



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

TUESDAY, MARCH 26, 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 8:39AM.*

**II. ROLL CALL**

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

*ECVA Board Members Absent: Dave Zornes*

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

*Visitors: Doris Toothman  
Jerod Linder, Elko Arts Foundation  
Catherine Wines, Elko Arts Foundation  
Simone Turner, Elko Arts Foundation  
Teri Gage, Eide Bailly*

**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**

*Catherine Wines with the Elko Arts Foundation asked the Board Members to please reconsider and put them back on the next agenda regarding action that was taken at the February 27, 2024 meeting which was to basically deny continuing the partnership that the ECVA has with the Elko Arts Foundation in respect to sponsoring a mural festival that they are planning for this October.*

#### V. APPROVAL OF MINUTES

A. Approval of February 27, 2024 Minutes

**FOR POSSIBLE ACTION**

*Vice Chair Andreozzi moved to approve the February 27, 2024 Minutes. Board Member Anderson seconded. Motion carried (4-0)*

*No public comment was received.*

#### VI. OLD BUSINESS

A. Discussion and possible action to approve the transfer \$375,000 out of the Facility Expansion fund and into the General Fund. This transfer is scheduled in the 2023/2024 final budget.

**FOR POSSIBLE ACTION**

*Executive Director Kerr stated that the transfers were already budgeted for and after discussion with auditors they have decided it is best to make the transfer due to the balloon payment. Vice Chair Andreozzi moved to amend his motion and approve the transfer of \$375,000 out of the Facility Expansion fund and into the General Fund for the associated purpose as outlined in the agenda for the fiscal year 2023/2024 budget year. Board Member Anderson seconded. Motion carried (4-0).*

*No public comment was received.*

B. Discussion and possible action to approve a line-item reallocation of \$90,000 in expenses from Capital Outlay, General Fund to Salaries and Wages, General Fund, reducing the Capital Outlay, General Fund from \$150,000 to \$60,000 and increasing the Salaries and Wages, General Fund from \$487,600 to \$577,600 for the 2023/2024 final budget.

**FOR POSSIBLE ACTION**

*Executive Director Kerr explained that this would just be a line-item change, it is not increasing any of the expenses from the bottom line, it is moving \$90,000 out of the Capital Outlay, which has \$150,000 in there, to cover the increase and expenses for salaries and wages and it would reduce the General Fund from \$150,000 to \$60,000. Board members discuss the matter.*

*Board Member Anderson moved to approve a line-item reallocation of \$90,000 in expenses from Capital Outlay, General Fund to Salaries and Wages, General Fund, reducing the Capital Outlay, General Fund from \$150,000 to \$60,000 and increasing the Salaries and Wages, General Fund from \$487,600 to \$577,600 for the 2023/2024 final budget. Vice Chair Andreozzi seconded. Motion carried (4-0)*

*No public comment was received.*

- C. Discussion and possible action to approve a line-item reallocation of \$24,200 in expenses from Contingency, General Fund to PERS Retirement, General Fund, reducing the Contingency from \$68,352 to \$44,152 and increasing the budgeted expense for the PERS Retirement, General fund to \$160,719.25 from \$184,919.25 for the 2023/2024 final budget.

**FOR POSSIBLE ACTION**

*Executive Director Kerr explains that she was notified of the PERS increase from 27.5% to 33.5% after the budget was done in May 2023 and this was not budgeted for. Executive Director Kerr stated that this does not have to be augmented but it is just a line-item change. Vice Chair Andreozzi moved to approve the reallocation of \$24,200 in expenses from Contingency to PERS Retirement. Board Member Anderson seconded. Motion carried (4-0).*

*No public comment was received.*

**VII. NEW BUSINESS**

- A. Review, discussion, and acceptance of the engagement letter regarding services of Eide Bailly, LLC as the auditing firm for Professional Auditing Services for fiscal years 2023/2024 in the amount of \$68,000. The ECVA Board approved a five-year agreement in March of 2022.

**FOR POSSIBLE ACTION**

*Executive Director Kerr explains that a notice to continue services with Eide Bailly must be sent to the State. Executive Director Kerr states that there has also been about a \$20,000 increase in the agreement in which Teri Gage with Eide Bailly will be presenting. Mrs. Gage explains that typically an audit is around 300-325 hours and the change in fee is due to a couple of things including an increase in new standards, change in staff and hours have increased to about 450 hours now. Vice Chair Andreozzi moved to approve the engagement letter regarding services of Eide Bailly, LLC for the auditing years 2023/2024 in the amount of \$68,000. Board Member Anderson seconded. Motion carried (4-0).*

*No public comment was received.*

- B. Review, discussion and possible acceptance of the 2024/2025 Elko Convention & Visitors Authority Tentative Budget as presented.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presents the 2024/2025 Elko Convention & Visitors Authority Tentative Budget. Board Member go through and discuss the Tentative Budget. Vice Chair Andreozzi moved to approve the tentative budget and send it for final approval. Board Member Anderson seconded. Motion carried (4-0)*

*No public comment was received.*

**VIII. REPORTS**

- A. Financial Reports

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the Financial Reports. Vice Chair Andreozzi moved to approve the monthly payables and Balance Sheet. Board Member Anderson seconded. Motion carried (4-0).*

*No public comment was received.*

- B. Marketing Report

**NON-ACTION ITEM**

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

*No public comment was received.*

C. Events and Catering

**NON-ACTION ITEM**

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

*No public comment was received.*

D. Facilities

**NON-ACTION ITEM**

*Executive Director Kerr presented the Facilities Report.*

*No public comment was received.*

**IX. 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 advised the Board that a special board meeting needs to take place before April 13th. Board Members discuss to decide on date and time of special board meeting.*

*No public comment was received.*

**X. 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 shared that Board Member Lostra has filed for City Council.*

*No public comment was received.*

**XI. MEETING SCHEDULE**

The next Board of Governors meeting is scheduled for April 23, 2024 at 8:30am.

**FOR POSSIBLE ACTION**

*No public comment was received.*

**XII. ADJOURNMENT**

**FOR POSSIBLE ACTION**

*Chairman Stone adjourned the meeting at 10:03 AM.*

**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.