

**Board of Directors Meeting
Kalispell Tourism Business Improvement District
Wednesday – October 7, 2015
3:00 pm – 5:00 pm**

Location: Kalispell Chamber

AGENDA

3:00 pm Meeting Called to Order: Janet Clark, Chairman of the Board

1. Hear from the Public

Members of the public are invited to present information related to the Tourism Business Improvement District. Presenters are limited to three (3) minutes each.

2. Board Action

- a) Approval of minutes from September 2, 2015
- b) TBID financial statements for August, 2015
- c) Approval of allocation of TBID uncommitted rollover funds
- d) Confirmation of Laurie Schultz for Hilton Garden Inn board seat

3. Board Discussion

- a) Dragon Boat and Pond Hockey update
- b) Other events
- c) October Shows – IMEX, Calgary Women’s Show, Media Events
- d) MLHA Conference
- e) Group, M&C updates
- f) Marketing updates

5:00 pm Meeting Adjourns

Enclosures: September 2, 2015 minutes
TBID financial statements for August 2015
KCVB Updates

For Further Information, Please Contact:

Janet Clark, Board Chairman jc@clarkmontana.com or 406-755-8100
Diane Medler, KCVB Director diane@discoverkalispell.com or 406-758-2808

2015 TBID Board Meeting Schedule (subject to change)

January 14	February 4	March 11	April 15	May 13	June 3
July 1	August 5	September 2	October 7	November 4	December 2

Note: Other than the meeting starting time, times listed are approximate and agenda items may be rearranged. Action may be taken on any item listed on the agenda. Public comment is welcome on all items.

Board of Directors Meeting
Kalispell Tourism Business Improvement District
Location: Kalispell Chamber of Commerce
September 2, 2015
3:00 pm – 5:00 pm

Location: Kalispell Chamber

Minutes

Board Members Present: Janet Clark, Vanessa Nordahl, Lisa Brown, Karena Bemis, Nautam Patel, Dan Moderie

Board Members Absent: Dawn Hendrickson

Staff Present: Diane Medler, Dawn Jackson, Vonnie Day, Joe Unterreiner

Visitor: Scott Rieke

Meeting was called to order by Janet Clark, Board Chair, at 3:05 PM.

1. Hear from the Public – no public comment

2. Board Action
 - a. Approve minutes from the August 5, 2015 meeting:
Action: Motion was made by Joe Unterreiner to approve the minutes. Motion seconded by Karena Bemis. Discussion: none. Board approved unanimously.
 - b. TBID financial statements for July, 2015:
Action: Motion was made by Lisa Brown to approve the financial statements. Motion seconded by Karena Bemis. Discussion: none. Board approved unanimously.
 - c. TBID financial statements for June, 2015 – revised end of fiscal year reports:
Action: Motion was made by Vanessa Nordahl to approve the revised end of fiscal year reports. Motion seconded by Karena Bemis. Board approved unanimously.
 - d. TBID Associate Member Application from Greenwood Village Inn & Suites
Action: Motion to approve was made by Vanessa Nordahl. Motion seconded by Karena Bemis. Discussion: Facility has 47 rooms. Associate members are not entitled to a board position or vote. Greenwood will be authorized to begin collecting TBID fees October 1, 2015. Dawn and Diane will meet with owner to acquaint him with TBID initiatives and fees. Board approved unanimously.
 - e. Nautam Patel joins the board representing Aero Inn (replacing Gib Bissell) to complete the term which expires 4/30/2017. Since Nautam is replacing Gib, no formal vote is necessary.

3. Board Discussion
 - a. Dragon Boat Festival – volunteers are needed. Mandatory practices will take place at the venue September 9 – 11. Kevin Kwan and crew will arrive Tuesday, 9/8. Team loading will be handled differently at Lakeside due to the low water level, but Kevin is confident that all will go smoothly. Road closure permit was approved last week. Fencing will be put up to protect private property during the event. 100 tickets have been sold for the Dragon Bash. Several Canadian Dragon Bash discount campaigns have been run. Four local teams have agreed to serve as hosts to welcome new visiting teams.

 - b. High School Rodeo ending balance – there was a variance of (\$1,128.57) for the 2015 event.

