

A Meeting of the
MONTANA HERITAGE COMMISSION

December 12, 2012
Rehearsal Hall, Virginia City, MT

MISSION

The Montana Heritage commission preserves and manages historic resources in Virginia City, Nevada City and Reeder's Alley and promotes the appreciation of history through quality visitor experiences.

Commissioners Present

Marilyn Ross, Chair, Barbie Durham, Bill Howell, Randy Hafer, Bob Lawson, Philip Maechling, Jerry Walker, Andy Poole, Diane Rice, Bruce Whittenberg, Cyndy Andrus

Commissioners Absent

Colin Mathews, Dr. Timothy Lehman

Staff Members Present

Elijah Allen, Business Development Manager; Kate McCourt, Cultural Resource Manager; Kate Slawski

Interested Persons

Bill Koch, Janet Allsted, John Ellingsen, Alison LaFever, Katie Manion, Ellen Baumler

Call to Order

The Montana Heritage Commission was called to order by Chair Ross at 9:07 am.

Approval of June 20 and September 19, 2012 Minutes

Cyndy Andrus made a motion to approve the June and September 2012 minutes and Barbie Durham seconded. Motion approved

Public Comment

Janet Allsted commended Elijah Allen for all the great work he has done in Virginia City. She stated that he has changed the overall feeling of town. Elijah Allen thanked John Ellingsen for the design of the 150th coin. John Ellingsen then thanked Elijah Allen for all the great work that he has done since he started working for the Montana Heritage Commission. Marilyn asked the audience to introduce themselves and tell the commissioners a little about themselves.

Janet Allsted stated that she moved to Virginia City because it feels like home. She also added that she is part of the 150th committee. Ellen Baumler introduced herself and Marilyn talked about the ghost tours that she does during Hallows Eve in Nevada City. John Ellingsen and Bill Koch just stated their names. Alison LaFever introduced herself as the daughter of the owners of the Pioneer Bar and has a master's degree in Historic

Preservation from Columbia University. Katie Manion introduced herself as a third time resident in Virginia City and works at the VC Café in town.

Financial Report

Elijah said he is about to reach his 1 year mark and spoke of his past work history as a banker for Wells Fargo. He also stated a quote by Benjamin Franklin. Elijah suggested to the commissioners that they come and visit Virginia City during the summer. Elijah presented a book called "Good to Great" which talks about companies that are the best and of leadership. Elijah then referred to Andy Poole and how great of a leader that Andy is and how people respect him so much. Elijah reinforced the importance of hiring passionate people. Elijah wants to present a passion award to Jeff Cleverly, Preservation Specialist for his hard work. This award will be presented to him at the Staff Luncheon Party. Elijah asked commissioners to sign a card which he will be giving to Jeff with a spa package for him and his wife.

Elijah started off by reading over the budget stating that MHC has estimated revenue of \$400,000 for the bed tax in 2013. He then stated that the vehicle tax was \$227,000 last year, but he is not so optimistic for that high of a number in the upcoming year. Jerry Walker thinks that the number could be that high. Elijah stated the he is estimating low just as a buffer. July starts a new fiscal year. The only thing that will be changing during the year is the house/cabin rentals. He wants to rent most of them out and increase the rent at some of the concessionaires. Elijah talked about Concessionaires and breaking even with electric fees/ rent fees. He raised Wells Fargo Café rent. Elijah asked that if concessionaires contact commissioners that they would contact Elijah so he can handle it. Diane Rice asked if utilities are written into the rent. Elijah said yes and said rent hasn't been raised but utilities have as he performs a budget billing review every 6 months.

Elijah is going to focus on corporate donations this year. There were some salary increases during the year. Elijah has cut \$55,050 from the budget by cutting the property manager at Reeder's Alley. Elijah has taken on the property manager responsibilities in RA and visits once a week. He stated that April, May, and June will be hard on the budget, since that is the closing of the fiscal year. There is only \$29,000 left in the long range preservation fund which is a red flag and suggested it is time to try and get additional funding.

Work has begun on the Bovey Memorial area in the Depot. Elijah discussed that it is time to get a grant writer.

The Nevada City living history solar light project was discussed. Elijah says that money wise we have practically hit our goal. Marilyn Ross verifies that we do have enough money to do it. She says that Dan Thyer, Living History Curator, is talking to NorthWestern Energy to get plans in place and perhaps talk of a grant.

