



National Western Center  
 Authority Board Meeting Minutes

<b>Date of Meeting:</b>	March 17, 2022	<b>Time:</b>	9:09 am – 10:05 am
<b>Minutes Prepared By:</b>	Liz Adams	<b>Location:</b>	Hybrid Meeting via ZOOM and In Person SYEC
<b>Meeting Description</b>			
<b>National Western Center Authority Board Meeting</b>			
<b>Authority Board Member Attendance at Meeting</b>			
<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Notes</b>
<b>John Ikard</b>		X	
<b>Lucia Guzman</b>	X Zoom		
<b>Steven McCarthy</b>	X Zoom		
<b>Voting Community Member</b>	Vacant		
<b>Robb Brown</b>	X Zoom		
<b>Kelly Leid</b>	X Zoom		
<b>Sandra Ruiz*</b>	X Zoom		
<b>Brendan Hanlon*</b>	X In Person		
<b>Tony Frank</b>	X In Person		
<b>Bill Mosher</b>		X	
<b>Doug Jones</b>	X In Person		
<b>Paul Andrews</b>	X In Person		
<b>Ernest House</b>	X Zoom		
*Non-Voting Members			
Other attendees including members of the public are as recorded registration for the meeting.			

Submitted by: Liz Adams

Approved by:

Date:



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Topic	Owner	Time
<b>1. Call to Order</b>		
<b>Quorum</b> Meeting was called to order by Steve McCarthy. Quorum present.	Steve McCarthy	9:09 a.m.
<b>2. Board Business/Action Items</b>		
<b>Approval of Minutes for February 17</b> A motion to approve the February 17 minutes was made by Director Jones and seconded by Director Andrews. Motion carried.	Steve McCarthy	9:10 a.m.
<b>3. Chairman Update</b>		
Chairman Ikard was absent. Steve McCarthy made introductory remarks.	Steve McCarthy	9:11 a.m.
<b>4. CEO Update</b>		
Brad provided the Authority update: <ul style="list-style-type: none"> <li>• Community               <ul style="list-style-type: none"> <li>• Community and small business vendor open house for procurements is next week.</li> <li>• 1000 comp tickets to the Jurassic event will be distributes – we have custom codes. Staff and community met to discuss how to distribute We will be handing out vouchers to recreation centers and nonprofits in the GES neighborhoods. Vouchers ust be used by June 30.</li> <li>• Community partner day                   <ul style="list-style-type: none"> <li>○ We will celebrate partners, vendors, construction people, councilmembers by providing tickets in a 2:00 pm – 6:00 pm time block on April 13.</li> </ul> </li> </ul> </li> <li>• There will be a ribbon cutting for the Central Utility Plant (CUP) on April 20 – all board members are invited.</li> </ul>	Brad Buchanan	9:11 a.m.

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<p><b>McCarthy:</b> Won't the stock show patrons understand the difficulties?</p> <p><b>Paul:</b> You can't prepare that building on December 15. We need that schedule to match up and have more time. We need a soft opening in that building.</p>		
<p><b>CSU:</b></p> <ul style="list-style-type: none"> <li>• Shout out to NWC Authority for Jurassic and Art on the bridge.</li> <li>• Preview of new collateral and marketing. We are working hard to get folks to go to Vida. Will partner with NWCA.</li> <li>• We are excited about Terra opening in June – June 8 at 11:00 and Community and Family Day Saturday, June 11.</li> <li>• Terra will have great accessible spaces.</li> <li>• Coming soon: Rooftop greenhouses, green room, teaching kitchen, food innovation lab, soil/water/plant labs, living wall, ag teaching lab, extension and food systems offices and event space.</li> <li>• Working on exterior of Hydro – skrim will go up soon.</li> <li>• We have two new education facilitators and are looking for Events Director and kitchen and food lab manager.</li> <li>• Youth Action Team is back.</li> <li>• Service day with Huerta Urbana is April 12</li> <li>• Construction management students are building raised garden beds for community.</li> <li>• Comms – we continue to communicate through our social network channels.</li> </ul> <p><b>Frank:</b> We are on time on these projects? We are staying on schedule. The new buildings are going to have internet, right?</p> <p><b>McCarthy:</b> Can you send job descriptions. And tell me about the food kitchen.</p> <p><b>Jocelyn:</b> Kitchen will be research and community.</p> <p><b>Brad:</b> A quick thanks to you and JE Dunn for helping facilitate the flow of traffic between the buildings.</p>	<p>Jocelyn Hittle</p>	<p>9:27am</p>





