



Elko Convention & Visitors Authority  
BOARD OF GOVERNORS SPECIAL MEETING/WORKSHOP MINUTES  
Elko Convention Center, Ruby Room  
700 Moren Way, Elko, NV 89801.

TUESDAY, AUGUST 29, 2023 8:30AM P.S.T

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**MINUTES**

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.

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**

*Board of Governors Chairman Chip Stone called the meeting to order at 8:34AM.*

**II. ROLL CALL**

*ECVA Board Members Present*      *Chip Stone, Chair*  
*Delmo Andreozzi, Vice Chair*  
*Pat Anderson*  
*Dave Zornes*  
*Marissa Lostra*

*ECVA Staff Present:*                      *Annette Kerr, Executive Director*  
*Michelle Cromwell, Events & Marketing Coordinator*  
*Selina Morales, Administrative Assistant*  
*Tom Lester, Tourism & Convention Manager*

**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**

*No public comment was received.*

## V. OLD BUSINESS

- A. Review, consideration, and possible approval of August 2023 invoices for payment.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the August 2023 payables. Vice Chair Andreozzi moved to approve the August 2023 payables excluding the reimbursement to Chairman Chip Stone. Board Member Zornes seconded. Motion carried (5-0).*

*Vice Chair Andreozzi moved to approve the reimbursement for Chairman Chip Stone for the speakers purchased for the ECVA theater. Board Member Zornes seconded. Chairman Chip Sone abstained. Motion carried (4-0)*

*Executive Director Kerr stated for the record Chairman Chip Stone purchased the speakers for the ECVA theater due to the discount received.*

*No public comment was received.*

- B. Review and consideration regarding the electronic sign location and matters related there to.

**FOR POSSIBLE ACTION**

*Executive Director explained matters relating to the electronic sign.*

*Board Member Anderson motioned to relocate the sign to the ECVA property, work with the city to get permitting and the contractor to get it installed when they are available, including the staff and Director be approved up to \$10,000 for any additional costs involving the movement of the sign. Board Member Zornes seconded. Motion carried (5-0)*

*No public comment was received.*

## VI. NEW BUSINESS

This workshop is an opportunity for Elko Convention and Visitors Authority Board members to review, discuss, and consider the existing elements of the current notice of funding opportunities offered to organizations in support of their special events and programs.

Discussion will center around historical data, available financial support and the recently approved strategic plan, including the core values, mission statement, vision statement, and strategic goals and objectives.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented a PowerPoint centered around the existing elements of the current notice of funding opportunities (NOFO) offered to organizations in support of their special events and programs. Board Members discussed the matter as well as historical data, available financial support and the recently approved strategic plan.*

*Vice Chair Andreozzi moved the following in regards to the Notice of Funding eligibility and matters related there too:*

- *Set the Notice of Funding Opportunities Budget not to exceed \$60,000 for the fiscal year(s), with each cycle budget at \$30,000 each.*
- *Approved a scalable cap amount for each allowed for marketing grant requests. Staff is to create the scale and bring it back to the Board for approval.*

- *Approved the NOFO to outline for forfeiture of funds should a grant recipient not turn in the required receipts for reimbursement within 60 days after the event.*
- *Approved grant recipients are required to give a brief presentation to the Board of Governors, or they may lose funding for the next grant request cycle.*

*Motion seconded by Board Member Anderson. Motion carried (5-0)*

*No public comment was received.*

**VII. 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**

*Executive Director Kerr notified the Board of Governors the previously approved Resolution 2023-02 which was submitted to the State in June 2023 was submitted with the wrong budgeted amount as well as the wrong accounts. The State has requested for the verbage to be corrected, as well as, correcting the budgeted amount and the correct accounts, including the changes to community support budget account. Executive Director Kerr has corrected those errors with their approval. Each Board member was presented a copy of the corrected agumentation. She had each Board Member sign the the corrected agumentation.*

*No public comment was received.*

**VIII. 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**

*No public comment was received.*

**IX. MEETING SCHEDULE**

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

**FOR POSSIBLE ACTION**

*No public comment was received.*

**X. ADJOURNMENT**

**FOR POSSIBLE ACTION**

*Chairman Stone adjorned meeting at 10:34AM.*

*No public comment was received.*

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

### **Mission**

The Elko Convention & Visitors Authorities mission as a public asset will provide safe and quality facilities, marketing of the community and partners for community events and activities that improve the community's overall quality of life and adds to economic development and vitality.

### **Vision**

In the continued advancement of the organization's mission, the Elko Convention and Visitors Authority commits itself to the further development of competitive facilities, the positive marketing of our community and area, and events serving current and future community needs. The Elko Convention and Visitors Authority is dedicated to building a positive community identity, creating quality future employment opportunities, wealth creation and economic vitality, and future value for everyone the Elko Convention and Visitors Authority serves.