The event was expensive to host and required a lot of staff time, but did not yield many room nights. Two items that caused increased costs this year were the inclusion of a new event by the rodeo association and the hot temperatures which caused extra costs for generators and electrical service to the camping area. The Board discussed what level of increased occupancy would persuade them to host the event in the future. Only 220 room nights were generated in 2015, although the event did result in some compression of the market.

- c. Other Events – Woodland Park and Foys Lake were discussed as venues for the Pond Hockey Classic. Surveys about the two locations have yielded diverse opinions from teams. Woodland is the easiest in terms of cost and logistics. Foys Lake is the better location when considering the long-term future of the event. The balance of benefits seems to be even for both locations. If Foys Lake is chosen, arrangements will be made for Woodland Park as a back-up in case of weather issues. The Board agreed that the decision should be made by Diane and Scott Crowder of Pond Hockey Classic.
- d. October Shows – Dawn will attend IMEX, October 12 - 14 in Las Vegas with Glacier Country, Whitefish, Missoula and Billings CVB's. Representatives will have individual appointments with meeting planners this year. Dawn will be collecting updated hotel information to present. Diane will attend the Calgary Women's Show, October 24 – 25. CVB will put together event flyer featuring Black Friday promotions and activities. Diane will attend October media events in San Francisco, Portland and Seattle. Last year's media events created several connections with qualified travel media and have resulted in a few articles about Kalispell thus far including the Sunset Magazine's feature of Pond Hockey as Best In The West.
- e. Montana Lodging and Hospitality Association Conference – October 26 – 28 at the Hilton Garden Inn. Statewide TBID meeting will be 10/26. Board members are requested to attend. Do not need to register for the conference to attend the TBID meeting. Karena Bemis is moving to Helena so will be leaving the Hilton Garden Inn. Laurie Schultz will replace her on the TBID Board.
- f. Group, M & C updates – Montana State Parks will hold their 2016 conference at the Red Lion. Dawn is helping the Kalispell Downtown Association and the City of Kalispell with arrangements for the Montana Downtown Coalition Conference at the Red Lion, September 23 – 25. She has put together a panel of local businesses and others involved in farm-to-table programs and agritourism. She is working with POMA on a marketing plan for the 2016 conference. A grant proposal was submitted for a two-to-one match for funding a meeting planner website that offers individualized group planning in a customizable and downloadable format. If the grant is not received, a more standard, existing website model will be used. A Cranbrook, BC radio station is promoting Kalispell as a winter destination. Dawn is putting together prize packages. Plans are under way for the Governor's Conference in April. A questionnaire was distributed for the September Group Sales meeting. Promos are needed for Black Friday / Small Business Weekend. Ideas for Girls' Weekends are being discussed. Facilities are asked to submit Christmas Party promotions and packages.
- g. Updates – as a result of a Montana Supreme Court decision, online companies must now pay lodging taxes on bookings. They'll be required to pay back taxes to December, 2010. Article was distributed in the board packet. Super 8 had a fire in a wall separating two guest rooms. There was isolated damage, but the remainder of the motel is operational. Three properties have completed the confidential TBID reporting form. Only hotels that submit the form will receive the quarterly

report. Properties will not be identified in the report. The information requested will be helpful in developing an effective marketing strategy. The Board discussed the best way to deal with negative press about forest fires. It's important to convey the message that Glacier Park has much more to offer than the Going-to-the-Sun Road. Training frontline staff on positive messaging is essential. Properties experienced cancellations due to the fires in July and August. Although occupancy increased the end of August, revenues were down because rates dropped earlier than normal. Recent articles about Kalispell in the Alaska Airlines magazine and Helena Independent Record were shared.

