



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

**Great Falls Tourism Business Improvement District**  
**Minutes; Request for funding meeting**  
**Thursday, April 23, 2015 – 9am**  
**Holiday Inn**

Chair	Secretary/Treasurer	Date
<b>April 23, 2015</b>		
<b>Facilitator:</b> Scott Shull –Chair		
<b>Minutes:</b> Karen Venetz – Administrative & Marketing Director		
<b>Board members present:</b> Scott Shull, Malissa Hollan, David Buckingham, Becky Amaral Miller, Scott Arensmeyer, Laurie Price Manning and Sandra Johnson Thares		
<b>Board members absent:</b> All present		
<b>Quorum present:</b> Yes		
<b>Guests:</b> Malissa Shannon		
<b>Meeting called to order:</b> 9:05am		
<b>Approval of minutes:</b> Minutes of March 26 and April 16, 2015		
<ul style="list-style-type: none"><li>• A motion was made to accept the minutes as presented, the motion was seconded. The motion carried.</li></ul>		
<b>Approval of financial report:</b> Finance report as of March 31, 2015		
<ul style="list-style-type: none"><li>• A motion was made to accept the finance report as presented, the motion was seconded. The motion carried.</li><li>• A motion was made to move \$10,000 from Electronic marketing to Sports Sales and Tournament Retention, the motion was seconded. The motion carried.</li></ul>		
<b>Public comment on agenda items:</b> None		
<b>Agenda items: Presentations</b>		
1. FAST swimmers request for funding		
a. A motion was made to fund the events with a \$3000 grant, the motion was seconded. The motion carried. Mr. Shull recused himself from voting		
2. Horse Show request for funding		
a. Mr. Robitaille requested the board review the Horse Show request again.		
i. The boards felt the show needs to grow as is not showing an increase in participants and is not filling hotel rooms. The action did not change from April 16, 2015.		
3. Montana High School Association		
a. Ms. Venetz presented the MHSA request to communities to submit venue information for the 2017 January conference.		
i. A motion was made to support the conference with \$2500 towards the box lunch session or breakfast if held in Great Falls, the motion was seconded. The motion carried.		
4. Great Falls Tourism Alliance		
a. The board was updated on the insurance measures, and admin fees.		
b. The board does not feel that JCCS needs to preform bookkeeping duties, would prefer the new staff become acquainted with the process		
c. A hook-up for cable is not necessary for the new office		
d. Dates to transfer money to the Chamber will be discussed when staff is in place		
e. The Chamber policy manual refers to a matching 3% retirement plan – the board feels that this can be discussed upon the successful hiring of new staff		

5. Proposed Arena – presentation by Melissa Shannon/Strategies 360
  - a. Malissa Shannon joined the meeting to present a plan for the proposed arena.
    - i. Ms. Shannon shared information about Strategies 360 regarding campaigns they have worked on, staff, suggested plan for the proposed arena, cost quote of proposed plan, working with the County Commissioner’s, research, PAC’s and monthly retainer fee. After her presentation and Q & A, Ms. Shannon excused herself from the meeting.
    - ii. In discussion the board felt they needed additional information regarding the firm. Ms. Venetz will request the information be made available by May. 15<sup>th</sup>
    - iii. A motion was made to commit to a 3-month’s; contingent on favorable references to begin June 15 and continue for 3 months or until there is a meeting with the County Commissioners. The motion was seconded. The motion carried.

**Meeting adjourned:** 11:54am

<b>April 2015</b>	<b>May 2015</b>	<b>June 2015</b>	<b>July 2015</b>
April 16, 2015 at 1pm Funding requests – Holiday Inn	May 28, 2015 at 10am – BOD meeting at the Holiday Inn	June 18, 2015 at 1pm Funding Requests – Holiday Inn	Fiscal year 16 begins July 16 – 1pm July 23 – 10am
April 23, 2015 at 10am BOD meeting Holiday Inn		June 25, 2015 at 10am- BOD meeting Holiday Inn End of Fiscal Year	