Friends of #12 got an increase in donations of \$9,000 this past year. Elijah asked Bill Howell if it is indeed \$40,000 for the ultra sound and perhaps we should go through with it. Diane Rice asked how people can donate to the #12 Fund. Marilyn tells them that there is a fund and a big check was donated by a man from the Friends of Combres and Toltec. Cyndy Andrus asked about museum revenue vs. railroad revenue. Marilyn answers that the gate fees are the museum fees.

Elijah discusses Mike Edwards and his salary to work on the music machines. Andy Poole asks if Mike Edwards will be around for a long time and should we get an intern or someone who will be here constantly. Marilyn suggested we need a succession plan so that there will be someone to replace Mike Edwards or John Ellingsen if anything happens since they have the most knowledge in the music machines. Marilyn said when Mike Edwards comes back this summer that there should be a meeting to discuss a next step so we will have someone in the future. Bill Koch then added that he has done some research of people with this kind of expertise and there are two gentlemen in Great Falls that repair organs. He also mentioned some people in the Portland area as well, but doesn't know how extensive their knowledge is.

Bill Howell spoke about the revenue from the train. Elijah said that we are down in sales for the train from last year (2010) we ran the little train. He thinks it is because people didn't know that it was running again.

Bob Lawson had a question for Jerry Walker about fiscal note increases from 4 to 6 per vehicle. Jerry made a percentage estimate which was in the low 60%. Bob explains that the fiscal number was given by Teri Juneau. Bob Lawson mentioned reports that Kate McCourt got for him which discuss the solar light project. Bob asked about wind mills. Marilyn talked about the light posts that are going into Nevada City and reinforced that these lights will not look modern at all, and will look like a flame.

Randy Hafer expressed concern about our budget and stated that we are on life support and spoke about fiscal year budget for 2013. He is worried about the \$200,000 we took out of the long range building fund. Bob Lawson is concerned about next Legislation. He is worried about taking salary for Preservation Crew out of long range building fund. He wondered where we get money for preservation. Bob is also worried about surviving with the staff that we have and suggested that perhaps staff should be cut back.

Diane Rice asked about the Executive Committee Meeting on December 11 with Senator Debby Barrett and Representative Ray Shaw. Marilyn answered that a percentage of bed tax could go just toward preservation nothing else. Representative Shaw seems willing to help restore some funds or give us bigger percentage on bed tax. One point coming up in budget discussion was the clause that we cannot get money from general fund. Then discussion over what is the general fund. Marilyn was told last fall that perhaps this could be moved into governor's budget, which was unsuccessful. Marilyn wants to look into getting that clause removed or changed. Reeder's Alley was added to our responsibilities after the purchase of Virginia and Nevada Cities. Reeder's Alley has many expensive and expansive structural dangers that need to be addressed. The other argument Marilyn tried to make was requesting for long range building funds due to the public health and safety issues in Reeder's Alley. A number of buildings we have in VC are deteriorating quickly so we can't have the public near them. Neither of the arguments worked. Marilyn hopes that the new governor will be sympathetic and agree with more money restored in long range building fund.

Cyndy Andrus asked about bed tax money getting collected then the percentages are given out to other places. Cyndy talked about Representative Cook which would affect our \$400,000. Diane Rice says go with long range building funds for Reeder's Alley. Marilyn said that we cannot handle the cost for preserving these buildings even with the great work that Elijah has done. Marilyn discussed costly repairs that are needed in Reeder's Alley. Bill Howell has a question for Andy Poole about a time period from when new governor can do

changes to the budget. Andy believes the Governor Elect is doing changes now. Bill Howell suggested maybe a tour should be given of Reeder's Alley. Diane Rice thinks we should keep VC/NC and Reeder's Alley as separate entities. Marilyn believes the major concern right now is Reeder's Alley and it doesn't have time to wait. Elijah has estimates for work on Reeder's Alley and suggested waiting on the session.

Bruce asked for clarification on Reeder's Alley contracts for mowing/snow removal. Elijah stated that maintenance of VC/NC lawns will be completed by seasonals, and Reeder's Alley still has contracts in place for that maintenance. Jerry Walker asked about building stabilization that is worked into the budget. Elijah answered that money is allocated project to project and there is a budget of \$100,000. Marilyn discussed partnering with Montana Tech in Butte when they sent volunteers down here this past summer. They worked with Jeff Cleverly and Donny Steeley. Marilyn said that we will use volunteers to help with our two member preservation team.

