

**Reno-Sparks Convention & Visitors Authority  
Special Meeting held Monday, May 22, 2023, at 9:00 a.m.  
Reno-Sparks Convention and Visitors Authority  
4065 S. Virginia Street, Board Room, Reno, Nevada**

The Reno-Sparks Convention & Visitors Authority Board of Directors met at 9:00 am on Monday, May 22, 2023. The meeting was properly noticed & posted in compliance with the Nevada Open Meeting Law.

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## **A. OPENING CEREMONIES**

### **A1. Call to Order**

Chair Charlene Bybee called the meeting to order at 9:00 am.

### **A2. Pledge of Allegiance**

Chair Bybee asked Board Member Silver to lead the pledge.

### **A3. Roll Call**

The Clerk of the Board took roll call.

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#### **Board Members Present:**

Councilwoman Charlene Bybee, RSCVA Chair  
Commissioner Alexis Hill, Board Member  
Stephen Ascuaga, RSCVA Board Member  
Andy Chapman, RSCVA Board Member [via Zoom]  
Shannon Keel, RSCVA Board Member [via Zoom]  
Rick Murdock, RSCVA Board Member [via Zoom]  
Ann Silver, RSCVA Board Member  
Jessica Sferrazza, RSCVA Board Member [via Zoom]

#### **Board Members Absent:**

Mayor Hillary Schieve, RSCVA Vice Chair

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#### **RSCVA Executive Staff Present:**

Charles Harris, President & CEO

#### **RSCVA Legal Counsel:**

Benjamin Kennedy, Dickson Wright  
Molly Rezac, Ogletree Deakins

#### **Board Clerk:**

Myrra Estrellado, Executive Systems and Sales Administrator

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## **B. COMMENTS FROM THE FLOOR BY THE PUBLIC**

Chair Bybee opened the floor to public comment, there was none. Public comment was closed.

**C. BOARD MATTERS:**

**C1. Approval of the Agenda of the May 22, 2023, Special Meeting of the Board of Directors**

**Motion:** Move to approve the agenda of the May 22, 2023, meeting as presented.

**Moved by:** Board Member Silver

**Seconded by:** Board Member Ascuaga

**Aye:** Board Members: Ascuaga, Bybee, Chapman, Hill, Keel, Murdock, Sferrazza, and Silver

**Nay:**

**Absent:** Board Members: Schieve

**Abstain:**

**Vote:** Motion passed 8-0-1 (Schieve absent)

**C2. President/CEO Separation Agreement**

Chair Bybee said the RSCVA Board of Directors was being asked to review and possibly approve a separation agreement with President and CEO Charles Harris and authorize Chair Bybee to execute the agreement on behalf of the RSCVA. Mr. Ben Kennedy said Mr. Harris' contract would expire at the end of October 2023, should Mr. Harris decide to end his contract earlier, he must provide a 90-day notice. Mr. Harris approached the Chair to request leaving early, ending his contract on June 30, 2023, through the end of the fiscal year. At that point the employment contract would expire. The Board at either the July or August meeting, once the budget numbers are finalized, will evaluate the President and CEO goals and award a bonus accordingly.

Mr. Kennedy wanted to clarify that this agreement was not a buyout. The RSCVA would agree to pay Mr. Harris for work performed until the end of June 30, 2023, with no additional payment except for the FY23 bonus dependent on the metrics outlined in the FY23 goals. There was no severance being paid.

Chair Bybee called for any questions, there were none.

**Motion:** Move to approve the separation agreement as presented and authorize the Chair to execute the agreement.

**Moved by:** Board Member Ascuaga

**Seconded by:** Board Member Silver

**Aye:** Board Members: Ascuaga, Bybee, Chapman, Hill, Keel, Murdock, Sferrazza, and Silver

**Nay:**

**Absent:** Board Members: Schieve

**Abstain:**

**Vote:** Motion passed 8-0-1 (Schieve absent)

Board Member Ascuaga thought it was a positive for everyone to waive the 90-day notice and appreciated Mr. Harris staying on board until the end of the fiscal year.

***D. COMMENTS FROM THE FLOOR BY THE PUBLIC***

Board Member Hill hoped another meeting could be scheduled to address appointing an Interim CEO. Chair Bybee said she would take that into consideration after talking to Legal Counsel.

***E. ADJOURNMENT***

Chair Bybee adjourned the meeting at 9:09 a.m.

The meeting may be viewed at: <https://www.youtube.com/live/b4DfaZt52Qc?feature=share>