



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

TUESDAY, MARCH 24, 2026 8:30AM P.S.T

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 Stone called the meeting to order at 8:32AM.*

II. ROLL CALL

*ECVA Board Members Present: Pat Anderson, Vice Chair  
Chip Stone, Chairman  
Steve Burrows  
Delmo Andreozzi*

*ECVA Board Members Absent: Dave Zornes*

*ECVA Staff Present: Annette Kerr, Executive Director  
Michelle Cromwell, Marketing & Advertising Manager  
Kimberlee Longley, Sales & Events Manager  
Selina Morales, Sales & Events Coordinator  
Rafael Jacobo, Facilities Manager*

*Visitors: Rudy Herndon, Humboldt Hideaway Music Fest  
Juanita Luna  
Daniela Luna, EHS Senior Class President  
JB Anderson, Elko Lions Club*

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. APPROVAL OF MINUTES

A. Approval of February 24, 2026 Minutes

**FOR POSSIBLE ACTION**

*Board member Andreozzi moved to approve February 24, 2026 Minutes. Vice Chair Anderson seconded. Motion carried (4-0). No public comment was received.*

## **VI. OLD BUSINESS**

- A. Presentation by various organizations in regard to the success of their events or sponsorships. These organizations received marketing funds and/or sponsorship funding from the ECVA. Presentations are required as outlined in the Notice of Funding Opportunity, and by the ECVA Board of Governors.

**FOR POSSIBLE ACTION**

*Daniela Luna, EHS Senior Class President, thanked the Board of Governors for donating a laptop to the Safe and Sober Graduation Party, where one of the 326 graduating students will receive it.*

## **VII. NEW BUSINESS**

- A. Review, discussion and possible acceptance of the 2026/2027 Elko Convention & Visitors Authority Tentative Budget as presented.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the 2026/2027 Elko Convention & Visitors Authority tentative budget, noting that the highlighted property tax revenue number is provided by the State of Nevada and will not be published until tomorrow, March 25<sup>th</sup>. Board member Andreozzi shared that he spent about an hour reviewing the budget with Executive Director Kerr, noting a net increase of two positions due to staffing shortages, along with discussion of other line items. Vice Chair Anderson moved to accept the 2026/2027 Elko Convention & Visitors Authority Tentative Budget as presented with the acknowledge that Executive Director Kerr will have to adjust the budget funds including Debt Service, requiring property tax revenues totaling \$753,363.00. Board member Burrows seconded. Motion carried (4-0). No public comment was received.*

- B. Review, discussion and possible acceptance of the five (5) year Capital Improvement Plan (CIP) and matters related there to.

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented and explained the five (5) year Capital Improvement Plan (CIP). Board member Andreozzi moved to approve the five (5) year Capital Improvement Plan (CIP) as submitted. Vice Chair Anderson seconded. Motion carried (4-0). No public comment was received.*

- C. Discussion and consideration to approve the Executive Director as the account administrator for all accounts, including the ability to sign necessary documents as required, which also includes business credit/debit cards and the treasury prime platform with WaFd Bank.

**FOR POSSIBLE ACTION**

***Executive Director Kerr stated that, as part of the transition to WaFd Bank, the bank requires this authorization in writing, which would allow her to serve as account administrator for all accounts while still bringing necessary items before the Board of Governors, as she currently does for Nevada State Bank and Western Alliance Bank. Executive Director Kerr also clarified that the treasury platform provides training on how to use the accounts and system.***

***Vice Chair Anderson moved to approve the Executive Director as account administrator for all accounts, including authority to sign required documents and manage business credit/debit cards and the Treasury Prime platform with WaFd Bank. Board member Burrows seconded. Motion carried (4-0).***

***No public comment was received.***

- D. Discussion and consideration to approve all ECVA Board of Governors, the Executive Director, the Sales/Events Manager, and the Accountant as authorized signers on the bank accounts, credit/debt cards with WAFd Bank. The following limits would apply to checks, the Board of Governors - no limit, the Executive Director up to \$15,000.00, the Sales and Events Manager and Accountant up to \$3,000.00. All checks will have two signatures.