Director's Report

1. Report on Season

Elijah thanked Kate Slawski for a great season working managing the seasonals. He stated the percentage of increase of traffic was 120%. Many Montana attractions were in the negatives. We set the record for our best revenue with half the staff. Elijah thanked Marilyn Ross for helping Elijah out throughout the year. He sees areas for improvements and has a three year vision. He believes we will get \$500,000 revenue this upcoming season. Elijah wants to be the top five attractions in Montana. He is optimistic through marketing that we will get to a top five attraction in the state. Elijah talked about the Wells Fargo Bank and how he ran the Kalispell branch. He took it from 7th in state to #1 in business development. He talked about a boss that set him straight and said that they have to be realistic. Elijah talked about the realist cartoon he has put in the commissioner's binders.

2. Marketing and Web Site

Elijah discussed Why E Commerce and took out his iPhone to discuss new technology. Elijah spoke about our VC/NC app on smart phones. Elijah played the Rolling Stones song, You Can't Always Get What You Want from his iPhone for the commissioners. Everything is going electronically lately. Mobile phone searches one day will be more than searches on a computer. Elijah loves the age of mobile. He discussed mobile coupons and wants to try that this coming year.

Elijah is trying to make a united front with the Office of Tourism. A donation portal for our website that is out of date and a new one might cost \$50,000 per year. Elijah asked Jerry Walker if the website is working well. Jerry likes staying on Commerce with the Fish, Wildlife & Parks site because of all the extra traffic it gets. Elijah does not like the MHC website and said it needs to be updated. He promised that there will be a cost effective and improved website. Cyndy Andrus mentioned some e technology grants and Elijah said that MHC is eligible for that. Cyndy said that the deadline is Friday 12/14. Philip Maechling asked if because we are a part of Commerce, can we edit and do updates on our own, to which Elijah answered yes. Marilyn asked if our website will be down for construction or not during the updating. Elijah said no it will be a smooth transition.

Andy Poole asked if someone googles Virginia City what website will come up, would it go through Travel Montana or go straight to our MHC site. Elijah answered that it would go straight to our MHC website.

Bruce wanted to make sure there is a donation portal on the MHC website and Elijah said it costs \$17,000. Bruce Whittenberg said the Montana Historical Society has a donation portal and it is free. Bill Howell asked who Montana Interactive is. Bruce Whittenberg answered saying they are a contractor for the state. Andy says that they take a piece of the money after they develop it for free because they have to make money too. Bob Lawson asked bottom line how much money the updated website including the donation portal will cost us. Elijah says about \$10,000 or free if possible.

Marilyn Ross then stated how impressed she is with how effective the app was last year. Bill Howell asked if tourists are on the app all the time how are they getting an education of the buildings. Elijah explained how it all breaks down on the app. Cyndy Andrus tells Bill that this is where people are getting their information through smartphones and other new technology. Philip Maechling said that nothing replaces people on site and staff to work on buildings and to answer real questions so it's a balance with new technology.

3. Tour Buses, School Tours

Elijah developed a student pass for the upcoming season. He stated that June is a soft month for the MHC so we have booked 70 school tours already for the upcoming season. He is going to put a lot of focus on the student pass for a PR stand point. Bill Koch has started researching tour buses to get people here. Elijah asked Bill Koch to summarize how the tour bus research is going. Bill discussed that when he worked for Charles Bovey that there were two buses at least a day bringing people to Virginia City. In 1995 the Bovey's starting giving it up. 27% of our visitors are from Montana. Bill said that the money maker is going be the Chinese coming over on tour buses. Bill has been sending links to these bus companies with connections to our website, app, opera house website, etc. Bill contacted senior centers and health care facilities within a 125 mile radius, so they know about our town and our tour bus trips to VC/NC. Cyndy Andrus suggested contacting National Tourism Association which has databases with tour buses. Marilyn Ross thanked Bill Koch for his help and hard work with the tour buses.

4. **Corporate Donations**

Elijah discussed his lunch with the multi billionaire who gave the bridge loan to Virginia City. The man said that he never even got thanked for his half million dollar donation. The man suggested a donation wall that Elijah will make happen in the Virginia City Depot. The wall will be broken down to different levels of donors. Elijah explained the different levels of being a corporate sponsor and making sure that it is 100% tax deductible. Once you are a donor, you will be listed on the annual report which will be sent to them every year. Our first Executive/Vigilante donor is out of Plymouth, Utah. Elijah also wants a golf tournament to raise money. He also wants to boost up our Halloween event. The man suggested getting a celebrity here to raise awareness and perhaps get more walking traffic which will raise money. Randy Hafer pointed out a mistake on the corporate donation mail out between Executive and Vigilante, which Elijah will change. Bob Lawson wanted to make sure that we seek all donations in addition to just the corporate ones.

5. **Bovey Visitor Center**

Elijah said that the Bovey Visitor Center is important to have because without Bovey Virginia City would not even be here. The memorial has to be in the Nevada City Train Depot which will be renamed Bovey Visitor Center. Marilyn points out that John Ellingsen has been a huge help in designing the memorial and giving out information about Bovey so that we will have it all for the memorial. Elijah guaranteed that the donor wall and website will be very different by the next commission meeting. Marilyn thanked Elijah for his hard work.

Elijah thanked Kate Slawski for the report she has been working on discussing the preservation needs and costs for each building in Virginia and Nevada Cities. This report will be transformed into a touch screen at the depot and put onto the app so people can donate money toward a specific building.

Bob Lawson asked if donor wall will definitely be inside, any thoughts on outside. Elijah answered that it will be definitely inside. Andy Poole says he was on the hiring committee for the Business Development Manager and thanked Elijah for all that he has done this past season.

New Business

1. **Long Range Building**

Elijah suggested that the commissioners “get your voices heard”. He asked the commissioners to make their opinions heard. Andy Poole discussed the correct policy since we are an executive branch agency where we should follow the Governor. Andy stated that as citizens the commissioners can express their opinion but as a commission they have to follow the lead of the executive branch. Marilyn added that House Representative Duane Ankney loved his tour of Virginia City and even brought his family back. Marilyn also added that Representative Ray Shaw has had conversations with Ankney and they praised this historic resource.

Diane Rice added that now is the time to contact Legislators. Jerry Walker asked the amount we are asking for in long range building funds. Philip Maechling referred him to the packet where the

amounts are posted. Philip said HJR 32 doesn't have Reeder's Alley in it, he suggested that it should. Bill Howell suggested getting in contact with Senator Keane. Diane Rice added that the Senator has carried bills in the past. Bob Lawson suggested that perhaps Senator Keane could help with our budget. Cyndy Andrus wanted to know if there should be a motion to put Reeder's Alley in the paperwork. It was decided it was not needed. Philip Maechling wanted more information in the HJR 32 on the Nevada City Hotel so that it shows that it is a working hotel.

2. **Reeder's Alley**

Marilyn asked that Elijah explain what has been happening in Reeder's Alley. He explained that the bricks are falling down and water is getting into buildings along with the sidewalk close to collapsing. This will cost more than \$50,000, the realistic range of repairs is \$300,000-\$350,000. Philip Maechling said that before the state acquired Reeder's Alley, the drains were constructed wrong causing the water to drain under the buildings. The wrong kind of brick was also used. Diane Rice suggested a retaining wall to hold everything up. Philip said it is off site drainage which is doing what it shouldn't be doing. Elijah discussed how we have to block off the area with wood, something more than caution tape and cones. Elijah thinks there should be a motion in regards to Papa Tony's which is the only business affected by this. The concessionaire has agreed to do catering only in the kitchen portion of building and block everything else off. The concessionaire of Papa Tonys has complained in the Helena IR newspaper about Reeder's Alley. Diane Rice worries that it is a liability and should be taken care of. Cyndy Andrus wondered about funds that we voted to spend in the last commission meeting. Elijah says that we have not started spending money on this issue yet because we don't have enough money yet.

Elijah has not explored FEMA grant yet that Cyndy Andrus had suggested in the September meeting. Elijah moved three businesses so far because of this to other locations. Barbie made a motion to close off the affected area of Reeder's Alley because of it being a safety issue. Ty Jones will support this according to Elijah. Andy Poole seconds the motion to close the area in RA so it is completely blocked off with no access. Motion is carried.

Cyndy wondered what kind of notice we need to give Papa Tony's? Elijah answered 21 days. Elijah has given her the option of just the kitchen so she can do catering, which the concessionaire is fine with.

Diane Rice worried that the repairs for Reeder's Alley be historical in nature. Bruce wondered if it isn't an opportunity that if we close sections off of Reeder's Alley that we will get the attention we need. So this might be a good out of the bad. Marilyn advised the commissioners that the brick road which in the winter is frozen and is treacherous because it turns to ice. It needs to be shoveled by hand and cannot get a plow through there so it is very time and money consuming.

Marilyn discussed how the Curator of Collections, Archaeologist, and Curator of Interpretation was combined into Cultural Resource Manager that was given to Kate McCourt in August 2011. Marilyn stated that Kate McCourt has grown into this position and established it in the way that everyone had envisioned it would be.

Kate McCourt, in regards to the Kelly Land Swap issue, advised of Section 106 obligations as a state entity in regards to federal regulations. The Kelly's have no obligations to do a cultural survey. She talked to Kate Hampton at the SHIPO, saying the state would like to know what they are getting. They do not have to perform the survey before we make the swap. The MHC as a state entity will have to do a survey of the area that we will be swapping with the Kellys. There will be many test units because this was a high artifact area. Project Archaeology will help with these test units in summer 2013. There has been a suggestion from Montana State University to come and have a full scale field school with their anthropology students. In the future Kate wants to work with University of Montana but not this coming 2013 season. We can move forward with the land board to trade off the land and make sure our parcels are tested before we do so.

Diane Rice wants surveys done on the land transactions. Philip wants to make sure the title transfer and cultural work is done before title is transferred. Field work on the area can be completed by September 2013. Kate McCourt will move forward and have MSU here again to complete a field school. Barbie Durham made a motion to move forward with MSU field school. Motion is carried.

Old Business

1. Governance Plan

Marilyn called on Philip Maechling to explain it. He reorganized it with Barbie's help.

-Cyndy Andrus thinks the title should be changed from Governance Plan to By Laws. Everyone agrees.

-There is no amendment procedure so Philip added one to the bottom. Philip Maechling made a motion and Cyndy Andrus seconded that we adopt an amendment clause which requires a 2/3 vote. Motion carried.

- B. Decision-Making Process/Model: Cyndy Andrus requested an explanation of a quorum. A quorum is a majority of appointees present at meeting or by telecommunication. This is moved to number 2 of the section.

-“most current” Roberts Rules of Order is added to Section B, #1

-Section B, #3: Governance Plan is switched to By Laws

-Discussion on whether or not to have proxies is discussed. Cyndy Andrus does not like the idea of proxies. Barbie Durham likes the proxies because travel can be bad and they are a good thing if you are unable to get to a meeting. Diane Rice used proxy because she is out of state a lot. Jerry Walker questioned how a proxy is used. Is a proxy able to vote on everything and anything? Marilyn says proxy is voted and assigned to her as the Chair, which hasn't been needed because mostly the vote is overwhelming in one direction. Randy Hafer wants proxy because of some times like today's snow storm travel is bad but you still want to get your opinion across. Barbie Durham made a motion that we continue to use proxies. Motion carried.

- Section E: Commissioner Participation should be removed from the By Laws. Bruce Whittenberg made a motion to strike section E and Randy Hafer seconds. Motion carried.
- Section F, Management and Personnel #1: remove “a Business and Development Director, and Operations manager”
- Section F #3: Bob asks who is the “as needed”. Marilyn replied the Chair.
- Section F #6: change “will” to “may”, Chair speaks for commission unless otherwise requested. Cyndy Andrus made a motion to strike #6 and Jerry Walker seconded. Motion carried.
- Bob Lawson would like to see the next draft of this at the next meeting.
- Section G Committees: Cyndy made a motion to strike b, d, e. Barbie seconded. Motion carried.
- Section G Committees #2 a): Secretary-Treasurer changed to Second Vice Chair. Barbie Durham made a motion to change it to Second Vice Chair, Diane Rice seconded. Motion carried.
- Section G Committees #2 a) strike “Coordinates all Commission-earmarked funds provided by the Montana History Foundation, only if the full Commission is not scheduled to meet soon”, “business management and concessionaires”, “budgets and funding” and “assures overall fiscal responsibility.” Cyndy Andrus made a motion to make referenced changes. Jerry Walker seconded. Motion carried.
- Section G #2 c): add “as needed” to end of first sentence. Strike through the rest of c)
- Section I: Public Participation and Institutional Relationships. Jerry Walker made a motion to strike #3. Diane Rice seconded. Motion carried.
- Section I #5: Jerry Walker made a motion to strike, Randy Hafer seconded. Motion carried.
- Section I #5: some of the representation in this section will be moved to the list in #1
- Section J Fundraising: Cyndy Andrus made a motion to strike, Jerry Walker seconded. Motion carried.
- Cyndy Andrus will work on an additional section titled Conflict of Interest.
- Section L Amendments: switch “Secretary/Treasurer” to “Executive Committee”.

