

**MSR Board Meeting
10/9/2024**

1. Call to Order: Jason called the meeting to order @ 5:40 p.m.
2. Establish Quorum: 5 members present

Introduced Tanner Marker, new potential board member. Tanner was voted in by the Board. Five members were present to vote him in.

3. Public Forum: None
4. Approval of Minutes: Rosy will send out to the Board.
5. Treasurer's Report: Report sent out by Kim. A meeting is scheduled on October 22 @ 4 p.m. to review financial statements a bit more in depth. ED and Jason will be meeting with Shaun to have clarification on what needs to be on the report. A concern ED noticed is the separation of the CoR sponsorship: \$60,000. Xcel spreadsheet was provided to CoR. MSR owed the CoR of approximately \$7000 and will be paid. Audit needs to be completed. New Accountant needs to be secured. Bank statements could be beneficial. ED requested that the Executive Board get the financials and review them line item by line item. Board will need to plan another meeting to plan for the \$75,000 from CoR and create a budget. Chart of Accounts are missing and should be clarified. For the October 22, 2024 meeting, the Board needs to prepare questions they may have. ED should have access to QBs. ED does have access to the bank accounts.
6. Executive Director's Report:
 - a. CoR: Quarterly report for CoR almost complete. The report will include the first invoice for the \$75,000 awarded. Connie, Tucumcari, will help ED to incorporate reports into one. Would like ED and MSR to put notices on UFO Festival on their towers.
 - b. All Civic Dinner by Kiwanis scheduled tomorrow for 10/11/2024. Table purchased by ED personally. Dinner, cash bar, dance. Mayor will read the proclamation.
 - c. Chile Cheese Festival/Farmers Market: MSR received \$2000 sponsorship from Xcel and Pioneer Bank. Expenses ran approximately \$1700; donations from local businesses. Leprino was not involved. Two bills are still outstanding. Profit: \$2400-2500. Jonathan Gomez was the entertainment.
 - d. Holiday Event: MSR will be securing sponsorships for the Xmas tree. Damaged tree estimates seem high. Josh Berry, welder, was suggested to repair the tree and ED will follow up with him. Tanner offered to look at it and see if he could fix it. Tree is placed in the courthouse lawn during holidays. Tree, sleigh, reindeer (busted), are stored. Tree lights were put out for bid to Wendy Marley and Jesse McDaniel. Jesse stores the lights in his storage. Storage, maintenance and putting up/taking down is important when considering bids.
 - e. Light parade: December 7, 2024 scheduled. Matanza is on the same day but earlier in the day around 3-4 p.m.

- f. Christmas Market with vendors, etc. No information yet. ED will update with information once she researches. "Nightmare before Xmas" was the theme recommended. Vote was put out on FB.
 - g. Halloween events: Mary Shell, Eclectic Treasures, trick/treating with merchants on 10/31/2024. ED will go on the radio to advertise. MSR will not usually do anything for Halloween but Mary was doing it and ED asked how MSR could help.
- 7. Accreditation: Meeting scheduled on 10/30/2024 @ 2 p.m. @ EDC office. 10/23/2024 all documents have to be submitted to NM MSR. All stakeholders should be invited.
- 8. Wayfind Gateway: ED followed up with Louis Najar, city engineer. One recommendation from the City was to give them the funds for the gateway. Board feels it is outside of MSR scope. Maintenance is very high. CoR provided no match to the funding. Mr. Najar and ED spoke regarding the gateway. A question was posed to the engineer if the CoR will they use the design of MSR and the engineer stated that if MSR turned it over to them, the CoR would own it and put whatever name they agree on. Mr. Najar will put it out for bid and see what comes back for the bid. There are other options of funding to finish the project the way that MSR wants it. Waiting on bid from L Najar for next steps. ED will reach out to him soon to get an update.
- 9. MSR Branding Project: Will move forward with the project. Rodney, Lela, Luke, Cisco and Julianna will be on the committee.
- 10. Annual Stakeholders Meeting: ED will update.
- 11. Sertoma Club/MSR: November 9 is the date for the cash raffle. It will be held at Sertoma Bingo building. Tickets are available for Board members to sell.
- 12. Old Business
 - a. AlienFest: question asked why the Amphitheater is not used. Outdoor grant is available for possible upkeep. Fundraisers: Wool and Mohair building. Tanner's mother runs it.
 - b. Benches @ Molly's house: Where can we store them? ED will text Molly to see if the County could store them for the Culture plaza.
 - c. Policies: ED will place policies on Google Drive to share with the Board for editing purposes.
 - d. Review/Opinion on WebHost/IT: Put it out for bid. Sean would do it but not a real computer guy. ED will call Curtis one more time. Shaun will also be reached out to.
- 13. Closed Non-Public Executive Session
- 14. Other Business/Comments: Reno Air Racing: whole week event. People want to know that MSR role's is in the event. Reno Air Races: CoR was asked for direction but did not get any response. MSR needs to form better relations with EDC. 3 MSR merchants were honored and MSR was not aware. NMMS was asked what MSR's role is? ED suggested a meeting be set up to visit with them as an arm of EDC.
- 15. Adjourn: Jason adjourned meeting at 6:50 p.m.

Meeting minutes recorded by Rosy Rubio, Secretary.