



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

12:50 pm – Thursday, February 20, 2014

Holiday Inn – 1100 5th St South

February 20, 2014

Facilitator: Robert Dompier - Chair

Minutes: Karen Venetz – Administrative & Marketing Director

Board members present: Becky Amaral Miller, Robert Dompier, Sandra Johnson Thares, Malissa Hollan, Scott Shull and David Buckingham

Board members absent: Ryan Carroll

Quorum present: Yes

Guests: Ms. Rebecca Horn: Hampton Inn General Manager and Mr. Lee Janetski, business man

Via conference call: Bill Kruger and Joel Feldman with CSL Consulting

Meeting called to order: 12:50pm

Approval of minutes: Minutes of January 23, 2014 and February 13, 2014 to be reviewed

- A motion was made to accept the minutes of January 23, 2014 as presented, the motion was seconded. The motion passed with unanimous consent.
- A motion was made to accept the minutes of Feb. 13th as presented, the motion was seconded. The motion passed with unanimous consent.

Approval of financial report: Finance report as of January 31, 2014 to be reviewed

- A motion was made to accept the financial report of January 31, 2014 as presented, the motion was seconded. The motion passed with unanimous consent.

Public comment on agenda items: None

Agenda items:

- TBID Board of Director resignation effective Feb. 24, 2014
 - Ryan Carroll submitted his resignation per Feb. 24, 2014.
 - Ms. Venetz will move forward with sending out requests for a new board member per City of Great Falls regulations
- TBID Board of Director accepts position at a new property
 - Malissa Hollan accepted a position at a new property. The property has submitted a written request to have Ms. Hollan represent their interests as TBID board member.
 - Since Ms. Hollan is already a member of the TBID Board, she can continue to serve until her term expires June 30, 2017. The City of Great Falls has received a letter designating her as the La Quinta Inn representative) No action is required.
- Funding FFA Breakfast on Friday, March 28th
 - Ms. Venetz let the board know that the FFA was looking for help with their breakfast. The FFA was in GF 5 years ago and the GFALA provided breakfast. Ms. Venetz will contact the GFALA members to see if they will assist with breakfast items. Bill Harp of the Chamber Ag Committee is working on the breakfast also.
- Feasibility Study update
 - The TBID Board of Directors in attendance, Ms. Venetz and guests, Ms. Horn and Mr. Janetski joined in a conference call with CSL consultants, Bill Kruger and Joel Feldman.
 - The consultants shared information from the completed phase 1 which included:
 1. Local interviews & outreach
 2. Existing market conditions
 3. Market surveys/demand analysis
 4. Comparable facilities

5. Building program analysis
 6. Development options
 7. Presentation & discussion
- Phase II will now move forward with the following
 1. Site/location analysis
 2. Conceptual renderings
 3. Construction costs
 4. Event/utilization levels
 5. Financial operations
 6. Economic impacts – including room nights
 7. Funding/ownership/mgmt.
 8. Final report and presentations
 - Phase II should wrap up in the next 6 to 8 weeks
- **Open Discussion:**
 - Ms. Venetz asked who the board would like to suggest for the next bank/credit union to deposit upcoming assessment check with. The board agreed that Embark Credit Union would be a good selection.

Checks issued: Checks were reviewed by the board and signed by those with signature privileges.

Meeting adjourned: 3:25pm

Next meetings:

March 2014	April 2014	May 2014	June 2014
March 20, 2014 – no meeting, Calgary and WAW	April 17, 2014 – grant requests, 1pm at the Holiday Inn	May 15, 2014 – grant requests 1pm at the Holiday Inn	June 19, 2013 – grant requests 1pm at the Holiday Inn
March 27, 2014; 10am at the Holiday Inn – BOD meeting	April 24, 2014 – Board of Director meeting – 10am at the Holiday Inn	May 22, 2104 – BOD meeting at 10am at the Holiday Inn.	June 26 th – final FY-14 meeting. Board of Director meeting at 10am at the Holiday Inn.