**FOR POSSIBLE ACTION**

***Executive Director Kerr explains purpose of request is WaFd bank needs who can sign as well as limits. Executive Director Kerr explains that she is currently at \$10,000.00 but with the increase in costs she is having to get an additional signature more often and this would just be more convenient. Board member Burrows moved to approve all ECVA Board of Governors, the Executive Director, the Sales/Events Manager, and the Accountant as authorized signers on the bank accounts, credit/debit cards with WaFd Bank. The following limits would apply to checks, the Board of Governors - no limit, the Executive Director up to \$15,000.00, the Sales and Events Manager and Accountant up to \$3,000.00. All checks will have two signatures. Vice Chair Anderson seconded. Motion carried (4-0).***

***No public comment was received.***

- E. Discussion and consideration to increase the Executive Director's credit card limit to \$15,000.00 and directing the Executive Director to facilitate assigning card limits per user, once the primary cardholder account is created.

**FOR POSSIBLE ACTION**

***Executive Director Kerr stated that the same philosophy behind the \$15,000 increase limit on checks also applies to the credit cards. Board member Andreozzi asked which staff members have cards, Executive Director Kerr indicated herself, Kim Longley, Sales & Events Manger, Michelle Cromwell, Advertising/Marketing Manager, and Rafael Jacobo, Facilities Manager, and the accountant, when we had one. Current credit card limits were discussed with giving the Executive Director the ability to set those limits. Board member Burrows moved to approve an increase in the Executive Director's credit card limit to \$15,000.00 and directing the Executive Director to facilitate assigning card limits per user, once the primary cardholder account is created. Vice Chair Anderson seconded. Motion carried (4-0).***

***No public comment was received.***

- F. Discussion, consideration and possible approval to change one Marketing/Lodging committee position from Lodging – Gaming Entity to an additional Lodging Entity.

**FOR POSSIBLE ACTION**

***Mrs. Cromwell explained that one Lodging-Gaming Entity position is currently open and believes changing it to a Lodging Entity position might make it easier to fill. Vice Chair Anderson stated that a person previously named for this position has missed the last three meetings and suggested rearranging it. Vice Chair Anderson moved to approve to change one Marketing/Lodging committee position from Lodging – Gaming Entity to an additional Lodging Entity for the Marketing Committee. Board member Burrows seconded. Motion carried (4-0).***

***No public comment was received.***

- G. Discussion and possible action regarding the approval of an ECVA sponsorship for the Rides & Rods Elko Classic Car Show in the form of a facility usage fee waiver for one-half of the Lobby, Cedar Room, Room Set, Circular Drive, Side Grass Area, Back Parking Lot of both buildings, Lauren Moren Theater, of the Convention Center for three days, not to exceed a total value of \$3,700.00.

**FOR POSSIBLE ACTION**

***Chairman Stone referred this item to Vice Chair Anderson, as he will be abstaining. Mrs. Longley presented the request, explaining that an additional day, Thursday, has been added, and the theater is reserved as a backup in case of bad weather, making the requested amount of \$3,700.00 a high estimate. Board member Burrows moved to approve an ECVA sponsorship for the Rides & Rods Elko Classic Car Show in the form of a facility usage fee waiver for one-half of the Lobby, Cedar Room, Room Set, Circular Drive, Side Grass Area, Back Parking Lot of both buildings, Lauren Moren Theater, of the Convention Center for three days, not to exceed a total value of \$3,700.00. Board member Andreozzi seconded. Motion carried (3-0-1) Chairman Stone abstained. No public comment was received.***

- H. Discussion and possible action regarding the approval of an ECVA sponsorship of \$1,000.00 to \$4,000.00 for the Schellraiser's Humboldt Hideaway, a two-day indie music festival to be held at Wells City Park on May 29 and 30, 2026.

