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Great Falls Tourism Business Improvement District
Minutes; Board of Director Meeting
10am – April 28, 2011
Holiday Inn – 400 10th Avenue South, Great Falls, MT

Chair	Secretary/Treasurer	Date
April 28, 2011		
Facilitator: Robert Dompier - Chair		
Minutes: Karen Venetz – Administrative & Marketing Director		
Board members present: Robert Dompier, Sandra Thares, Pam Volk and David Buckingham		
Board members absent: Malissa Hollan and Ryan Carroll. One board seat vacant		
Guests: No guests in attendance		
Meeting called to order: 10:15 am		
Approval of minutes:		
March 23, 2011 minutes; Ms. Volk made a motion to accept the minutes of March 23, 2011 as presented, Mr. Buckingham seconded the motion. The motion was unanimously carried		
April 8, 2011 minutes; Mr. Buckingham made a motion to accept the minutes of April 8, 2011 as presented, Ms. Volk seconded the motion. The motion was unanimously carried.		
April 21, 2011 minutes; Ms. Thares made a motion to accept the minutes with amendments, Mr. Dompier seconded the motion. The motion was unanimously carried.		
Approval of financial report: Ms. Volk made a motion to accept the financial report with corrections applied, Mr. Dompier seconded the motion. The motion was unanimously carried.		
Public comment on agenda items; there was no public comment		
Old Business:		
A. Film industry cancellation of project		
a. The State of Montana notified those involved that the project had been cancelled. The \$10,000 set aside has been returned to the general fund.		
B. Allegiant Air lines		
a. The \$15,000 that has been set aside for the possibility of a direct Allegiant flight to LA since FY-10 will be placed back in the general fund. Ms. Venetz will send a letter to the GFAA regarding the change. She will inform them that the TBID would gladly entertain the opportunity to assist with funding should the flight come to fruition. Ms. Venetz will inform the GFAA that the TBID must give the public 48 hour advance notice of a meeting, should the GFAA need immediate action.		
C. GFAA and Chamber of Commerce letter		
a. The GF Chamber of Commerce requests continued TBID support of a low cost air carrier initiative. The TBID board had obligated \$100,000 to the initiative. Those funds were to be disbursed in two \$50,000 increments, in FY-11 and FY-12. Those funds will remain as set asides honoring the obligation.		
D. Website update		
a. Ms. Venetz is working with Shortgrass Web Development for a completion date of June 15 th .		
New Business:		
E. Audit report response		
a. Ms. Venetz will contact Mark Cappis at Hamilton Misfeldt to verify that the TBID is meeting the audit recommendations.		
F. CD/MM account opportunities		
a. Ms. Venetz will ask Mountain West Bank to match to 1.25% Cd interest rate that the RC Credit Union is offering.		

- G. Superhost information
 - a. Ms. Venetz reported the Superhost training session will take place on June 9th at the Heritage Inn from 9a to noon. The Heritage Inn is supplying the room at no cost. Ms. Venetz will serve as the contact for the 50 people that may sign up for the training session.
- H. TBID request for City Attorney to review current by-laws
 - a. Ms. Venetz will request a meeting with the City Attorney to review the By-laws with the TBID Board of Directors.
- I. G/L Board of Director Insurance
 - a. Ms. Venetz is seeking estimates from two insurance companies and will report as soon as the information is available
- J. FY-12 budget and work plan
 - a. The board members reviewed the preliminary budget and work plan for FY-12. Ms. Venetz will contact the City of GF to confirm the format they require/prefer the information to be presented in.
- K. Checks to be issued requiring signatures
 - a. GFPS – A and AA State Tennis Tournaments
 - b. Karen Venetz – reimbursement for 2011 Governor’s Conference, lodging and mileage
 - c. CVB membership

Meeting adjourned:

Next meetings:

May 19, 2011 – 1pm at the Holiday Inn

May 26’ 2011 – 10 am at the Holiday Inn