



**Great Falls Montana Tourism Boards of Directors Meeting Agenda
Great Falls Convention and Visitors Bureau Board of Directors & Great Falls
Tourism Business Improvement District Board of Directors**

Thursday, September 20, 2018 | 9:00 AM – 10:30 AM | Great Falls Area Chamber of
Commerce Lower Level Video Conference Center, 100 1st Avenue N, Great Falls, Montana

CVB Signature: _____

TBID Signature: _____

CVB Board: Scott Lettre, Wayne Thares, Peggy O’Hare, Patty Rearden, Michelle Dahl

TBID Board: Scott Shull, Malissa Hollan, Sandra Thares, Robert Dompier, David Buckingham

Staff: Rebecca Engum, Vanessa D Hayden

Guests: Gayle Fisher, Brett Garre, Barnett Sporkin-Morrison

9:00 | 1. Welcome, Introductions, Call to Order – Scott Lettre, Scott Shull

9:02 | 2. Public Comment – Scott Lettre, Scott Shull
Opportunity for public comment related to items on the agenda

No public comment.

9:02 | 3. Approve Minutes – Scott Lettre, Scott Shull
Convention and Visitors Bureau Board of Directors
a) approve/reject 8-16-2018 Minutes

CVB ACTION TAKEN

Motion made to approve 8-16-2018 Minutes. Seconded. No discussion. All in favor.
none opposed. the motion passed.

Tourism Business Improvement District Board of Directors
a) approve/reject 8-16-2018 Minutes

TBID ACTION TAKEN

Motion made to approve 8-16-2018 Minutes. Seconded. No discussion. All in favor.
none opposed. the motion passed.

9:05 | 4. Convention and Visitors Bureau Finance Report – Scott Lettre
Convention and Visitors Bureau Board of Directors accept/reject finance report as
presented.

Mission

To passionately promote Great Falls Montana as a preferred destination for travelers,
tourists and conventions to visit, stay, experience, and return.

Motion made to accept finance report as presented. Seconded. No discussion. All in favor. None Opposed. The motion passed.

- 9:07 | 5. Tourism Business Improvement District Finance Report – David Buckingham
Tourism Business Improvement District Board of Directors accept/reject finance report as presented.

Motion made to accept finance report as presented. Seconded. No discussion. All in favor. None Opposed. The motion passed.

- 9:09 | 6. Tourism Business Improvement District Audit Review – Brett Gaare
Tourism Business Improvement District Board of Directors accept/reject FY18 Audit as presented.

TBID ACTION

Motion made accept FY18 Audit as presented. Seconded. No discussion. All in favor. None Opposed. The motion passed.

- 9:15 | 7. The Montana People in Great Falls Video Project – Rebecca Engum
Convention and Visitors Bureau Board of Directors approve applying for \$8,000 Montana Department of Commerce Tourism Grant for The Montana People in Great Falls Video Project.

CVB ACTION

Motion made to approve applying for \$8,000 Montana Department of Commerce Tourism Grant for The Montana People in Great Falls Video Project. Seconded. Discussion on video length, number of videos, and ability to leverage for social media channels. All in favor. None opposed. The motion passed.

- 9:20 | 8. 100 1st Ave N, Lower Level Suite Lease – Rebecca Engum
Tourism Business Improvement District Board of Directors approve signing 1-year lease, with 1-year option with Buchanan-Byrne Building Partnership.

TBID ACTION TAKEN

Motion made to approve signing 1-year lease, with 1-year option with Buchanan-Byrne Building Partnership. Seconded. No discussion. All in favor. None opposed. The motion passed.

- 9:23 | 9. Montana ExpoPark – Rebecca Engum
Take action as deemed necessary

Rebecca Engum provided report.

- 9:30 | 10. Business Development Pipeline – Rebecca Engum

Rebecca Engum provided report.

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9:37 | 11. Executive Director Report – Rebecca Engum

Rebecca Engum provided report.

9:57 | 12. Announcements – Scott Lettre, Scott Shull
Opportunity for updates for the benefit of those present

No announcements.

9:57 | 13. Public Comment – Scott Lettre, Scott Shull
Opportunity for public comment related to Tourism in Great Falls, Montana

No public comment.

9:57 | 14. Adjourn – Scott Lettre, Scott Shull

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