

**RENO-SPARKS CONVENTION AND VISITORS AUTHORITY  
NOTICE OF PUBLIC MEETING  
MEETING OF THE BOARD OF DIRECTORS  
Thursday, July 27, 2023, at 9:00 a.m.  
Reno-Sparks Convention and Visitors Authority  
4065 S. Virginia Street, Board Room  
Reno, Nevada**

**BOARD OF DIRECTORS:  
Councilwoman Charlene Bybee, Chair**

Mayor Hillary Schieve  
Mr. Stephen Ascuaga  
Mr. Andy Chapman  
Mr. John East

Commissioner Alexis Hill  
Mr. Richard Jay  
Mr. Rick Murdock

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THIS NOTICE AND AGENDA HAVE BEEN POSTED PER NRS REQUIREMENT, AT LEAST THREE BUSINESS DAYS BEFORE THE MEETING, IN ACCORDANCE WITH NRS 241.020, AT THE MEETING LOCATION AND AT THE FOLLOWING PUBLIC LOCATIONS:

Evelyn Mount Northeast Community Center  
Reno Municipal Court  
Reno-Sparks Convention & Visitors Authority (RSCVA)  
Washoe County Administration Building  
RSCVA Website: [www.rscva.com/public-meetings](http://www.rscva.com/public-meetings)

Reno City Hall  
Sparks City Hall  
McKinley Arts & Culture Center  
Washoe Co. Reno Downtown Library  
Online at <http://notice.nv.gov/>

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This meeting is being livestreamed and may be viewed by the public at the following link: [www.rscva.com/public-meetings](http://www.rscva.com/public-meetings)

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Items on the agenda are for possible action by the Board of Directors unless stated otherwise. Items will not necessarily be considered in the order listed. The Board may combine two or more agenda items for consideration, may remove an item from the agenda, or may delay discussion relating to an item on the agenda at any time. Pursuant to NRS 241.020(6), supporting material is made available to the general public at the same time it is provided to the Board. The designated contact to obtain support materials is Lisa Farmer, 4065 South Virginia Street, Suite 100, Reno, NV (775) 827-7618.

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## **AGENDA**

### **A. OPENING CEREMONIES**

Call to Order  
Pledge of Allegiance  
Roll Call

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

Public comment is limited to three minutes. The public is encouraged to comment on all agenda items as well as issues not on the agenda during the Public Comment period or on "action" items immediately before board discussion of such "action" items. Members of the public desiring to speak must complete a "Request to Speak" form and return it to the RSCVA clerk at the meeting. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comments may not be accepted after the Chairman closes any period for public comment.

## **C. APPOINTMENT OF BOARD MEMBER**

### **C1. RSCVA Board Appointment of the Reno + Sparks Chamber of Commerce Board of Director's Seat Pursuant to NRS 244A.601(1)(d)(3)**

The elected public official members of the Board of Directors will consider and may take action to appoint a representative to the RSCVA Board nominated by the Reno + Sparks Chamber of Commerce. The nominee's appointment will become effective immediately and will be for a two-year term. The Chamber has submitted the following names for consideration:

Mr. Edward Ableser

Mr. Mike Hix

For Possible Action

## **D. CONSENT AGENDA:**

### **1. Approval of the Agenda of the July 27, 2023, Regular Meeting of the Board of Directors**

For Possible Action

### **2. Approval of the Minutes of the June 15, 2023, Regular Meeting of the Board of Directors**

For Possible Action

### **3. Approval of the Minutes of the June 23, 2023, Special Meeting of the Board of Directors**

For Possible Action

### **4. Approval of the Property, Casualty, and Workers Compensation Insurance Policies for Fiscal Year 2023-2024 and Related Coverage in an Amount not to Exceed \$780,616**

For Possible Action

## **E. EXECUTIVE UPDATES**

### **E1. Departmental Updates from Senior Staff**

Members of the Senior Leadership Team (Mike Larragueta – Interim President/CEO and Sales; Courtney Jaeger – Finance; Christina Erny – Marketing; and Trent LaFerriere – Facilities) will deliver updates on current activities and initiatives.

Informational Only

## **F. BOARD MATTERS**

### **F1. Review, Discussion, and Possible Action to Approve and Award the Request for Proposal 2023-ADMN01 for the Reno-Sparks Convention and Visitors Authority Executive Search Firm**

RFP 2023-ADMN01 is for a professional service and as such is exempt from the competitive bidding requirement of NRS Chapter 332. The RSCVA Board of Directors will review, discuss, and possibly take action to select a search firm (DHR Global or Winners Partners) to conduct the RSCVA President/CEO search, and to provide further direction to staff regarding terms to be included in a final contract.

For Possible Action

**F2. Review, Discussion, and Possible Action to Approve of the Fiscal Year 2023-2024 Annual Business Plan**

The RSCVA Board of Directors is being asked to review, discuss, and possibly approve the Annual Business Plan, which will provide staff with specific direction, initiatives, and goals for Fiscal Year 2023-2024.

For Possible Action

**F3. Review, Discussion, and Possible Action Regarding Former RSCVA President and CEO Mr. Charles Harris' Goals and Objectives for FY 2022-2023**

The RSCVA Board of Directors will review, discuss, and may possibly take action to approve the payment of a bonus of up to \$111,998.70 to Mr. Charles Harris based on the achievement of the FY 2022-2023 CEO goals and objectives.

For Possible Action

**G. BOARD MEMBER ANNOUNCEMENTS, REPORTS, AND UPDATES**

RSCVA Board Members may share announcements, reports, updates, and requests for information. This item is informational only, and no discussion among Board Members will take place on this item.

Informational Only

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

Public comment is limited to three minutes. The public is encouraged to comment on all agenda items as well as issues not on the agenda during the Public Comment period. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

**I. ADJOURNMENT**

For Possible Action

For information or questions regarding this agenda please contact:  
The RSCVA Executive Office  
P.O. Box 837, Reno, NV 89504  
775-827-7618