



Elko Convention & Visitors Authority

700 Moren Way, Elko, NV 89801

Phone: 775.738.4091

www.ExploreElko.com

Regular Board Meeting

PUBLIC MEETING NOTICE

The Elko Convention and Visitors Authority, Board of Governors, will meet on Tuesday, August 22, 2023, in the Elko Convention Center, Cedar Room, located at 700 Moren Way, Elko, NV 89801 at 8:30 am Pacific Time Zone.

The public can listen to and participate in the meeting on a computer, tablet, or smartphone by logging on to <https://zoom.us/join> or calling **+1(669)900-9128** and utilizing the **Meeting ID: 967 0438 3255** and **Password: 901656** on August 22, 2023, at 8:30 am.

Attached with this Notice is the Agenda for said meeting of the Board. This Notice is posted pursuant to NRS 241 as amended by the 2021 Legislature and is to be posted at the following locations no later than three full working days before the meeting:

ELKO CITY HALL

ELKO CONVENTION AND VISITORS AUTHORITY – Convention Center

ELKO CONVENTION AND VISITORS AUTHORITY – Conference Center

ELKO CONVENTION AND VISITORS AUTHORITY WEBSITE:

www.ExploreElko.com

Nevada Public Notice Website: <https://notice.nv.gov>

REQUEST FOR AGENDA INFORMATION

The Public may contact Selina Morales, Administrative Assistant at (775) 738-4091, or email at selina@elkocva.com to request supporting material for the meeting described herein. The agenda and supporting material are available on the Elko Convention and Visitors Authority website at www.ExploreElko.com.

NOTICE TO PERSONS WITH DISABILITIES

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Elko Convention and Visitors Authority, Executive Director's Office, 700 Moren Way, Elko, Nevada, 89801, or by calling (775) 738-4091 at least five (5) days prior to the meeting in order to try and make arrangements for reasonable accommodations that would enable participation in the hearing.

Annette Kerr

ECVA Executive Director

August 15, 2023



Elko Convention & Visitors Authority
BOARD OF GOVERNORS REGULAR MEETING
Elko Convention Center, Cedar Room
700 Moren Way, Elko, NV 89801.

TUESDAY, AUGUST 22, 2023

8:30 AM P.S.T

AGENDA

NOTICE: In accordance with NRS 241, the Board may: 1) Change the order of the agenda, 2) Combine two or more agenda items for consideration, 3) Remove an item from the agenda or delay discussion relating to an item on the agenda at any time, 4) If the agenda is not completed, recess the meeting, and continue on another specified date and time. The public can comment on any agenda item by being acknowledged by the Chair while the Board considers that agenda item.

JOIN OUR ZOOM MEETING

<https://zoom.us/j/96704383255?pwd=S2VrM3V1UlhpZXVZcHNHUHdmT2gxZDZ09>

Dial In: +1 669 900 9128

Meeting ID: 967 0438 3255

Passcode: 901656

This Agenda, for this meeting of the Elko Convention and Visitors Authority, has been properly posted for this date and time in accordance with NRS 241 requirements.

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. COMMENTS BY THE GENERAL PUBLIC

Pursuant to NRS 241, this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

V. APPROVAL OF MINUTES

A. Approval of July 25, 2023 Minutes

FOR POSSIBLE ACTION

VI. OLD BUSINESS

A. Presentations by Jan Petersen, Cowboy Arts and Gear Museum, John Ellison, Fourth of July, Cathy Laughlin, Silver State Stampede, and possible others, to the ECVA Board of Governors as to the success of their events. Presentation are required of the marketing grant requirements.

NON-ACTION ITEM

VII. NEW BUSINESS

- A. Discussion, consideration, and possible approval to award a three-year contract, in the amount of \$44,921.40 each year to Cvent for a total of \$134,764.20. This Company/program assists with the pre-registration, processing of payments, and assists with on-site registration with equipment and personnel for the Elko Mining Expo.

FOR POSSIBLE ACTION

- B. Discussion, consideration, and possible action regarding adjusting the current rate structure for use of the facilities, services, and amenities, including eliminating the category three pricing and matters related there to.

FOR POSSIBLE ACTION

- C. Discussion, consideration, and possible approval to award the bid for the printing of 5000 copies of the 2024 ECVA Calendar. Two quotes were received, PNCC at \$7,467.62, and the Elko Daily Free Press at \$11,098.44.

FOR POSSIBLE ACTION

VIII. MARKETING/LODGING

- A. Discussion, review, and possible approval of the Marketing/Lodging Committee Structure and related matters.

FOR POSSIBLE ACTION

IX. MARKETING GRANTS: Notice of Funding Opportunity

- A. Discussion and consideration of approval to cap the amount allowed for the marketing grant requests. Funds budgeted for the two Notice of Funding Opportunity grant awards are \$30,000 for each of the two funding opportunities totaling \$60,000 annual.

FOR POSSIBLE ACTION

- B. Discussion and consideration of approval to limit the length of eligibility for marketing grant requests.

FOR POSSIBLE ACTION

- C. Discussion and consideration of approval outlining the forfeiture of funds should a grant recipient not turn in receipts within 60 days after the event.

FOR POSSIBLE ACTION

- D. Discussion and consideration of approval to require grant recipients to report on their events to both the Marketing/Lodging Committee and the ECVA Board of Governors, if the grant recipient does not report eligibility for the next NOFO will be forfeited.

FOR POSSIBLE ACTION

X. REPORTS

A. Budget and Finance Reports

A1. Discussion, and consideration of approval to transfer \$300,000 from the Capital Fund to the General Fund.

FOR POSSIBLE ACTION

B. Convention/Events Report

NON-ACTION ITEM

C. Sales & Marketing Report

NON-ACTION ITEM

D. Facilities: Update on facility projects and work.

NON-ACTION ITEM

XI. ECVA BOARD AND STAFF COMMENTS:

This time is devoted to comments by the Elko Convention and Visitors Authority Board of Governors and/or Staff for general information or update purposes. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

XII. COMMENTS BY THE GENERAL PUBLIC

Pursuant to NRS 241, this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

XIII. MEETING SCHEDULE

The next Board of Governors meeting is scheduled for September 26, 2023 at 8:30am.

FOR POSSIBLE ACTION

XIV. ADJOURNMENT

FOR POSSIBLE ACTION

ELKO CONVENTION AND VISITORS AUTHORITY IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.