

**LINKED MINUTES OF A REGULAR MEETING OF THE WALTER GERRELLS
PERFORMING ARTS CENTER ADVISORY BOARD OF THE CITY OF
CARLSBAD, NEW MEXICO, HELD AT THE WALTER GERRELLS PREFORMING
ARTS CENTER ON SEPTEMBER 2, 2026, AT 6:00 P.M.**

Present:	Elaine Finley	Chair
	Amanda Hale	Board Member
	Veronica Vazquez	Board Member
	Steve Sparks	Board Member

Absent:

Also Present:	Curtis McKinney	WGPAC
	Kat Davis	Deputy Director of Community Development
	Stephan Brown	Compliance Clerk

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:10 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called determining the presence of a quorum.

0:00:25 **2. APPROVAL OF MEETING MINUTES – MAY 6, 2026**

0:00:47 **MOTION**

The motion was made by Mr. Sparks and seconded by Ms. Hale to approve the meeting minutes from May 6, 2026

0:01:16 **VOTE**

The vote was as follows: Yes - Finley, Hale, Vazquez, Sparks; No - None; Absent - None; the motion carried.

0:01:40 **3. WALTER GERRELLS PERFORMING ARTS CENTER FACILITY
MAINTENANCE REPORT**

0:02:12 **A. Financial Report**

Mr. Brown stated, after speaking with the Director of Finance, the Walter Gerrells Performing Arts & Exhibition Center financial report is prepared by fiscal year. He explained the City's fiscal year begins July 1 of each year, so the report only includes one month of financial activity.

0:03:07 **B. Event and Rental Review from Carlsbad Live**

Mr. McKinney stated the carnival had recently been set up at the center; however, due to a Facebook post regarding Immigration and Customs Enforcement (ICE), there were few attendees, resulting in the early shutdown of the carnival. He said a concert held on the same night, which was expected to have 500 to 600 attendees, only had approximately 90. He stated K-Pop circuses, quinceañeras, and concerts have booked out the center. He said bookings have already been made for May and June of next year, with a few events already booked through next Christmas. **Mr. McKinney** stated concerts continue to become bigger and bigger, and in the future, attendance will not be a problem; however, space might be. He said the doors with the warped frames were painted and repaired. He stated some of the toilets now have automatic flush features. He said the house lights over the stage were redone.

Ms. Davis stated the City plans to make some improvements to the Green Rooms. **Mr. McKinney** said a dinosaur exhibit and the Best of Carlsbad Awards will be held soon. He stated they are working to utilize both the auditorium and annex at the same time. He said they have held some events using both spaces, and the dinosaur exhibit will be one of them since the Fire Department will be utilizing the annex on the same day. He stated the Breast Cancer Awareness event and the Gun Show will take place at the center during the first weekend in October. **Mr. McKinney** said a haunted house will also be held at the center for Halloween.

Ms. Finley asked if any high school students would be hired to help. **Mr. McKinney** stated it depends, since the high school also holds a haunted house on Halloween. He said this Halloween he plans to use holograms and different forms of technology alongside live actors. **Ms. Finley** noted the high school's Science, Technology, Engineering, and Mathematics (STEM) program could help. She said it would be beneficial to involve a couple of students so they can gain hands-on experience with a real-world project. **Mr. McKinney** stated it can be difficult at times to rely on high school students to show up for events such as this one.

0:20:37 **4. DISCUSSION REGARDING THE DISABILITIES ADVISORY BOARD MINUTES FROM THE WALTER GERRELLS PERFORMING ARTS CENTER FACILITY TOUR**

Mr. Brown stated these minutes for the Disabilities Advisory Board are from the 2023 tour of the facility. He said the minutes mention yellow markings on the stairs, and it is possible they were referring to the concrete stairs located outside the facility.

Ms. Hale asked if any of the items noted by the Disabilities Advisory Board have been corrected or addressed. **Ms. Davis** stated the yellow markings on the stairs may have been in the auditorium, and markings have since been added.

Ms. Finley asked if signs are posted indicating exits and ramps. **Mr. McKinney** stated there are no signs indicating the location of the ramps.

Ms. Davis stated when Facility Maintenance is at the facility working on the Green Rooms, she will ask them to install signs indicating where the ramps are located. **Ms. Finley** noted the restrooms are still not handicap accessible. **Ms. Davis** stated a meeting has been held with Facility Maintenance regarding the restrooms, and a larger project addressing the restrooms is now being discussed.

0:30:16

Adjourn

With no further business, Elaine Finley adjourned the meeting at 6:30 PM.

Elaine Finley, Chair

Date