



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

TUESDAY, JANUARY 23, 2024 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 8:31AM.*

**II. ROLL CALL**

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

*ECVA Board Members Absent      Dave Zornes*

*ECVA Staff Present:                      Annette Kerr, Executive Director  
   Michelle Romano, Accountant I  
   Michelle Cromwell, Events & Marketing Coordinator  
   Selina Morales, Administrative Assistant*

*Visitors:                                      Teri Gage, Eide Bailly  
   Efren Benavides, Gold Rush Challenge  
   Sadie Schick, Feral Productions Barrel Races*

**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**

*Chairman Stone presents a letter given to him from the Ruby Mountain Hot Air Balloon. Chairman Stone stated that the representatives for this event were unable to make it to the meeting but asked for him to read the letter as a follow up on how the funds were used on last years event. Chairman Stone read the letter in the record explaining the turn out of the 22<sup>nd</sup> annual Ruby Mountain Balloon Festival.*

*Sadie Schick with the Feral Production Barrel Races presented the Board with three (3) flyers about the event. Mrs. Schick gava a presentation on the 2023 Feral Productions Barrel Racing explaining how funds were used and the turn out of the event.*

*Efren Benavides with the Gold Rush Challenge gave a presentation on the 2023 Gold Rush Challenge. Mr. Benavides thanked the Board for their support and explained how the funds were used and the turn out of the event.*

## **V. ORGANIZATION OF BOARD and MARKETING/LODGING COMMITTEE**

- A. Nominations and consideration of appointment of 2024 ECVA Board of Governors Chair and Vice-Chair. (Current: Chair Chip Stone, Vice-Chair Delmo Andreozzi).

**FOR POSSIBLE ACTION**

*Vice-Chair Andreozzi stated that Chairman Chip Stone has been very engaged with the ECVA and would like to move to nominate Chip Stone to remain as Chair. Board Member Anderson seconded. Motion carried (3-0) Chair Stone abstained.*

*Board Member Lostra moved to nominate Delmo Andreozzi to remain as Vice Chair. Board Member Anderson seconded. Motion carried (3-0) Vice-Chair Andreozzi abstained.*

*No public comment was received.*

- B. Nomination and consideration of appointment to the Marketing/Lodging Committee as Chair. (Current: Pat Anderson in 2023).

**FOR POSSIBLE ACTION**

*Board Member Lostra moved to nominate Pat Anderson to remain as Chair for the Marketing/Lodging Committee. Board Member Lostra stated that there has been a lot of changes with this committee this year and stated that Board Member Anderson has done a phenomenal job about the restructuring and redesignating to get it on the track that they wanted it to be. Vice-Chair Andreozzi seconded. Motion carried (3-0) Pat Anderson abstained.*

*No public comment was received.*

## **VI. APPROVAL OF MINUTES**

- A. Approval of November 14, 2023 Minutes

**FOR POSSIBLE ACTION**

*Vice-Chair Andreozzi moved to approve the November 14, 2023 minutes. Board Member Anderson seconded. Motion carried (4-0)*

*No public comment was received.*

## **VII. OLD BUSINESS**

- A. Update, consideration, and possible action regarding Championship Rugby League, LLC and matters related thereto.

**FOR POSSIBLE ACTION**

*Executive Director Kerr gave an update regarding the Championship Rugby League, LLC. stating that she heard from Mayor Keener regarding Chief Trouten findings in reference to investigation. It was noted the DA would not pursue a fraud case and indicated that it is doubtful that there will be any prosecution or civil action available. Executive Director Kerr asked the Board for direction on if they want to pursue this civilly or close it out. Board Members discussed the matter.*

*Vice-Chair Andreozzi moved to approve the suspension of all further actions regarding the Championship Rugby League, LLC. Board Member Anderson seconded. Motion carried (4-0)*

*No public comment was received.*

- B. Discussion, consideration, to go out to bid relating to the capital improvements involving new house-theater lighting and matters related thereto.

**FOR POSSIBLE ACTION**

*Executive Director Kerr stated that last year the ECVA went out to bid for the house-theater lighting which was quoted at \$80,000 at that time and the Board opted out of the bid to do more research. Executive Director Kerr stated that due to an incident with one of the lights she has reached out to an electrician to take a look at the lights and are working on a quote as to how much it would be to replace the light bulbs and canisters. Executive Director Kerr asked the board for approval to move forward with this if the amount is under the threshold and due to the nature of the light. She is also seeking permission to go out to bid if the amount is over the threshold. Vice-Chair Andreozzi moved to approve the authorization of staff to go out and get a quote to do this work and if the work is over the statutory limit, then seek bids to bring back to the Board of Governors for possible consideration and approval. Motion carried (4-0)*

*No public comment was received.*

**VIII. NEW BUSINESS**

**A. 2024 SCHEDULE OF ECVA BOARD AND MARKETING/LODGING MEETINGS**

Discussion and consideration of 2024 Board of Governors schedule of meetings including the Marketing/Lodging Committee.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the Board with the 2024 Board of Governors schedule of meetings including the Marketing/Lodging Committee. Board Member Anderson moves to approve the meeting schedules as written and entered into the agendas. Board Member Lostra seconded. Motion carried (4-0)*

*No public comment was received.*

**B. FISCAL AFFAIRS**

Presentation by Eide Bailly, LLP and possible approval of the Financial Statements and Audit for the Elko Convention & Visitors Authority for the Fiscal Year ending June 30, 2023.

