

SWEETWATER COUNTY EVENTS COMPLEX

Meeting of the Board of Trustees

September 22, 2020

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approvals of August 25, 2020 Meeting Board Minutes
5. Financial Report
6. Approval of Checks:
 - 1st Bank Checks: 57251 – 57267
 - 1st Bank Direct Deposits: 6070 – 6102
 - Commerce Bank Checks: 1415 – 1422
 - Commerce Bank Direct Deposits: 24689 – 24729
7. Public Comment
8. Presentations
9. Listing of October 2020 Events
10. Correspondence
11. Old Business
 - Well Project Update
12. New Business
 - Staffing Changes
 - Fair 2021
13. Closing Comments
 - Staff: Executive Director
 - Board: Open Forum for Board Comments
 - Commissioner Comments
14. Executive Session, if needed.
15. Adjournment

Next Board Meeting is October 27, 2020

**Sweetwater County Events Complex
Meeting of the Board of Trustees
September 22, 2020**

Call to Order:

Chairperson Spicer called the meeting to order.

Roll Call:

Present: Paul Zancanella, Bob Spicer, Janet Hartford and Rob Zotti.

Absent: Roger Torgersen, Faith Harris, Kaye Goicolea and Donald Pallesen

Also present: Larry Lloyd, Kandi Pendleton and Erika Koshar

Approval of Agenda:

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

Approval of Minutes

Approval of the agenda with the agenda, should be addition.

Trustee Zotti moved to approve the August 25, 2020, board minutes as presented. The motion was seconded by Trustee Zancanella and passed unanimously.

Financial Report:

Cash Balance, September 1, 2020	\$124,112
Add Receipts	\$23,731
Less Expenditures	\$266,602
 Cash Balance, September 22, 2020	 <u>\$36,497</u>

Trustee Zancanella 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: 57251 – 57267

 1st Bank Direct Deposits: 6070 – 6102

 Commerce Bank Checks: 1415 – 1422

 Commerce Bank Direct Deposits: 24689 – 24729

Trustee Spicer inquired as to the check written to Robert Perry. It was noted that it included his retirement package and employment payout.

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

Public Comment:

None.

Presentations:

None.

Listing of Events:

Erika Koshar reviewed the October 2020 events.

Correspondence:

None.

Old Business:

Well Project Update – Director Lloyd noted that the final phase of the well project is currently being worked on now. The electricity connections are complete and we are waiting for the final connection. We anticipate having water pumping by next week.

Trustee Spicer inquired if we will close off the old well. It was noted that the Speedway and the overhead loader will continue to utilize the original well water.

New Business:

Staffing Changes: The Sweetwater Events Complex Administration Office has seen a few changes in this last month.

- Robert Perry, the SEC Accountant, retired as of August 31st
- Lena Warren, the Marketing & Events Coordinator has taken a new position at the hospital, as of September 30th
- Three maintenance employees will return to SEC at the end of October

At this time, we are not filling the accounting and coordinator positions. In total, we have reduced by 7 employees since last February.

Fair 2021: SEC staff began the planning process for Fair 2021. We have invited our concert promoter & carnival vendor to meet with us on October 7th for a walkthrough of the property. We have some new plans/ideas for distancing and budget reduction to complete the event in 2021. It will be as large as in the past, but arranged differently. We are still hosting entertainment across the property. A few changes we made for 2020 are going to stay in place, such as stalling the beef in the stalls rather than tie outs in the East Arena, encouraging pen clean out through premiums, scheduling the horse & show ring set ups based on our limited manpower, etc.

Trustee Spicer noted that it seems that 2021 is a great time to make these changes.

Additional: Two RV Rally contracts have been confirmed for the next couple years. They will be a great push for our cash position in the future.

We have signed a contract with Horse Racing and began developing a plan for track safety and facility improvements in the future. The last 5 weeks of rental worked out well this year. They

maintained the track, paid for stall cleanout, rented campsites and more. It was a beneficial arrangement this year. Trustee Spicer inquired we received additional funds this year than prior years. The committee fronted their payment and processed all garbage removal and other needs on the grounds.

The Events Complex is continuously being recognized as a benefit to both the Sweetwater County and State of Wyoming as we bring in large groups and they stay in the State during this different time.

Trustee Zancanella noted his appreciation to the SEC staff for keeping the facility running and in impeccable shape for the local community. He has noticed a number of motorcycles on the MX track, horses on the property and the Stock Car track busy this year.

Improvements to Exhibit Hall – HVAC is currently being installed into the new side rooms, Bison Room & Pronghorn Room. Once finished, the two rooms will be climate controlled and able to utilize year round.

Closing Comments

Executive Director: Bear with us as we continue to adjust our status quo.

Board Members: Trustee Zotti noted his appreciation to the Staff as we navigate these strange times.

Commissioner Lloyd: At the last Commission meeting they started talking strategic planning. The second meeting will be held in November and invite the component units as well. The interaction has been great and well received. It feels good to start putting a plan in place for this County. Lloyd would additionally like to begin discussing a plan for the budget as it is going to be hit with shortfalls larger than anticipated.

Additional discussion regarding the Lagoon Street building at the County level.

Adjournment:

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

Bob Spicer, Chairman

Faith Harris, Secretary