| 033B3B**Date of Meeting:**  | October 20, 2022 | 4B4B**Time:** | 59:00 am –  |
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| 6B6B**Minutes Prepared By:** | Anthony Aragon  | 8B8B**Location:** | Hybrid Meeting via ZOOM and In Person LEB |
| 0B0BMeeting Description |
| **National Western Center Authority Board Meeting** |
| 1B1BAuthority Board Member Attendance at Meeting  |
| 9B9B**Name** | 10B10B**Present** | 11B11B**Absent** | 12B12B**Notes** |
| **John Ikard** | X In Person |  |  |
| **Steven McCarthy**  | X Zoom |  |  |
| **Robb Brown** | X In Person |  |  |
| **Diedra Garcia**  | X In Person  |  |  |
| **Kelly Leid** | X Zoom  |  |  |
| **Sandra Ruiz\*** | X Zoom  |  |  |
| **Tony Frank** | X Zoom |  |  |
| **Bill Mosher** | X Zoom  |  |  |
| **Doug Jones** |  | X |  |
| **Paul Andrews** | X In Person  |  |  |
| **Ernest House** | X Zoom  |  |  |
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| \*Non-Voting Members |
| Other attendees including members of the public are as recorded registration for the meeting. Guest: Mark Williams  |

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| **Topic** | **Owner** | **Time** |
| **1. Call to Order** |  |  |
| **Quorum** Meeting was called to order by Chairman Ikard. Quorum present. | John Ikard | 9:02 a.m. |
| **2. Board Business/Action Items** |  |  |
| **Approval of Minutes for September 15, 2022** A motion to approve the September minutes was made by Director Paul Andrews and seconded by Robb Brown. Motion carried.  | John Ikard | 9:03 a.m. |
| **3. Chairman Update** |
| Chairman Ikard provided comments:John introduced Diedra Garcia, new board member. Diedra shared she works for PCL Construction, Supplier Diversity. Prior worked with a non-profit, retired & work with Hispanic Chamber of Commerce. John commented knowing Diedra for many years, excited to have her on the board. New people joining the staff of the NWC. Positive for the new staff members who have joined the team. | John Ikard | 9:04 a.m. |
| **4. CEO Update** |
| Brad provided the Authority update:* Facilities Update – Jenna working on new images for the facilities on the campus, including the SYEC. Updating marketing images.
* In process of a whole series of tours of political candidates, including Mayoral & City Council.

Events: * Adixiom Concert, After Hours Experience, Coloween, Flatiron Breakfast Mtg., Regenerate Agriculture Conference, Sugar Plum Bazaar, Brunch Fest and of course, the Stock Show.
* Tours & visits continue.

Community Conversations: * Facilitator/moderator process continues. CAC+Community on Oct. 26th and a capacity building workshop on November 9th.

Community Engagement Events: Anthony Aragon * LEB – October 4th LPC. 10/18 LUTI Committee, moving forward in the process. 10/25 Mayor/Council 10/31 City Council
* Snow Procurement process being finalized in the Exec Session.
* New NWC Staff Members:
	+ Steven Biederman – Director of Finance
	+ Jessica Koening – Director of Contracts & Procurement
* Chief Operating Officer – 243 applicants. A number of them were on-line job auto posting. 85% were not included. 30-40 short list, a dozen interviews and two final interviews.
* Booking Manager – Job description being written.

