

SWEETWATER COUNTY EVENTS COMPLEX

Meeting of the Board of Trustees

January 26, 2021

AGENDA:

1. Call to Order
2. Roll Call
3. **Election of Officers**
4. **Conflict of Interest Statements**
5. Approval of Agenda
6. Approvals of December 22, 2020 Meeting Board Minutes
7. Financial Report
8. Approval of Checks:
 - 1st Bank Checks: 57306 – 57323
 - 1st Bank Direct Deposits: 6217 – 6248
 - Commerce Bank Checks: 1448 – 1457
 - Commerce Bank Direct Deposits: 24863 – 24901
9. Public Comment
10. Presentations
 - Welcome Tommy Thoman & Lauren Shoenfeld
11. Listing of February 2021 Events
12. Correspondence
13. Old Business
 - Fair 2021 Planning
 - Cares Act Grant
 - Event Strategy
14. New Business
 - Applications for Deposit of Public Funds
 - MOU with Public Health
 - Labor Costs
 - Zoning Discussion
 - Sweetwater County Parks Meeting Discussion
 - SEC Foundation Updates
15. Closing Comments
 - Staff: Executive Director
 - Board: Open Forum for Board Comments
 - Commissioner Comments
16. Executive Session, if needed.
17. Adjournment

Next Board Meeting is February 23, 2021

**Sweetwater County Events Complex
Meeting of the Board of Trustees
January 26, 2021**

Call to Order:

Chairperson Spicer called the meeting to order.

Roll Call:

Present: Paul Zancanella, Bob Spicer, Rob Zotti, Janet Hartford, Tommy Thoman

Absent: Roger Torgersen, Kaye Goicolea, Donald Pallesen, Commissioner Schoenfeld

Also present: Larry Lloyd, Kandi Pendleton, Shae Lux and Liz Thoman

Election of Officers

- Chairperson – Motion to elect Trustee Bob Spicer as Chairperson by Trustee Hartford. Motion seconded by Trustee Zancanella. Motion passed unanimously.
- Vice-Chairperson – Motion to elect Trustee Rob Zotti as Vice-Chairperson by Trustee Thoman. Motion seconded by Trustee Spicer. Motion passed unanimously.
- Secretary – Motion to elect Trustee Tommy Thoman as Secretary by Trustee Zancanella. Motion seconded by Trustee Hartford. Motion passed unanimously.
- Treasurer – Motion to elect Trustee Kaye Goicolea as Treasurer by Trustee Zotti. Motion seconded by Trustee Zancanella. Motion passed unanimously.

Conflict of Interest Statements

Passed out annual conflict of interest statements to the board members. Each signed and dated.

Approval of Agenda:

Trustee Hartford moved to approve the agenda with the agenda. The motion was seconded by Trustee Zancanella. Motion passed unanimously.

Approval of Minutes

Modification to the agenda wording Trustee Hartford moved to approve the December 22, 2020, board minutes as presented. The motion was seconded by Trustee Zancanella and passed unanimously.

Financial Report:

Cash Balance, January 1, 2021	\$ 981,000.68
Add Receipts	\$173,702.72
Less Expenditures	\$(342,652.30)
Cash Balance, January 26, 2021	<u>\$812,051.10</u>

Trustee Hartford moved to approve the financial report. The motion was seconded by Trustee Zotti and passed unanimously.

Approval of Checks:

Motion to approve-

1st Bank Checks: 57306 – 57323

1st Bank Direct Deposits: 6217– 6248

Commerce Bank Checks: 1448 – 1457

Commerce Bank Direct Deposits: 24863 – 24901

Trustee Hartford moved to approve all checks as presented. Motion seconded by Trustee Zotti. Motion passed unanimously.

Public Comment:

None.

Presentations:

Welcome Tommy Thoman & Lauren Schoenfeld-Kandi gave all board members information sheet of board duties and overview of tasks.

Listing of Events:

Kandi Pendleton reviewed the February 2021 events.

Correspondence:

None.

Old Business:

Fair 2021 Planning – Larry updated on status and plans to move forward with fair and will have layout plan for board at later date. Have met with carnival, 4H/FFA and entertainment contracted.

Cares Act Grant – Kandi gave update on the grants received to this point and status of the repayment from the programs.

Event Strategy- Beginning recruitment of events for the upcoming year(s)

New Business:

Applications for Deposit of Public Funds- for yearly renewal at the three banks Rock Springs National, Commerce Bank and 1st Bank. Trustee Zotti moved to approve. Motion seconded by Trustee Zancanella. Motion passed unanimously.

MOU with Public Health: Larry updated that there is an MOU being written.

Labor Costs: Larry and Kandi updated board regarding the steps to cut labor costs due to budget restraints. Have cut entire staff 10% until end of April then will reevaluate.

Zoning Discussion: presented to board the plan to attempt annex all of SEC property to county and

remove from city limits, board was in agreeance that facility should be county not city. This will be researched more and report back to board with status.

Sweetwater County Parks Meeting Discussion: updated board regarding meeting was held with Commissioner Lloyd, Gary (HR), and Gene Legerski of the county they asked for a partnership to host events at county wide parks. SEC producing and split on revenue, Larry told them we were not in the position to have that kind of partnership off site.

SEC Foundation Update: board voted to restructure the board appointment for the foundation board to consist of the same members as the SEC Fair Board. All other structure of the foundation would remain the same. Trustee Hartford moved to approve. Motion seconded by Trustee Zotti. Motion passed unanimously.

Closing Comments

Executive Director: Larry expressed concern of the times and adjusting to keep facility available and moving forward.

Board Members: Trustee Hartford and Trustee Zancanella asked for clarification and plan for heater use at indoor arena. Kandi explained the scheduling for events and rental times to accommodate while keeping within reasonable budget. Will have hourly figure for heater expense after February billing cycle because how scheduled heater usage and will report back to board with dollar figures. Kandi also shared with board that communication is had with each rental group weekly for them to designate how they would like the heater run times set during their events within reason.

Commissioner Shoenfeld: none

Executive Session: Larry called for an executive session; motion made by Trustee Zotti. Motion seconded by Trustee Zancanella. Motion passed unanimously.

Executive Session Adjourned: Motion to adjourn by Trustee Hartford. Motion seconded by Trustee Zotti. Motion passed unanimously.

Adjournment:

Trustee Hartford moved to adjourn the public meeting and Trustee Zancanella seconded. Motion passed unanimously.

Bob Spicer, Chairman

Tommy Thoman, Secretary