

MINUTES OF THE REGULAR MEETING OF THE  
WALTER GERRELLS CIVIC CENTER ADVISORY BOARD  
CIVIC CENTER ANNEX  
4012 NATIONAL PARKS HWY  
TUESDAY, AUGUST 1, 2017 AT 6:00 PM

**1 ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:**

Meeting was called to order at 6:10 pm by Steve Sauer, Chairperson. It was determined there was a quorum.

Voting Members Present: Steve Sauer, Chairperson  
Damien Capello  
Robert Young  
Mark Barela  
Todd Hyden

Voting Members Absent: Linda Wiggins  
Kristopher Walls

Ex-officio Members Present:

Ex-officio Members Absent: Dale Janway, Mayor  
Steve McCutcheon, City Administrator  
Jason Shirley, Councilor

Others Present: Curtis McKinney, Manager  
Steve Hendley, Director Sports & Recreation

Others Absent:



**2 APPROVAL OF AGENDA:** The motion was made by Mark to approve the agenda Todd seconded the motion. The vote was as follows: Yes –Sauer, Capello, Young, Barela, Hyden, No – None Absent – Walls, Wiggins

**3 APPROVAL OF MINUTES FOR REGULAR MEETING JUNE 6, 2017 -** The motion was made by Mark to approve the minutes for the June 6 regular meeting Todd seconded the motion. The vote was as follows: Yes –Sauer, Capello, Young, Barela, Hyden, No – None Absent – Walls, Wiggins

**4 DIRECTOR UPDATE ON REPAIRS:** Steve Hendley said he is waiting on Jason Burns to update him. He said work is continuing. Curtis said it's moving along from what he has seen.

Steve Sauer said the board needs to look at the contract for the management of the center to see if any changes need to be made. It's time for the city to put out an RFP and the board needs to get those changes to city administration. Steve said he would like to take all the proposed changes to city administration prior to the RFP going out. Mark asked if he was planning on including increasing the term of the contract from one year to maybe two or three years. Steve said he would and any other recommendations the board might have. Steve told the board that Kristopher will be resigning from the board. He has accepted a job offer in Lovington.

**5 MANAGER'S REPORT:** Curtis reported summer has been a little slow; they just finished having a gun show. August is booked every weekend, there's a concert the first weekend. September is booked solid. October he is bringing Colours Couture, it's a Tattoo Festival. Curtis said members from the show Ink Master will be here. He has several vendors lined up. He is hoping this turns out to be a yearly festival. Curtis said he's really concerned about the Hotel situation. He's already hearing that is an issue. The prices are really high, they are running \$200 -\$300. Curtis said he has four gun shows a year; Devon Energy is holding regular meetings during the week.

Steve S. asked if anyone had information on the sound and lighting. Curtis said he sent paperwork over to Jason. Curtis explained to the board the sound system he requested. The sound system and lighting will be two different items. Steve S. asked for clarification on the funding for the sound system. Did it come from the insurance or Lodgers' Tax? Curtis said it came from Lodger's Tax.

Curtis said he feels like the Manager contract should be longer than a year. It's really hard to plan for one year in this business. Whoever the manager is will have to schedule shows sometimes over a year out. Steve S said that is something the board needs to look into before the RFP goes out. Mark asked Curtis how many years he has been the manager, Curtis replied about 3 years.

Steve S. talked to the board about the sign out front. He asked if they could go through Lodger's Tax to replace the sign. With all the new businesses that are in the area it's getting really hard to see the sign. Steve H. said he would look into signs.

**6 ADJOURNMENT:** The meeting adjourned at 6:40 pm

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Chairperson

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Date