



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

**Thursday, November 21, 2019 | 9:00 AM – 11:15 AM | Video Conference Center, 100 1<sup>st</sup> Avenue N, Great Falls, Montana**

9:00 | 1. Welcome, Introductions, Call to Order – Kaylene Kershner, Sandra Thares

9:05 | 2. Public Comment – Kaylene Kershner, Sandra Thares  
Opportunity for public comment related to items on the agenda

9:10 | 3. Consent Agenda – Kaylene Kershner, Sandra Thares  
Convention and Visitors Bureau Board of Directors  
a) approve 10-17-2019 Minutes  
b) approve 11-14-2019 Minutes  
c) accept October Financials  
d) reviewed 990

Tourism Business Improvement District Board of Directors  
a) approve 10-17-2019 Minutes  
b) approve 11-6-2019 Minutes  
c) approve 11-14-2019 Minutes  
d) accept October Financials

9:15 | 4. New Event Grant Proposal Presentations – Sandra Thares  
River City Festival; RegFest

9:45 | 5. Voices of Montana Tourism Update – Dax Schieffer

10:05 | 6. Comprehensive Creative Services Award – Kaylene Kershner  
Convention and Visitors Bureau Board of Directors approve/deny awarding contract for comprehensive creative services to Banik for a 7-year period, renewed annually.

Tourism Business Improvement District Board of Directors approve/deny awarding contract for comprehensive creative services to Banik for a 7-year period, renewed annually.

10:15 | 7. Dissolution of Great Falls Tourism Business Improvement District – Sandra Thares  
Tourism Business Improvement District Board of Directors approve/reject the dissolution of Great Falls Tourism Business Improvement District, a public benefit corporation.

10:25 | 8. Reports  
1. Great Falls Area Lodging Association – Karen Venetz  
2. Business Development Pipeline – Kristin Dayao  
3. Executive Director – Rebecca Engum

10:40 | 9. Partner Updates – Kaylene Kershner, Sandra Thares  
Updates on key initiatives, exciting developments, and important efforts affecting Great Falls, Montana.

10:45 | 10. Executive Director Review - Kaylene Kershner, Sandra Thares

Convention and Visitors Bureau Board of Directors and Tourism Business Improvement District Board of Directors will go into Executive Session to discuss the annual performance review of Executive Director. After Executive Session, Tourism Business Improvement District Board of Directors will act as deemed necessary.

11:00 | 11. CVB Adjourn – Kaylene Kershner

11:00 | 12. New Event Grant Proposal Funding – Sandra Thares  
Tourism Business Improvement District Board of Directors act as necessary.

11:15 | 13. TBID Adjourn – Sandra Thares