Meeting was adjourned at 4:40 PM

Respectfully Submitted: Diane Medler

For Further Information, Please Contact

Diane Medler, CVB Director, diane@discoverkalispell.com or 406-758-2808

Kalispell Tourism Business Improvement District
Summary of Expenditures
October 7, 2015

TBID General Funds – Expense Summary August 2015

Admin:

Rent; Postage; Bookkeeping; Telephone, misc. mileage/expenses; file cabinet Diane's office;
authorize.net charges (credit card processing – DB)

Consumer Marketing: airport stocking; social media admin

Event: event operation mgmt. monthly payment (Rob)

Meetings & Convention: graphics for M&C guide

KCVB Event Funds - Summary August 2015

Dragon Boat: (2015 - \$25,000 TBID)
Balance forward from 2014: (\$1,907.57)
Income - \$94,578.00
Expenses: \$36,666.15
Balance – \$56,004.28

Rodeo 2015: (2015 - \$30,000 TBID)
Balance forward from 2014: \$1,341.47
Income - \$152,693.02
Expenses - \$159,013.05
Balance – (\$1,978.57)

Spartan 2015: (2015 - \$25,000 TBID)
Balance forward from 2014: \$2,276.64
Income - \$36,749.62
Expenses – \$31,601.71
Balance - \$7,424.55

Pond 2015: (2015 - \$25,000 TBID)
Balance forward from 2014: \$37,424.34
Income – \$23,814.32
Expenses – 58,759.97
Balance – \$1,728.69

Tourism Business Improvement District
Balance Sheet
As of August 31, 2015

	Aug 31, 15
ASSETS	
Current Assets	
Checking/Savings	
1010 · Checking	206,512.85
Total Checking/Savings	206,512.85
Total Current Assets	206,512.85
Fixed Assets	
1710 · Office Equipment	3,954.84
1820 · Web Site Development	25,230.44
Total Fixed Assets	29,185.28
TOTAL ASSETS	235,698.13
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	16,983.33
Total Accounts Payable	16,983.33
Total Current Liabilities	16,983.33
Total Liabilities	16,983.33
Equity	
32000 · Unrestricted Net Assets	164,312.26
Net Income	54,402.54
Total Equity	218,714.80
TOTAL LIABILITIES & EQUITY	235,698.13
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Tourism Business Improvement District

Profit & Loss

09/18/15

August 2015

Accrual Basis

	Aug 15	Jul - Aug 15
Income		
4000 · TBID Revenue	140,636.00	140,636.00
4100 · Interest Income	3.97	10.29
Total Income	140,639.97	140,646.29
Expense		
5000 · Staffing	15,254.17	43,485.57
5100 · Administrative		
5350 · City of Kalispell Admin Fee	3,515.90	3,515.90
5110 · Bank Fees	18.57	52.47
5125 · Bookkeeping	245.00	446.25
5140 · Office Supplies	0.00	50.25
5150 · Postage & Copies	34.08	119.43
5160 · Rent	700.00	1,400.00
5180 · Telephone	113.94	306.02
5185 · Travel & Entertainment	71.85	128.28
5190 · Technology Support	0.00	100.00
5195 · Equipment (Software)	198.48	198.48
Total 5100 · Administrative	4,897.82	6,317.08
5200 · Research & Education		
5230 · Organizational Memberships	0.00	500.00
Total 5200 · Research & Education	0.00	500.00
5400 · Consumer Marketing		
5430 · Social Media Admin & Adv	329.96	329.96
5450 · Media Buy Online	0.00	500.00
5480 · Airport Displays	100.00	200.00
5420 · E-Marketing	0.00	116.41
Total 5400 · Consumer Marketing	429.96	1,146.37
5500 · Event Marketing		
5548 · Events Operations Management	2,500.00	5,000.00
5501 · Dragon Boat	0.00	25,000.00
5549 · Other Event Marketing	0.00	750.00
Total 5500 · Event Marketing	2,500.00	30,750.00
5550 · Meetings & Conventions		
5565 · Meeting Planner Shows	0.00	481.21
5570 · Meeting Planner Incentive Progm	14.29	3,155.29
5574 · M&C Guide	20.00	20.00
Total 5550 · Meetings & Conventions	34.29	3,656.50
5650 · Publicity		
5660 · Travel Media FAM	0.00	323.79
5680 · Kalispell Merchandise	0.00	64.44
Total 5650 · Publicity	0.00	388.23
Total Expense	23,116.24	86,243.75
Net Income	117,523.73	54,402.54

10:52 AM

09/18/15

Accrual Basis

Tourism Business Improvement District
Profit & Loss Budget vs. Actual
July through August 2015