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<p><b><u>Finance Committee</u></b></p> <p><b><u>Financials</u></b></p> <ul style="list-style-type: none"> <li>• Committee met on Monday -       <ul style="list-style-type: none"> <li>○ Income will be higher in March due to partner contributions, revenue from Jurassic</li> <li>○ Expenses will be higher due to Jurassic and higher operations costs.</li> <li>○ District energy loan and CIF funds will move out. Will look like an expenditure when it is actually a transfer.</li> <li>○ All the information is in the board packet.</li> </ul> </li> <li>• We reviewed the Audit report.</li> <li>• <b>ACTION ITEM:</b> Frank made a motion to accept and Jones seconded acceptance of the Audit Report.       <ul style="list-style-type: none"> <li>○ Discussion: Paul and Doug asked if the audit was coming to the board as a whole. It was determined that it does not.</li> <li>○ MOTION PASSED.</li> </ul> </li> </ul> <p>Brendan noted There would be an Executive Session of Finance tomorrow to discuss long term planning.</p> <p>Paul would like to pay Stock Show’s 300,000 payment in September.</p>	<p>Brendan Hanlon/          Meghan Sivakoff</p>	<p>945am</p>
<p><b><u>Campus Services Committee</u></b></p> <ul style="list-style-type: none"> <li>• Updates on community solar and resiliency infrastructure.</li> <li>• We are working on rescheduling for sub-committee meeting.</li> <li>• Working on procurement fair.</li> <li>• Following up on discussion – we are close on executing on the community solar. We have a few more edits but should be in construction by Summer.</li> <li>• Resiliency agreement will come back to committee soon.</li> </ul>	<p>Robb Brown/          Meghan Sivakoff</p>	<p>9:53 am</p>



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<ul style="list-style-type: none"> <li>• We are rescheduling the committee and will be meeting to discuss launch of RFPs. Week of March 31.</li> <li>• We have a vendor open house April 4 – from 4-6 at SYEC. We will talk about future procurements. We are asking vendors to preregister.</li> </ul>		
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<p><b><u>Community Benefits Committee</u></b></p> <ul style="list-style-type: none"> <li>• Congrats on Jurassic. My son gives stamp of approval.</li> <li>• We met on March 9. We have decided to extend meetings to 1.5 hours.</li> <li>• CIF is still meeting to find fiscal sponsor; working on mission and vision</li> <li>• Update on the Jurassic event. We discussed how to develop a process where we provide CIF and community a dashboard to provide information to the community, We look forward to providing transparency.</li> <li>• We talked about community tickets. I appreciate what Paul said about event promoters. I hope we develop the importance of the community tickets and how to disburse.</li> <li>• We ended the meeting discussing community representation on the board. How is the person selected and how do we communicate with the community.</li> <li>• We ran out of time and will continue to work on all the items.</li> <li>•</li> </ul>	Ernest House	9:57 am
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**7. Public Comment**

No public comment.

Sandra asked about free tickets to the Stock Show. Paul responded that they gave out hundreds of tickets to grounds admission tickets. They also have a free day.

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9. Comments and Adjourn		
Board Adjourned.  <b>Note:</b> Following adjournment outgoing board member John Zapien arrived. Board members thanked him for his service and presented him with a letter from Mayor Hancock and a custom NWC belt buckle. John made comments thanking the board and emphasizing the importance of continued progress on the project.		10:05 am

12. Next Meeting:					
<b>Date</b>	April 21, 2022	<b>Time:</b>	9:00 a.m.	<b>Location:</b>	Hybrid and Zoom Webinar

Submitted by: Liz Adams

Approved by:

Date: