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**Great Falls Tourism Business Improvement District  
Minutes; Grant Application Requests  
1pm – June 20, 2013  
Holiday Inn – 400 10<sup>th</sup> Ave. So.**

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Chair

Secretary/Treasurer

Date

June 20, 2013

**Facilitator:** Robert Dompier - Chair

**Minutes:** Karen Venetz – Administrative & Marketing Director

**Board members present:** Robert Dompier, David Buckingham, Malissa Hollan, Scott Shull and Ryan Carroll

**Board members absent:** Sandra Johnson Thares and Becky Amaral Miller

**Quorum present:** Yes

**Guests:** Kathy Lear, Great Falls Ad Club

**Meeting called to order:** 1:05pm

**Approval of minutes:** Minutes will be reviewed at the BOD meeting on June 27, 2013

**Approval of financial report:** Finance report will be reviewed at the BOD on June 27, 2013

**Public comment on agenda items:** None

**Agenda topics:**

- Presentations
  - Kathy Lear; Ad Club, Colors of the Fall
    - Ms. Lear presented a request for funding for the Colors of the Fall September Art Show. The show will have an increased number of vendors from out of town and is planning marketing in Lethbridge and Medicine Hat to increase visitors.
      - This request will be discussed at the June 27<sup>th</sup> board of director meeting
- New Business
  - Administrative and Marketing Director
    - Contract and Scope of Work
      - Ms. Venetz summarized the requested changes to the Independent Contractor contract and the Scope of Work. There was discussion on the suggestions.
      - Ms. Venetz left the meeting to allow the board to discuss the contract and the scope of work.
        - A motion was passed to accept the Contract with the suggested changes, the motion was seconded. The motion carried.
          - The board and Ms. Venetz will discuss additional compensation for event sales
        - A motion was made to accept the Scope of Work with suggested changes, the motion was seconded. The motion carried.

- Election of Board of Directors
  - This may be completed on June 20 or June 27<sup>th</sup>
    - This action will take at the June 27<sup>th</sup> Board of Director meeting

**Checks issued:** Checks received the required signatures. All invoices were shared with Board members

**Meeting adjourned:** 2:54pm

**Next meetings:**

June 2013	July 2013	August 2013	September 2013
June 27, 2013 @ 10am at the Holiday Inn – Board of Director meeting – last meeting of the fiscal year	July 18, 2013 @ 1pm – Grant Applications – first meeting of the new fiscal year!  July 25, 2013 @ 10am – Board of Director meeting	August 15, 2013 – this meeting needs to be rescheduled  August 22, 2013 – Board of Director meeting	September 19, 2013 @ 1pm – Grant Applications  September 26, 2013 @ 10am – Board of Directors meeting