets very quickly and all was set up correctly. Great news!

Expansion Update – new Mayor up to date, evaluating the last vote and working to create a mini task force.

Rush Hockey contract still being finalized.

Independent Licensed Architect has been approved by the DOJ and two individuals met with Mayor and others to discuss a plan.

Corporate Sales Manager position held two rounds of interviews with 3 candidates.

Diedrich left the meeting.

Miscellaneous:

- 1) DRC Presentation – Dan Senftner made a presentation to the Board on the expansion of the central business district.

Landguth left the meeting.

- 2) Energy Plant Assistant Manager Job title – Dzintars stated he is close to retirement and creation of new title will help with a succession plan. This does not create a new FTE, just a new job description. Short discussion followed. Motion was made by Winkler and seconded by Frankenfeld **to create the Assistant Manager Job Description for the Energy Plant**. Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Frankenfeld and seconded by Winkler **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:45 a.m.

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



Tracy Heitsch, Assistant Executive Director

9-22-15

Date