**FOR POSSIBLE ACTION**

*Teri Gage with Eide Bailly, LLP presents the Board with the Financial Statements and Audit for the Elko Convention & Visitors Authority for the Fiscal Year ending June 30, 2023. Ms. Gage indicated this was a*

*clean audit and there were no significant findings. Vice-Chair Andreozzi moved to approve the annual audit for fiscal year ending June 30, 2023. Board Member Lostra seconded. Motion carried (4-0)*

*No public comment was received.*

- C. Discussion, and consideration of approval of the corrective action plan for the findings in the fiscal year 2022-23 financial audit.

**FOR POSSIBLE ACTION**

*Executive Director Kerr stated that the ECVA needs to submit the Corrective Action Plan for the ‘material weakness’ in the fiscal year 2022-23 financial audit to the State with the Boards approval. Board Member Lostra moved to approve sending the Corrective Action Plan to the State for approval. Board Member Anderson seconded. Motion carried (4-0)*

*No public comment was received.*

#### **D. GRANTS**

Discussion and consideration, to apply for available grants for the 2024/2025 fiscal year through the Nevada Commission on Tourism and possible other organizations. Grant would be to help offset partial costs for the re-branding of the Convention Center.

**FOR POSSIBLE ACTION**

*Executive Director Kerr stated that in talking with Tom Lester, the new grant cycle which has gone to one (1) cycle per year for the Nevada Commission on Tourism won’t come out until February or March. Executive Director Kerr explains that the ECVA cannot start the process of re-branding if they are wanting to apply for a grant which would be to help offset partial costs until it is known whether or not the grant is approved otherwise, they can be disqualified if the project is already started. Executive Director Kerr asked the Board for permission to go out for this grant and to start seeking for other grants that will be brought back to the Board for acceptance. Board Member Anderson moved to approve the authorization of the Director and staff to apply for grants through Nevada Commission on Tourism or any other available grants that will help with the re-branding. Board Member Lostra seconded. Motion carried (4-0)*

*No public comment was received.*

### **IX. REPORTS**

- A. Financial Reports

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the Financial Reports. Board Member Anderson moved to approve the Detailed Balance Sheet for 11/30/2023, the Detailed Balance Sheet for 12/31/2023 and monthly payable for Decemeber 2023 and January 2024 as written. Board Member Lostra seconded. Motion carried (4-0).*

*No public comment was received.*

- B. Marketing, Convention & Tourism: Review of the Marketing & Sales Report.

**NON-ACTION ITEM**

*Executive Director Kerr presented the Marketing, Convention & Tourism report.*

*No public comment was received.*

- C. Events and Catering: Update on current events and meeting reservations for January/February 2024  
Sales & Marketing Reports **NON-ACTION ITEM**

*Executive Director Kerr presented the Events & Catering Report.*

*No public comment was received.*

- D. Facilities: Update on facility projects and work. **NON-ACTION ITEM**

*Executive Director Kerr presented the Facilities Report.*

*No public comment was received.*

**X. 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**

*Board Member Anderson stated that she would like a discussion, action-item placed on the next agenda regarding the old sign on Idaho St. and to discuss potentially continue to use it and what the potential expenses would be.*

*Michelle Cromwell explains that registration for the Elko Pop Con 2024 will be open March 1<sup>st</sup> and will be meeting with the committee in February. Mrs. Cromwell said that the Haunted Commercial is bringing in an escape room and that Executive Director Kerr and Tom have secured a celebrity from the show Stranger Things.*

*Executive Director Kerr stated that Dave Zornes will be completing his term on at the end of this year on 12/31/2024 and Pat Anderson, who was appointed, is up for election as well and registration opens up on March 1<sup>st</sup> and runs through the 18<sup>th</sup>. Executive Director Kerr explains that she has started the budget for this year.*

*Chairman Stone stated that the Festival of Trees has become a talk of the town. Board Member Anderson said it was amazing to see how many schools took the opportunity to bring in students. Executive Director Kerr thanked Michelle Cromwell for a very succesful free childrens movie which had over 200 people. Executive Director Kerr stated that the Western Folklife Center will be moving in this Friday to set up for the Cowboy Poetry and it is all booked and ready to go.*

*No public comment was received.*

**XI. COMMENTS BY THE GENERAL PUBLIC**

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**NON-ACTION ITEM**

*No public comment was received.*

**XII. MEETING SCHEDULE**

The next Board of Directors meeting is scheduled for February 27, 2024 at 8:30am.

**FOR POSSIBLE ACTION**

*Chairman Stone moved to approve the meeting scheduled for February 27, 2024 at 8:30am. Motion seconded by Member Pat Anderson.*

*No public comment was received.*

**XIII. ADJOURNMENT**

**FOR POSSIBLE ACTION**

*Chairman Stone adjourned the meeting at 10:20AM.*

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

**Mission**

The Elko Convention and Visitors Authority is a public asset and destination marketing organization, providing first-class facilities, marketing our communities and the region, and supporting various activities, events, and attracting conferences and conventions that improve our community's overall quality of life and contributes to broader economic development and vitality efforts.

**Vision**

We are committed to the continued modernization of competitive facilities, the positive marketing of our communities and region, and the hosting of activities and events that serve the current and future needs of the community.

The Elko Convention and Visitors Authority is dedicated to a high quality of life which includes building a positive community identity, increasing overall tourism and visitation, creating quality future employment opportunities, wealth creation and economic vitality, and future value for everyone that we serve.