

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
April 17, 2024  
Winnemucca Convention Center  
50 West Winnemucca Boulevard  
Winnemucca, Nevada 89445

The meeting was held at the date and place described above at the time scheduled on the posted meeting notice and agenda. The attendees in-person and via remote technology and absences were as follows:

*Convention and Visitors Authority Board Officials Present:*

Brian Stone, in-person	Chair and Hotel Representative
John Arant, in-person	Vice Chair and Business Representative
Terry Boyle, in-person	Treasurer and Motel Representative
Theresa Mavity, in-person	City Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

*Convention and Visitors Authority Board Officials Absent:*

Ron Cerri	County Representative
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*Staff Members Present:*

Kim Petersen, in-person	WCVA Director
Shanna Dangel, in-person	Administrative Clerk

*Staff Members Absent:*

None

*Others Present:*

Maggie Williams, in-person	Humboldt Hospital Auxiliary
Krissy Burchette, in-person	Winnemucca Host Lions Club
Josh Burchette, in-person	Winnemucca Host Lions Club
Rob Johnson, in-person	Winnemucca Host Lions Club
Sunny Johnson, in-person	Winnemucca Host Lions Club
JoAnn Johnson, in-person	Winnemucca Host Lions Club

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL, DETERMINATION OF QUORUM

The meeting was called to order at 2:59 pm, the board members in attendance constituted a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, April 12, 2024, at the Convention Center West Hall (the place of the meeting), the Convention Center East Hall, online at [notice.nv.gov](http://notice.nv.gov), online at [winnemucca.com](http://winnemucca.com), and online at [humboldtcountynv.gov](http://humboldtcountynv.gov). No persons have requested mailed notice during the past six months.

**No action taken.**

4. BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a "business," as the term is defined by statute, the board agreed, and

**Theresa Mavity moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or to directly restrict the formation, operation, or expansion of a business. Motion carried, 4-0.**

5. CLAIMS REVIEW

The following claims were submitted in list form to the board members with the meeting notice and agenda; there was the opportunity to review and obtain further information before or at the meeting:

BANK ACCOUNT  
Nevada State Bank

CHECK NUMBERS  
27416 – 27475

AMOUNT  
\$193,429.02

**Brian Stone moved to approve all claims submitted for April 17, 2024. Motion carried, 4-0.**

## 6. CONSENT AGENDA

6.1) Accommodation Tax 9-month refund requests as follows: Brown (\$432.00), Briggs (\$361.90), LaGrand (\$599.46).

6.2) WCVA Meeting Minutes  
Meeting Minutes March 21, 2024

**John Arant moved to approve the consent agenda as submitted. Motion carried, 4-0.**

## 7. GENERAL BUSINESS

7.1) Krissy Burchette, Winnemucca Host Lions Club, Festival of Trees, November 27–December 1, 2024, East Hall Facility Fee Request. \$2,500.

Krissy Burchette requested a facility fee grant for use of the entire East Hall for the Winnemucca Host Lions Club Annual Festival of Trees Event. Burchette noted the event has been well received by the community and very successful. This year they will be adding a Christmas tree lighting ceremony.

**John Arant moved to approve the request by the Winnemucca Host Lions Club for a facility fee grant for the East Hall, not to exceed \$2,500. Motion carried, 4-0.**

7.2) Maggie Williams, Humboldt Hospital Auxiliary, Hospital Auxiliary Award Dinner, May 21, 2024. West Hall Facility Fee Grant, \$320.

Maggie Williams requested a facility fee grant for the West Hall to hold the Humboldt Hospital Auxiliary Award Dinner, Director Petersen reminded the Auxiliary that any catered event requires a fee of 15% of the gross receipts.

**John Arant moved to approve the request by the Humboldt Hospital Auxiliary for a facility fee grant for the West Hall, not to exceed \$320. Motion carried, 4-0.**

7.3) Kim Petersen, WCVA Director, Request for a Cooperative Funding Grant Request of \$2,000 and a Facility Fee Grant Request of \$3,800 for use of the Winnemucca Event Complex and Exhibit Hall to hold the 2024 Nevada Safety Olympiad, July 8-13, 2024.

Kim Petersen requested on behalf of the 2024 Nevada Safety Olympiad for a cooperative funding grant of \$2,000 and a facility fee grant for the use of the Winnemucca Event Complex and Exhibit Hall for \$3,800. Petersen said the 2023 event was successful and brought competitors to town who stayed in the motels and contributed to the local economy. It has been many years since the event was held in Winnemucca and their return in 2024 is welcomed.

**Theresa Mavity moved to approve the request for support of the 2024 Nevada Safety Olympiad with a cooperative funding grant of \$2,000 and a facility fee grant for the Winnemucca Event Complex and Exhibit Hall, not to exceed \$3,800. Motion carried, 4-0.**

7.4) Request to ratify claim expenditures from the April 2, 2024, WCVA Special Meeting, check # 27416-21430.

**John Arant moved to approve the request to ratify the claim expenditures from the April 2, 2024 WCVA Special Board Meeting. Motion carried 4-0.**

## 8. DIRECTOR'S REPORT

Director Peterson gave an update on the East Hall Renovation Project, stating that the pre-con meeting took place and that the general contractor and subcontractors were working on scheduling and preparing to order materials. A construction start date has not been determined.

Director Petersen reported that he was contacted by a National Horseshoe Tournament organizer who is interested in purchasing the clay from the tournament held in Winnemucca 2021. He requested the matter be placed on the May WCVA meeting agenda.

Director Petersen updated the board on the vacant position in the office at the WCVA, stating that interviews were taking place and it is hoped the position will be filled quickly.

9. COUNSEL REPORT

Legal Counsel Maher reported that he is working on finalizing the documentation for the East Hall Renovation Project.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

(10.1) Administrator Swensen reported that room tax revenue was down 10% from the previous year and that the next three months will be crucial to the earnings for the WCVA FY 2023/24. The budget may need to be amended for the East Hall Renovation Project.

(10.2) Administrator Swensen requested that the May WCVA Board meeting be moved to May 22, 2024 for budget review and approval.

**Brian Stone moved to approve the request to change the date for the May WCVA Board meeting May 22, 2024. Motion carried 4-0.**

11. OTHER REPORTS

(11.1) Cumming Group requested a special Board meeting to be held on April 2, 2024, due to the need to move quickly once the bids are received for the East Hall Project. The Board agreed to meet on the date requested at 1:30 pm.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

**John Arant moved to adjourn the meeting at 3:24 pm. Motion carried, 4-0.**

Respectfully submitted,

Shanna Dangel  
Administrative Clerk

**APPROVED:** May 22, 2024

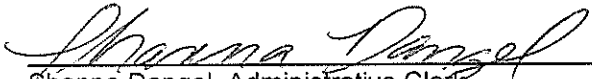
**VOTE:** WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

**AYES:** Stone, Arant, Boyle, Mavity  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** Cerri  
**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

  
\_\_\_\_\_  
Brian Stone, Chair

  
\_\_\_\_\_  
Shanna Dangel, Administrative Clerk