

**Carson City Visitors Bureau  
Agenda Report**

**Date Submitted:** 6/3/15

**Agenda Date Requested:** 6/8/15

**Time Requested:** 20 Minutes

**To:** Carson City Visitors Bureau - Board of Directors

**From:** Joel Dunn, Executive Director

**Subject Title:** Performance evaluation and consideration of approval of a compensation adjustment for the CCVB Executive Director.

**Staff Summary:** A compensation adjustment based on the performance evaluation for the Carson City Visitors Bureau Executive Director for the period of June 1, 2014 to May 31, 2015.

**Type of Action Requested:**

Resolution

Ordinance

Formal Action/Motion

Other (Specify) Presentation Only

**Recommended Board Action:**

I move to approve a compensation adjustment for the Executive Director of the Carson City Visitors Bureau, in the amount of \$\_\_\_\_\_ based on the performance evaluation for the period of June 1, 2014 to May 31, 2015. The compensation adjustment will be retroactive to the anniversary date of May 31, 2015.

**Applicable Statute, Code, Policy, Rule or Regulation:** n/a

**Fiscal Impact:** n/a

**Explanation of Impact:** n/a

**Funding Source:** n/a

**Supporting Material:** None

**Prepared By:** Joel Dunn, Executive Director



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May 1, 2015

Joel Dunn, Executive Director  
Carson City Visitors Bureau  
716 N. Carson Street  
Carson City, NV 89701

Re: Notice Pursuant to NRS 241.033 and NRS 241.034;  
Carson City Visitors Bureau Board Meeting, June 8, 2015, 4:00 p.m.  
Review of the Executive Director's performance for the period of June 1, 2014 to May 31, 2015, and  
discussion and possible administrative action relating to the employment of Joel Dunn as Executive  
Director for Carson City Visitors Bureau.

Dear Mr. Dunn:

Pursuant to Nevada Revised Statutes (NRS) 241.033 and 241.034, you are being provided notice that at the June 8, 2015 Board meeting which begins at 4:00 p.m., the Carson City Visitors Bureau Board will conduct your performance evaluation and consider your professional competence and performance as the Executive Director in an open public meeting. The Board will consider your performance as Executive Director from the period of June 1, 2014 to May 31, 2015.

The Board may also discuss and take administrative action that in a worst case may be adverse to your compensation or continuing employment, without further notice, if the public body determines that such administrative action is warranted after considering your professional competence and performance as the Executive Director.

Sincerely,

Jonathan Boulware, Chairman

Received:   
Joel Dunn, Executive Director

Date: 5/1/15

cc: Carson City Visitors Bureau Board