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**Great Falls Tourism Business Improvement District
Minutes; BOD meeting – additional meeting for the month
11am – Thursday, October 10, 2013
Holiday Inn – 400 10th Ave. So.**

Chair	Sec/Treasurer	Date
October 10, 2013		
Facilitator: Robert Dompier - Chair		
Minutes: Karen Venetz – Administrative & Marketing Director		
Board members present: Robert Dompier, Sandra Johnson Thares, Malissa Hollan, David Buckingham, Becky Amaral Miller and Scott Shull		
Board members absent: Ryan Carroll		
Quorum present: Yes		
Guests: None		
Meeting called to order: 11:05am		
Approval of minutes: Past minutes will be reviewed at the October 24 th meeting		
Approval of financial report: Finance reports of August and September will be reviewed at the October 24 th meeting		
Public comment on agenda items: There were no public comments		
Agenda topics:		

- **Preparation for Consultant/Feasibility Study**
 - The TBID BOD’s discussed the letter of engagement received from CSL
 - The board concurred with the letter, but made suggestions for an “umbrella paragraph” to be included on the first page stating the specific focus of the study.
 - Ms. Venetz will send the addition to CSL for revision, once received Mr. Dompier will review and sign the document.
- **Requests from consultant**
 - **Meeting request with individuals**
 - Ms. Venetz began preparing a spreadsheet of requested contacts with additions suggested by the BOD’s
 - **Information request**
 - Ms. Venetz began preparing a spreadsheet of requested information with additions suggested by the BOD’s

Open Discussion: A meeting is scheduled for October 17th to meet with sports related personal in GF. Due to many schedules changing the BOD’s elected to cancel the meeting and reschedule. Ms. Venetz will alert all those involved and let the City of GF know of the change. The October 24th meeting stays as is.

Checks issued: Checks requiring signatures were signed and shared with the BOD’s

Meeting adjourned: Noon

Next meetings:

October 2013	November 2013	December 2013	January 2014
October 10, 2013 – special meeting at 11am at the Holiday Inn	November 21, 2013 – grant application and BOD meeting, 1pm Holiday Inn	December 19, 2013 – grant application and BOD meeting, 1pm Holiday Inn	January 16, 2014 – grant applications – 1pm at the Holiday Inn
October 17, 2013 – Sports meeting– Holiday Inn- cancelled	November 28 th , 2013 – Thanksgiving – no meeting	December 26 2013 – day after Christmas – no meeting	January 23, 2014 BOD meeting @ 10am at the Holiday Inn
October 24, 2013 – BOD – 10 am – Holiday Inn			