Stock Show Prep well underway in partnership with Paul Andrews and his team. NWCA sponsoring Boots n’ Business & Citizens of the West. Each board member will be invited to join either event. Please let staff know if you can attend.  | Brad Buchanan | 9:05 a.m. |
| **5. Partner Reports** |
| **City and County of Denver:** **Construction Update**October 5th, updated arial shared with board. 51st Avenue Bridge, construction largely completed. Waiting for art to be completed. Mike shared photos of the art being created. Regional trail completed DOTI says 51st complete by end of the year. Riverfront Open Space, grass is down, seeding complete. Nice benches, whole entry as you cross the bridge looks amazing. Next Spring the pavilion & seating will be installed. General public will not use 51st Avenue Bridge, only exhibitors will have access to the bridge during Stock Show.  | Mike Bouchard  | 9:25 a.m. |
| **CSU:** Hydro construction is almost complete. Jocelyn shared some photos of the building. Hope is keys in hand 12/2. Grand opening, 1/6/23! Hispanic Top Chef hosted at Terra. Shared upcoming events and programs with board. Shout out to Comms. Team just won a number of awards for branding, content. Water in the West, 11/2-11/3 to discuss global solutions. Truly a global conference discussing water challenges. Community engagement – Bruce Randolph and elementary schools. Direct mailers to 80216 residents. Trying to capture what neighborhood they’re from.  | Jocelyn Hittle |  |
| **WSSA:** Paul created his own virtual presentation. Stock Show tickets are on sale. Free community day is January 10, 2023. 117th Edition. Hiring a lot of staff for Stock Show. In need of volunteers, 800-1,000 needed. Events include coin show, wrestling tournaments, cheerleading championships, cat show, monster trucks, FFA Meet/Greet & holiday food & gift festival. Site plan for Stock Show with NWCA & NWCO. Legacy – over $96 million, planning future fundraising goals. Resetting goal and plan to use stock show events to continue the push. Final design with Tryba Architects and Saunders Construction. Museum on the bottom floor of the four-story building. Legacy Saloon with grab & go food. Entertainment districts should be considered as events are hosted.Stock Show has hired a bus during the stock show, specifically for GES residents. 1,100 people from GES attended SS in 2022 & Stock Show gives a $2 off coupon for the box office.  | Paul Andrews |  |
| **6. Committee Reports** |
| **Finance Committee**Margaret, met new CFO this week.  | Margaret Danuser  | 9:56 am |
| **Campus Services Committee** Robb met to discuss Snow Removal RFP which was forward to the board. Working on a concessions procurement. Smaller RFP for caterers & concessionaires in the interim. Event operations & services is next procurement. | Robb Brown |  |
| **Community Benefits Committee** Ernest, focused a bit on CIF process. Where are opportunities to provide addtl support including fundraising streams. Need a quicker solution to finalize the sponsor. Community process for community board members. | Ernest House |  |
| **7. Information Item: Livestock Center Update** |  |  |
| In midst of active procurement on 20+ different scopes of work. Two bid packages for the building. Long lead items, remaining interior will be bid in Spring. Mike shared sight elements with Board. No detailed schedule just yet but currently reviewing first. December, groundbreaking event with Mayor Hancock. February, construction begins after Stock Show. Coordination with Stock Show & NWCA is key as the project moves forward.  | Mike  | 10:04 am |
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| Information Item: Stock Show Campus Planning  |

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| Partners working together. Authority stepping in as the convenor with all partners. Jen leading a campus coordinating meeting. Learning what each partner is working on, including construction activity, event operations, safety & communications. Wayfinding on the campus has increased amongst partners too. Livestock pad will no longer allow parking once construction begins. A great plan has been created!  | Steve Nalley & Jen Taylor  | 10:24 am  |
| There being no further business, the Chair adjourned the meeting. Adjourn: Motion made by Paul Andrews, second Robb Brown |  | 10:10 am  |
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| **7. Public Comment** |  |  |

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| **8. Executive Session**  |  |  |

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| Motion was made by Robb Brown & seconded by Paul Andrews to enter Executive Session. Motion passed Unanimously. Motion was made by Robb Brown and seconded by Kelly Leid to exit Executive Session. Motion passed Unanimously.  |  | **10:37 am**  |
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| **9. Snow Removal Procurement**  |  |  |

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| Motion was made by Diedra Espinoza and seconded by Kelly Leid to approve a snow removal contract with Elite Industries and authorize the CEO and his designee to complete negotiation and signature of the final contractor. Motion passed Unanimously.  |  | 10:59 am  |

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| Next Meeting: |
| **Date** | November 17, 2022 | **Time:** | 9:00 a.m. | **Location:**  | Hybrid and Zoom Webinar  |