



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

Great Falls Tourism Business Improvement District
Agenda; Board of Director meeting
Thursday, May 28, 10am
Holiday Inn

May 28, 2015

Facilitator: Scott Shull –Chair

Minutes: Karen Venetz – Administrative & Marketing Director

Board members present: Scott Shull, Malissa Hollan, David Buckingham, Scott Arensmeyer, Becky Amaral Miller, Laurie Price-Manning and Sandra Johnson Thares.

Board members absent: None

Quorum present: Yes

Guests: Lee Nellis, Jay Russell, Susan Shannon and Kim Lander

Meeting called to order: 10:00am

Approval of minutes: April minutes

- A motion was made to approve the minutes of April 16 and 23 as presented, the motion was seconded. The motion carried.

Approval of financial report: Finance report as of April 30, 2015 to be reviewed – 1st Interstate CD renewal

- A motion was made to accept the finance report as presented, the motion was seconded. The motion carried.
- In discussion it was decided to continue with the CD at 1st Interstate bank

Public comment on agenda items: None

Agenda items: Presentations for request for funds

- Lee Nellis – Heritage foundation
 - Mr. Nellis continues to work on support of the National Heritage Foundation
 - A motion was made to fund \$1000 for an exhibit booth at the L&C Festival the weekend of June 19 &20, 2015 and to fund \$5000 towards strategic planning for the foundation and the TBID will match up to an additional \$5000. The motion was seconded. The motion carried
- Lee Nellis – Western Planners
 - Mr. Nellis also requested funds to attend the Western Planners Conference this fall. Great Falls will be hosting the conference in 2016.
 - A motion was made to fund the request to the amount of \$8450.00, the motion was seconded. The motion carried.
- Jay Russell – L & C Center
 - Mr. Russell returned with additional information regarding the video to be run at Lewis and Clark sites.
 - A motion was made to add an additional \$2000 to Mr. Russell's request, the motion was seconded. The motion carried.
- Susan Shannon – Montana State Fair entertainment
 - Ms. Shannon and Ms. Lander presented the board with an excellent request for funding to market the 2015 State Fair acts in Canada.
 - A motion was made to fund the request with a \$13,265.00 grant, the motion was seconded. The motion carried.

Other agenda items

- Calgary Travel and Adventure Show March 19 & 20 2016
 - A motion was made to support an exhibit booth in March of 2016, the motion was seconded. The motion carried.

- Chamber request
 - No action
- FY-16 budget and marketing plan
 - A motion was made to accept the budget and marketing plan/work plan, the motion was seconded. The motion carried.
- GF Tourism Alliance
 - MOA
 - A motion was made to accept the Great Falls Tourism Alliance MOA dated 5/28/15, the motion was seconded. The motion carried.
 - Lease
 - In discussion the lease was reviewed and was acceptable per the board members
 - Applications
 - Applications were reviewed. Request L C staffing to continue to look for qualified applicants and expand their search. Ms. Hollan and Mr. Shull volunteered to represent the TBID during interviews.
 - Insurance
 - Employment practice insurance
 - A motion was made to purchase the \$1 million policy with \$1000 deductible.
- Proposed Arena
 - Strategy 360 references
 - Ms. Venetz will move forward with contacting the references
- Board of Director opening
 - The board discussed the upcoming new board member
 - Ms. Venetz will work with City of Great Falls and Joyce Thares to send out the proper application forms. Due date will be June 12th
- Board of Director positions
 - FY-16 board of director positions
 - Chair– Scott Shull
 - Vice-Chair – Malissa Hollan
 - Secretary/Treasurer – Scott Arensmeyer
 - Sandra Johnson Thares, Scott Shull and Karen Venetz – spokespersons for proposed arena
 - A motion was made to accept the FY-16 board of director’s positions, the motion was seconded. Motion carried
- Checks

Meeting adjourned: 11:58am

May 2015	June 2015	July 2015	August 2015
May 28, 2015 at 10am – BOD meeting at the Holiday Inn	June 18, 2015 at 1pm Funding Requests – Holiday Inn June 25, 2015 at 10am- BOD meeting Holiday Inn End of Fiscal Year	July 23, 2015 10am Holiday Inn	August 20, 2015 1pm at the Holiday Inn August 27, 2015 10am at the Holiday Inn