	Jul - Aug 15	Budget	\$ Over Bud...	% of Budget
Income				
4000 · TBID Revenue	140,636.00	525,000.00	-384,364.00	26.8%
4100 · Interest Income	10.29			
Total Income	140,646.29	525,000.00	-384,353.71	26.8%
Expense				
5000 · Staffing	43,485.57	206,635.00	-163,149.43	21.0%
5100 · Administrative	6,317.08	28,865.00	-22,547.92	21.9%
5200 · Research & Education	500.00	8,000.00	-7,500.00	6.3%
5250 · Web Site	0.00	18,000.00	-18,000.00	0.0%
5400 · Consumer Marketing	1,146.37	85,000.00	-83,853.63	1.3%
5500 · Event Marketing	30,750.00	108,500.00	-77,750.00	28.3%
5550 · Meetings & Conventions	3,656.50	40,000.00	-36,343.50	9.1%
5650 · Publicity	388.23	30,000.00	-29,611.77	1.3%
Total Expense	86,243.75	525,000.00	-438,756.25	16.4%
Net Income	<u>54,402.54</u>	<u>0.00</u>	<u>54,402.54</u>	<u>100.0%</u>

KALISPELL CONVENTION & VISITOR'S BUREAU

EVENT BALANCES

Accrual Basis

	DRAGON BOAT	POND HOCKEY	SPARTAN RACE	MT HS RODEO	WAYFINDING	TOTAL
2014 Balance Forward	(1,907.57)	37,424.34	2,276.64	1,341.47	63,100.00	102,234.88
January 2015	425.00	1,327.03	0.00	(628.38)	0.00	1,123.65
February 2015	(269.83)	(22,224.04)	0.00	(1,088.00)	0.00	(23,581.87)
March 2015	3,455.00	(5,863.58)	24,870.29	1,000.00	0.00	23,461.71
April 2015	1,408.75	(7,935.06)	(4,649.87)	34,400.75	0.00	23,224.57
May 2015	4,490.56	(1,000.00)	(10,957.76)	20,476.84	0.00	13,009.64
June 2015	(885.95)	0.00	(3,987.00)	(53,890.63)	0.00	(58,763.58)
July 2015	16,342.42	0.00	(127.75)	(2,740.62)	0.00	13,474.05
August 2015	32,945.90	0.00	0.00	(850.00)	0.00	32,095.90
EVENT BALANCES	56,004.28	1,728.69	7,424.55	(1,978.57)	63,100.00	126,278.95

