



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

Great Falls Tourism Business Improvement District
Minutes; Board of Director meeting
Thursday, 1pm, August 20, 2015
Holiday Inn

August 20, 2015

Facilitator: Scott Shull –Chair

Minutes: Karen Venetz – Administrative & Marketing Director

Board members present: Scott Shull, Laurie Price-Manning, Scott Arensmeyer, Malissa Hollan and Ryan Carroll

Board members absent: Sandra Johnson Thares and Becky Amaral Miller

Quorum present: Yes

Guests: Gary DeGooyer and Shane Etzwiler

Meeting called to order: 1:04pm

Approval of minutes: Minutes of July 23 and August 4 to be reviewed

- Minutes were not reviewed. Minutes will be reviewed at the October 1, 2015 meeting

Approval of financial report: Finance report as July 31, 2015 to be reviewed

- The Finance report was not reviewed. The FR will be reviewed at the October 1, 2015 meeting

Public comment on agenda items: None

Agenda items:

- 1:00pm: Gary DeGooyer; State Cross Country AA-A-B-C
 - Mr. DeGooyer requested funding for the upcoming State XC meet on October 24, 2015
 - A motion was made to fund the request with a \$2000 grant, the motion was seconded. The motion carried with unanimous consent
- 1:15pm Great Falls Superhost program proposal
 - Mr. Etzwiler presented an annual contract proposal regarding Superhost training to hotel front line staff, owners/general managers and individual hotel properties.
 - The board felt that the TBID should not be responsible for funding the contract and suggested a presentation to the GFALA.
- Delinquent tax update
 - Mr. Shull shared that all properties are in compliance for FY-15
- PayneWest Insurance quote for hired and non-owned auto liability
 - Ms. Venetz shared the cost of adding hired non owned auto liability insurance policy
 - A motion was made to accept the quote of \$234 from Payne West Financial, the motion was seconded. The motion carried.
- Voices of Montana Tourism
 - Ms. Venetz reminded the board that this request for funding was not acted on at the July 23rd meeting.
 - A motion was made to fund \$10,000 in two \$5000 increments. The first to be paid immediately for FY-16 and the following may be invoiced on July 1, 2016. In addition the board requests Voices to submit an update of actions since inception of Voices and an annual update thereafter. The motion was seconded. The motion carried.
- Great Falls Tourism Alliance
 - Mr. Shull shared an update regarding the Great Falls Tourism Alliance
 - The MOA and lease were signed on Friday, August 7, 2015
 - Interviews have been taking place for candidates for the GF Tourism Director. On Friday, August 21 an offer will be made to the agreed upon candidate

- Ms. Venetz will work with the Chamber on setting up the office including computers and office furniture
 - The TBID will invoice the CVB for \$4000 towards Tourism Director recruitment costs
- Cancel August 27, 2015 10am meeting
 - It was agreed to cancel the August 27, meeting
 - Other meeting date changes
 - There will not be a meeting held in September
 - Meetings were re-scheduled for October 1st at 1pm – Board of Director meeting and October 22nd at 10am (request for funds meeting) There will not be a October 29th meeting held at this point
- FY-15 annual audit and Management, Discussion and Analysis is in process
- TBID FY-16 budget and work plan approved by the City Commission on July 21, 2015
- Ms. Venetz reported that she is working on the Big Sky rally for Wed, July 13th, 2016.
- Checks: task completed

Meeting adjourned: 3:33pm

August 2015	September 2015	October 2015	November 2015
August 20 @ 1pm at the Holiday Inn – Funding Request	September 24 @ 10am at the Holiday Inn BOD meeting Meeting canceled	October 1 @ 1pm at the Holiday Inn – Board of Director October 22 @ 10am at the Holiday Inn – Request for funding	November 19 @ 1pm at the Holiday Inn – BOD meeting