**FOR POSSIBLE ACTION**

***Rudy Herndon, founder and organizer of the Schellraiser's Humboldt Hideaway Music Festival, gave a presentation outlining the 2026 event and how the funds would be used if awarded. Board Member Andreozzi moved to approve \$2,500.00 sponsorship for the 2026 Schellraiser's Humboldt Hideaway under the condition that some of the bands and band folks stay in Elko properties and the logo be included on advertising materials. Board Member Burrows seconded. Motion carried (4-0). No public comment was received.***

- I. Discussion and possible action regarding the approval of an ECVA sponsorship for this year's 4<sup>th</sup> of July 2026 Fireworks Show. The Elko Lions Club is seeking sponsorship of \$5,000.00 to help with the costs of this community event. ECVA has donated \$5,000.00 in the past years.

**FOR POSSIBLE ACTION**

***Board Member Andreozzi and Chairman Stone disclosed that they are members of the Lions Club but have no pecuniary interest and can make a fair and impartial vote. JB Anderson with the Elko Lions Club gave a presentation explaining the 2026 4<sup>th</sup> of July Fireworks event and how the funds would be used if awarded. Board member Andreozzi moved to approve \$5,000.00 sponsorship. Vice Chair Anderson seconded. Motion carried (4-0).***

*No public comment was received.*

- J. Discussion, consideration, and approval to go out to bid for the repairs to The E Center roof, including indoor ceiling, sheetrock, glass, and other discoverable issues. Estimated costs are between \$30,000.00 to \$50,000.00.

*Executive Director Kerr stated that she is seeking approval to go out to bid and explained that she met with Mr. Jacobo and Braemar Construction for an initial estimate, which came back at over \$29,000.00. Executive Director Kerr explained that while the project falls under NRS 332 as a maintenance project rather than a public works project, bids are still being obtained for approval by the Board of Governors. Board members then discussed the matter. Board member Burrows moved to approve to go out to bid for the repairs to The E Center roof, including indoor ceiling, sheetrock, glass and other discoverable issues. Vice Chair Anderson seconded. Motion carried (4-0).*

*No public comment was received.*

**FOR POSSIBLE ACTION**

## **VIII. REPORTS**

### **A. Financial Reports**

**FOR POSSIBLE ACTION**

*Executive Director Kerr presented the financial reports. Board member Burrows moved to approve the financials as presented. Vice Chair Anderson seconded. Motion carried (4-0). No public comment was received.*

### **B. Marketing Report**

**NON-ACTION ITEM**

*Mrs. Cromwell presented the marketing report.*

### **C. Events & Catering Report**

**NON-ACTION ITEM**

*Mrs. Longley presented the events and catering report.*

### **D. Facilities**

**NON-ACTION ITEM**

*Executive Director Kerr presented the facilities report and mentioned interest in possibly purchasing a dump trailer to offset the nearly 50% price increase from Elko Sanitation. Discussion took place regarding the exclusive franchise agreement between the City of Elko and Elko Sanitation. Executive Director Kerr will look into the matter.*

## **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**

*Chairman Stone shared on behalf of Brandon Stone that “thank you” videos are being widely advertised and the robot build is being completed today. Vice Chair Anderson asked if the ECVA would receive a copy of the geothermal engineering plans. Executive Director Kerr stated that the ECVA is no longer working with McMullen & McPhee and is in the process of hiring an accountant through American Staffing, with Susan Paprocki selected for the position. Board Member Burrows thanked the ECVA facility staff for all of their help during the Health & Fitness Fair, specifically Helms for starting at 6 a.m. to ensure everything was ready, and shared that 725 free lab draws were done, with services still available at the hospital through April 4th from 8 a.m. to 8 p.m.*

**X. COMMENTS BY THE GENERAL PUBLIC**

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**NON-ACTION ITEM**

*Chairman Stone shared that the EHS Booster Club presented at the recent Elko City Council meeting about the new track and encouraged everyone to view and support the project if possible.*

**XI. MEETING SCHEDULE**

A. The next Board of Governors meeting is scheduled for April 28, 2026, at 8:30am.

**FOR POSSIBLE ACTION**

*Chairman Stone shared that Clean Up Green Up Day is on April 25<sup>th</sup> and invited everyone to participate.*

**XII. ADJOURNMENT**

**FOR POSSIBLE ACTION**

*Chairman Stone adjourned the meeting at 10:23am.*

**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.