

**White Pine County Tourism and Recreation Board**  
**Bristlecone Convention Center – Main Room**  
**Regular Meeting Minutes**  
**January 25, 2022 - 4pm**

**1. Call to Order; Pledge of Allegiance**

Chairman McIntosh called to order the White Pine County Tourism and Recreation Board meeting at 4 pm. Director Horvath led in the pledge of allegiance.

**2. ROLL CALL**

<b>Board Members Via Zoom</b>	Chairman McIntosh, Marietta Henry, Bryane Goeringer
<b>Board Member Present in Person:</b>	Ian Bullis (Arrived at 4:10 pm)
<b>Board Members Absent</b>	Kurt Carson
<b>Staff Present</b>	Kyle Horvath, Errol Porter via Zoom
<b>Legal Counsel</b>	McKinzie Hilton
<b>Public Present via Zoom</b>	Mary Cain from Eide-Bailly
<b>Public Present in Person</b>	George Chachas, Rudy Herndon and Libby Rose from Schellraiser, Michael Couch from Great Basin Pyrotechnics

**3. Public Comment:** Michael Couch from Great Basin Pyrotechnics thanked the Board for all their support with Fire and Ice and all the firework shows. George Chachas commented that at the last meeting there was a Shadrach Michaels on the payroll. Is he an employee of this facility? Recently we have had snow storms and you have failed to remove the snow from the parking lot and have ice melting on the west side of the facility flowing out onto the sidewalk presenting a slip and fall hazard. I would like to know if you have received any notice from the City. Councilman Carson, I am concerned the City is selectively enforcing its ordinance. To date George has not received a clear answer as to why this Board is paying \$64 for Doris Lawler. He has also not received anything regarding the money given to the Community Choir for pigeon control. Again, another item, the money that this Board has given to the County golf course. No report. The Nevada Northern Railroad does not operate under the Nevada Open Meeting Law. When you consider the amount of money they take, the taxpayer needs to know how that money is spent. Mr. Chachas has yet to receive anything regarding Ed Spear being properly licensed. He has not received any information regarding different properties where there is activity.

**4. New Business:**

**A. Approval of Agenda, Including Removal of Agenda Items-Chairman McIntosh**

**Motion:** Member Henry made a motion requesting that under Item 4. New Business item G, Report by Eide-Bailly on 2021 Financial Audit and Acceptance of Report, that we postpone this item until next month so that we will have proper time to review the documentation. We just received it an hour ago. Director Horvath said this would require another extension with the State. The documentation that was sent three days ago was sent out to the Board. It is the latest document that came in this afternoon that was sent out about an hour ago. Mr. Horvath deferred to Mary Cain from Eide-Bailly to see if she could return next month if an extension were filed. She spoke advising that the audit is due to the Department of Taxation by the end of the month. She said you would have to contact them to get an approval to get

an extension to the end of February. The original draft was sent out to the Board and there have been no major changes from that draft. If the Department does not grant you an extension and you do not get this filed on time, it could be a violation of NRS. Chairman McIntosh wanted to know why this was cut so close. Ms. Cain said the original draft was given to Kyle on December 31 as required and that we have been going back and forth with our final review. Legal Counsel Hilton spoke to the full options available to the Board. She said to keep in mind that it is totally the Board's discretion whether to hear this agenda item today. An alternative to getting an extension would be to call a special meeting. Chairman McIntosh said a possibility is that we go ahead and hear this report at this time. Member Henry rescinded her motion so we could hear the report and then decide whether to call a special meeting.

**Motion:** Member Henry made a motion to approve the agenda as presented.

**Motion Seconded:** Member Goeringer **Motion carried**

Member Bullis arrived; 4:10 pm.

**B. Approval of Minutes: November 23, 2021**

**Motion:** Member Henry moved to accept minutes of December 28, 2021.

**Motion Seconded:** Member Goeringer **Motion carried**

**C. Election and Approval of Board Positions, including: Chair, Vice-Chair, Treasurer and Secretary:**

**Motion:** Member Goeringer made a motion that we continue with the Board positions as they currently are: Caroline McIntosh as Chair; Marietta Henry as Vice-Chair; Ian Bullis as Treasurer; and Bryane Goeringer as Secretary.

**Motion Seconded:** Member Henry **Motion carried**

**D. Review of the Financial Report**

Director Horvath reported the amounts collected and disbursements made. November and December were two great months for room tax. In discussing the budget, we are at 77.7% of where we were budgeted for this time of year with six more months to come in. We are operating now at a \$287,355.92 surplus.

**E. Ratify Bills:**

**Motion:** Member Henry made motion to pay check nos. 10704 through 10752 excluding check no. 10727 in the total amount of \$148,091.58

**Motion Seconded:** Member Goeringer **Motion carried**

**F. Approval to Pay Bill to Bath Lumber:**

Chairman McIntosh advised she will abstain voting on this item because of her interest in Bath Lumber.