Philip Maechling made a motion to accept pending final edits of By Laws. Randy Hafer seconded. Motion carried. If the commission has to use them before the final print they can. This does not need to go through legal.

2. Land Sales

Marilyn stated that these parcels were approved though the full commission. The rest remained for sale. It is the opinion of legal counsel that any money made on this sale has to go into a trust account. We would have to bear the costs of the appraisals and any other costs. We would not receive any immediate benefits. The proceeds would go into the personal property trust under statute.

After the sale we had in the train yard in 2010, those dollars went into the personal property trust account. Our legal counsel said that it’s the same thing with this property sale. The money just sits

there and no one gets to use it. Marilyn discussed the 11 step process that it takes to get to this point.

Andy Poole wanted to discuss whether it should go into the trust fund. Bob Lawson said the real property could go into another account instead of the personal property trust. Marilyn repeated if legal is correct we would have to bear the costs of doing everything. If legal council is incorrect then we could move forward with this sale now, bear the cost of appraisal and recoup that money soon. Diane Rice stated it is just the interest of the fund that we can use not the whole amount in the fund. Jerry Walker wanted to know the rough estimate of appraisals for all the land that is to be sold. Elijah stated about \$20,000.

Bob Lawson would like an opinion on the sale of this property and immediate use of the proceeds from legal/Director of Commerce. Bob Lawson made a motion on obtaining the written opinion of Legal/Director of Commerce, and Jerry Walker seconded. Motion carried. Jerry questioned the length of the process. Marilyn stated it should be clarified in the opinion.

3. **Election of Officers** (removed from the agenda)

4. **Report on Strategic Plan**

Marilyn and Elijah have been in contact with Colleen Rudio by phone. They haven't gotten the information yet so it is delayed until the next commission meeting.

5. **Yearly Schedule for Meetings**

In March 2012 -Diane Rice suggested lunch in the Rotunda with a PowerPoint presentation running, and demonstrations. Cyndy Andrus said that the Rotunda is full thru April. Bob Lawson does not agree with having the lunch there saying it's a waste of money. Phillip Maechling asked about having a reception at the Montana Historical Society. Bruce Whittenberg will get the dates for that, and says his location will work for the March meeting. Marilyn agreed. Elijah will work with Phillip on a date for the March meeting and try to schedule it after one of their receptions so we don't interfere. Elijah asked what has typically happened at receptions, and if he should get a presentation ready.

June 14, 2013 in Virginia City. It is suggested that on June 15, commissioners attend the Living History hanging in Nevada City. Bill Howell suggested they should attend the Opera House on Friday night as well.

September 18, 2013 in Virginia City. Marilyn then suggested the commissioners stay for the 19th so they can greet the ALFAM folks.

December 12, 2012 in Virginia City

Janet Allsted just read a Reeder's Alley article in the Helena newspaper. She wants positive press out before the Legislature meets. 150th committee has talked about getting the mechanical bakery back on site where it originally was. The logs for that are in Nevada City, the rest is near the Bale of Hay and the dry bean section is near the VC Train Depot. John is willing to help put it together as a static display of the original building back in town.

Alison LaFever commented on the fundraising and advertising. She wondered if the donor's names is just going to be in one building. Elijah stated that as of now it will only be in Nevada City at the Train Depot. John Ellingsen wished all a Merry Christmas and thanks.

Adjournment

The next Commission meetings were set for:

- March (TBD), 2013 at 9:00 a.m. in Helena at the Montana Historical Society.
- June 14, 2013 at 9:00 a.m. in Virginia City at the Rehearsal Hall
- September 18, 2013 at 9:00 a.m. in Virginia City at the Rehearsal Hall
- December 12, 2013 at 9:00 a.m. in Virginia City at the Rehearsal Hall.

Meeting adjourned at 2:08 p.m.