



P. O. Box 648 Great Falls, MT 59403 406-868-5989 director@gftourismbid.com www.gftourismbid.com

Great Falls Tourism Business Improvement District

Minutes; BOD meeting

1pm – August 22, 2013

Holiday Inn – 400 10th Ave. So.

Chair

Sec/Treasurer

Date

August 22, 2013

Facilitator: Robert Dompier - Chair

Minutes: Karen Venetz – Administrative & Marketing Director

Board members present: Malissa Hollan, Becky Amaral Miller, Robert Dompier, David Buckingham, Scott Shull, Ryan Carroll; Sandra Johnson arrived at 1:25pm

Board members absent: None

Quorum present: Yes

Guests: None

Meeting called to order: 1:05pm

Approval of minutes: Minutes of June 27th to be reviewed on August 29, 2013

Approval of financial report: Finance report as of June 30, 2013 to be reviewed on August 29, 2013

Public comment on agenda items:

Agenda topics:

- City Assessment calendar
 - Ms. Venetz shared she attended City Commission meetings on
 - July 16th – Budget & work plan for public hearing
 - August 6th – Budget and Work plan, Budget approval, Commission action (passed) – assessment resolution
 - And will attend the September 3, 2013 – assessment resolution – commission action
- Xanterra opportunity with GFDA and GFIA
 - Xanterra has won the Glacier National Park contract, creating opportunity to make more progress in repositioning Great Falls as a gateway to Glacier. Brett Doney suggests leaders send a team to meet with them in Denver. John Faulkner plans on meeting with them
 - John Faulkner also says, it creates another opportunity in that Xanterra also owns St. Mary's and has been managing Prince of Wales opening up the chance for a closer partnership
 - Ms. Venetz will stay in touch with both parties to stay updated on the opportunity
- Confero funding update
 - Suggest inviting Lisa Bracco, County Commissioners, Scott and Roger from Confero and Gary DeGooyer to a meeting prior to the bidding of tournaments
 - Bidding us usually by April 1st
 - Ms. Venetz will invite all parties mention to an October meeting
- MSAE – sponsored luncheon (Montana Society of Association Executives)
 - Sponsor a luncheon for \$150
 - Introduced as official sponsor with five minutes to present comments, ability to distribute promotional materials.

- A motion was made to fund the sponsorship up to \$250 to provide the luncheon and small gifts, the motion was seconded. The motion carried with unanimous consent
- Audit and Management Discussion and Analysis (MD&A)
 - Ms. Venetz is working on audit with Mike Diekhans (Douglas –Wilson) and will soon prepare the MD&A
- Calgary Outdoor Adventure Show booth
 - The manager of the show contacted Ms. Venetz and said there is only one booth available with all of the other Montana booths. (Missoula, Butte, Bozeman, Kalsipell, Whifefish, etc) He said he would hold the booth until August 23rd
 - Booth cost is \$1680
 - A motion was made to fund the booth for \$1680, the motion was seconded. The motion carried with unanimous consent.
 - In discussion it was suggested Ms. Venetz contact the GF Airport to see If they would like to attend the show and or send information on flights.
 - Hotel representation was also discussed, it was decided to be fair to all properties that Ms. Venetz would represent all of the properties via the Visitor and meeting guides.
- City attorney regarding delinquent assessments
 - Working with Sara Sexe regarding Greystone delinquency
 - The In discussion it was decided to proceed with enforcement as outlined in the TBID by-laws. Ms. Venetz will work with Ms. Sexe on correct terminology and the letter will be delivered by process server.
- Karen Vacation
 - Ms. Venetz stated when she will be on vacation
- Hotel Responses
 - Ms. Venetz shared that on occasion she has difficulty receiving hotel response in a timely manner. The BOD’s suggested touching base with the owners/managers and confirming the person that is responsible for the response.
- RFP
 - The Board of Directors reviewed two of four proposals received regarding the RFP for a Feasibility Study.
 - The Board had discussion about each response. They will review two more at the August 29th meeting and make a decision on which proposals to move forward with a video conference call.
 - Interviews were originally set for Sept. 19th – but the Chamber of Commerce room is not available
 - The room is available on Sept. 26th
 - Ms. Venetz will request Brett Doney attend the interviews

Open Discussion:

Mr. Dompier shared information regarding Auditorium districts in Idaho (Pocatello/Chubbuck Auditorium District)

Checks issued: Invoices were shared with the BOD’s and checks signed by Ms. Hollan and Mr. Dompier

Meeting adjourned: 2:50pm

Next meetings:

August 2013	September 2013	October 2013	November 2013
August 22, 2013 –@ 1pm Board of Director meeting – Holiday Inn	September 19, 2013 at 1pm – grant applications – Holiday Inn	October 17, 2013 – Grant Applications – Holiday Inn	November 21, 2013 – grant application and BOD meeting, 1pm Holiday Inn
August 29, 2013 @ 10am Board of Director meeting – Holiday Inn	September 26, 2013 @ 10am – Board of Director meeting –	October 24, 2013 – BOPD – 10 am – Holiday Inn	November 28 th , 2013 –

Inn	Holiday Inn		Thanksgiving – no meeting
-----	-------------	--	---------------------------