**Motion:** Member Henry made a motion to pay check no. 10727 in the amount of \$194.86.

**Motion Seconded:** Member Goeringer **Motion carried with one abstention**

**G. Report by Eide-Bailly on 2021 Financial Audit and Acceptance of Report:**

Mary Cain from Eide-Bailly gave the presentation. She thanked Kyle, Jeff, and the Staff in getting the information needed to conduct the audit. In her overview she spoke to management’s responsibility for the financial statements and the auditor’s responsibility. She then gave the Opinion that the financial statements referred to above present fairly in all material aspects. She referenced a new paragraph entitled Correction of Error that relates to capital outlay and capital assets and is shown as Note 11 in the financial statements. Other Matters goes through other information in the report. She said the Management’s Discussion and Analysis is more of a narrative and tells you how the numbers fit together. She briefly went over the financial statements. She said the Board conformed to all significant statutory and legal constraints with two exceptions where the budget was overspent in Culture and Recreation and Intergovernmental. They are required to note this in the financial statements. She proceeded to discuss Note 11 – Prior Period Adjustment relating to a capital outlay expenditure which required the beginning fund balance to be restated so the error was corrected. In the Internal Control section, they are required to report on those but not test them. They did find a couple of deficiencies which are explained fully in the report. Ms. Cain noted that NRS requires that you do a corrective action plan to answer to the findings of possible NRS violations within sixty days.

**Motion:** Member Henry made a motion that we approve and accept the report of Eide-Bailly for the financial audit.

**Motion Seconded:** Member Goeringer

**Motion carried**

**H. Update on Schellraiser Music Festival - June 2-5, 2022:**

Libby Rose is working with Rudy Herndon on the planning of the festival. She has been meeting with people in the county and city, going through production timelines, food vendors, legal requirements and safety protocols. Rudy Herndon thanked Kyle and Errol for all their help. He is appreciative of the grant that Kyle achieved for them. He spoke to the campground project saying they are well ahead of schedule. In reference to marketing, he is advertising extensively in Salt Lake City with print advertising and radio spots. They are focusing now on secondary markets in Las Vegas, Reno, Elko, St. George, and Twin Falls. Errol is working on the tool kit that will include all our efforts; it will be made available to all the hotel/motels. Kyle indicated the tool kit will be ready within two weeks.

**I. Tourism Update on 2021 Projects:**

Kyle said this was an amazing year for tourism in White Pine County. On the economic impact, he said we brought in \$1.9 million in room tax revenue which equates to \$15 million in lodging revenue – a 40% increase from 2020. He broke down the highlights in history, arts and culture, outdoor recreation, and events. Included in the report is the 2021 event calendar showing the events Tour and Rec put on and others that we made posters for or gave marketing services to. He spoke to the upgrades in the facility, our relationships/partnerships with various organizations, marketing highlights, and the numerous grants that we received. Chairman McIntosh thanked Kyle and Staff for this report. It is important that we take a reflective look at what we have accomplished.

**J. White Pine Public Golf Course Update:**

Kyle went over the report submitted by the golf pro Randy Long. It gave a breakdown of rounds played, number of visitors, various fees collected, and a breakdown of events held in 2021. The overall summary for 2021 shows they have been consistently growing from 2019 to 2020 and into 2021.

**K. Executive Director's Report: a. Marketing; b. Events; c. Facilities**

Director Horvath reviewed the meetings he attended this past month, the accomplishments, the current grants and their status, what is happening in the arts, history updates, outdoor recreation, recent and upcoming events, and ongoing projects.

Marketing Manager Porter gave an update on social media including Facebook, Instagram, and twitter. Followers were up in each category. On targeted digital, his report gave an update on search retargeting through Reach Local and search engine marketing. He gave the top five pages on the website that were visited and the calendar updates. Errol said the tool kit he prepared for Fire and Ice was well received.

**5. OLD BUSINESS:**

**A. Board Member Reports:** Member Bullis said he inadvertently ended up promoting the Ski Ely project to all those attending the Republican Lincoln Day breakfast. Member Henry is working on the financial piece of the American Rescue Plan grant for the horse races.

**B. Agenda Item(s) for Next Board Meeting:** Corrective action plan based on financial audit. Kyle asked that a report of our 2022 goals of what we want to accomplish be an agenda item.

**6. PUBLIC COMMENT:** George Chachas said on the impact report it indicates that Tour and Rec has worked with 150 businesses, organizations, attractions, and events last year. He would like a list of those 150. George said Chairman McIntosh talked about a mask mandate, but it is not just for those who have allergies. Either you have a mask mandate, or you do not. He said you need a sound system. He had difficulty hearing the young lady that was here earlier. He has yet to see anything on the agenda regarding the Heritage Park. He has yet to see anything on the agenda regarding Broadbent Park and the retaining of the present grandstand. The Open Meeting Law says you should give me an answer within three days, not five years.

**7. ADJOURNMENT:** Chairman McIntosh adjourned the meeting at 5:21 pm.

Minutes submitted by: **Judi Bourbeau**

Minutes approved by:

	<u>2/22/22</u>
Name	Date