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Great Falls Tourism Business Improvement District

Minutes; BOD meeting

1pm – September 19th, 2013

Holiday Inn – 400 10th Ave. So.

Chair

September 19, 2013

Sec/ Treasurer

Date

Facilitator: Scott Shull – Vice-Chair

Minutes: Karen Venetz – Administrative & Marketing Director

Board members present: David Buckingham, Ryan Carroll, Scott Shull, Malissa Hollan and Becky Amaral Miller

Board members absent: Robert Dompier and Sandra Johnson Thares

Quorum present: Yes

Guests: Brett Doney – Great Falls Development Authority; President & CEO

Meeting called to order: 1:02pm

Approval of minutes: Due to the time constraints of the meeting, the minutes of August 29, 2013 was shared with Scott Shull (Vice-chair) and Malissa Hollan (Secretary/Treasurer) to be reviewed by them to make sure we stay on top of things. The full board will receive the information at the Oct. 24th meeting for full review.

Approval of financial report: Due to the time constraints of the meeting, the Finance report as of August 31, 2013 was shared with Scott Shull (Vice-chair) and Malissa Hollan (Secretary/Treasurer) to be reviewed by them to make sure we stay on top of things. The full board will receive the information at the Oct. 24th meeting for full review.

Public comment on agenda items: There were no comments

Agenda topics:

- Review three consultant proposals for Feasibility Study for Multi-purpose center in Great Falls, MT
 - The TBID board of directors, Brett Doney and Karen Venetz discussed the upcoming consultant interviews scheduled for Thursday, Sept. 26th. The meeting attendees discussed each consultant and questions they will direct to them.
 - The TBID BOD's developed a list of questions for the consultants
 - The consultants will receive the questions prior to the interviews
- Religious Conference Management Conference
 - February 4-6, 2014 – Sacramento
 - Ms. Venetz shared the information regarding attending the 2014 RCMA conference in Sacramento, CA.
 - A motion was made to send Ms. Venetz to the conference, with booth fees, registration, travel, lodging and gift basket not to exceed \$5000.00. The motion as seconded
 - Motion passed with unanimous consent
- The GF Airport has agreed to attend the Calgary Adventure Show, March 22 & 23, 2013 – TBID covers booth cost. Airport covers all of their costs.

Checks issued: The checks requiring signatures were signed along with the board review

Meeting adjourned: 3:00pm

Next meetings:

September 2013	October 2013	November 2013	December 2013
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	December 19, 2013 – grant application and BOD meeting, 1pm Holiday Inn
September 26, 2013 @ 10am – Board of Director meeting – Chamber of Commerce	October 24, 2013 – BOPD – 10 am – Holiday Inn	November 28 th , 2013 – Thanksgiving – no meeting	December 26 2013 – day after Christmas – no meeting