Kalispell Chamber of Commerce
KCVB P&L by Class
January through August 2015

	Dragon Boat	Pond Hockey	Spartan	HS Rodeo	TOTAL
Income					
4700.00 · Special Events					
4225.00 · Beverage Sales	0.00	0.00	9,783.37	0.00	9,783.37
4550.00 · Merchandise	0.00	0.00	0.00	2,098.00	2,098.00
4650.00 · Parking/Camping	0.00	0.00	0.00	41,795.02	41,795.02
4700.10 · Registrations	32,148.00	11,800.00	0.00	43,900.00	87,848.00
4850.00 · Sponsors	29,850.00	4,500.00	0.00	19,500.00	53,850.00
4900.00 · Ticket Sales	1,700.00	0.00	0.00	11,750.00	13,450.00
4925.00 · Vendor Fee	3,000.00	0.00	450.00	3,650.00	7,100.00
4928.00 · VIP Tents	2,400.00	0.00	0.00	0.00	2,400.00
4945.00 · Other Events Revenue	480.00	0.00	1,516.25	0.00	1,996.25
Total 4700.00 · Special Events	69,578.00	16,300.00	11,749.62	122,693.02	220,320.64
4400.00 · Grants & Contributions					
4400.10 · Grants	0.00	6,764.32	0.00	0.00	6,764.32
Total 4400.00 · Grants & Contributions	0.00	6,764.32	0.00	0.00	6,764.32
4410.00 · TBID Revenue	25,000.00	0.00	25,000.00	30,000.00	80,000.00
Total Income	94,578.00	23,064.32	36,749.62	152,693.02	307,084.96
Expense					
5000.00 · Direct Program					
5000.10 · Purchases	0.00	0.00	0.00	1,000.00	1,000.00
5010.00 · Advertising & Marketing	3,320.61	6,232.06	1,689.75	5,118.22	16,360.64
5020.00 · Apparel	0.00	585.00	0.00	0.00	585.00
5040.00 · Awards & Recognition	2,737.92	25.00	0.00	30,085.54	32,848.46
5140.00 · Contract Labor	0.00	1,251.81	0.00	30.00	1,281.81
5180.00 · Catering	0.00	0.00	4,029.70	0.00	4,029.70
5320.00 · Leased Equipment/Space	13,100.00	13,155.22	11,112.90	30,960.43	68,328.55
5440.00 · Participant's Materials/Exp	0.00	432.00	0.00	596.45	1,028.45
5460.00 · Permits & Fees	320.00	2,978.00	520.00	129.00	3,947.00
5480.00 · Event Performers	2,350.00	0.00	0.00	3,500.00	5,850.00
5540.00 · Promotor Fee	5,500.00	12,352.53	3,050.00	0.00	20,902.53
5670.00 · Supplies	136.64	657.56	171.59	7,805.46	8,771.25
Total 5000.00 · Direct Program	27,465.17	37,669.18	20,573.94	79,225.10	164,933.39
5600.00 · Salaries & Employee Benefits					
5620.00 · Employee Benefits	0.00	333.75	0.00	333.75	667.50
Total 5600.00 · Salaries & Employee Benefits	0.00	333.75	0.00	333.75	667.50
5060.00 · Bank Fees & Service Charges					
5060.10 · Bank & Credit Card Fees	76.42	64.90	0.00	1,296.05	1,437.37
Total 5060.00 · Bank Fees & Service Charges	76.42	64.90	0.00	1,296.05	1,437.37
5560.00 · Building & Maintenance	235.00	0.00	0.00	1,030.00	1,265.00
5260.00 · Insurance	3,013.75	1,173.38	1,649.75	840.00	6,676.88
5160.00 · Contributions & Scholarships					
5160.10 · Contributions	0.00	1,750.00	4,000.00	1,000.00	6,750.00
Total 5160.00 · Contributions & Scholarships	0.00	1,750.00	4,000.00	1,000.00	6,750.00
5520.00 · Professional Fees					
5780.00 · Web Site	621.34	0.00	0.00	179.88	801.22
5520.10 · Professional Services	3,338.75	7,702.75	1,400.00	65,897.85	78,339.35
Total 5520.00 · Professional Fees	3,960.09	7,702.75	1,400.00	66,077.73	79,140.57
5360.00 · Meetings	25.00	0.00	0.00	0.00	25.00
5500.00 · Printing & Publications	0.00	1,057.00	140.26	5,445.75	6,643.01
5760.00 · Utilities & Phone					
5120.00 · Communications	101.62	0.00	0.00	0.00	101.62

Kalispell Chamber of Commerce

KCVB P&L by Class

January through August 2015

	Dragon	Pond			
	Boat	Hockey	Spartan	HS Rodeo	TOTAL
5760.10 · Utilities	0.00	0.00	0.00	255.38	255.38
Total 5760.00 · Utilities & Phone	101.62	0.00	0.00	255.38	357.00
5400.00 · Miscellaneous					
5200.00 · Dues & Subscriptions	300.00	0.00	0.00	0.00	300.00
5580.00 · Research & Surveys	410.00	700.00	700.00	765.00	2,575.00
Total 5400.00 · Miscellaneous	710.00	700.00	700.00	765.00	2,875.00
5420.00 · Office					
5420.10 · Office Supplies	658.47	388.90	216.22	688.94	1,952.53
Total 5420.00 · Office	658.47	388.90	216.22	688.94	1,952.53
5740.00 · Travel					
5740.10 · Travel/Mileage	152.16	1,600.69	160.08	684.41	2,597.34
5720.00 · Transportation	51.21	6,023.00	0.00	0.00	6,074.21
5380.00 · Meals (Staff/Volunteers)	78.80	296.42	2,761.46	1,370.94	4,507.62
5740.00 · Travel - Other	138.46	0.00	0.00	0.00	138.46
Total 5740.00 · Travel	420.63	7,920.11	2,921.54	2,055.35	13,317.63
Total Expense	36,666.15	58,759.97	31,601.71	159,013.05	286,040.88
Net Income	57,911.85	-35,695.65	5,147.91	-6,320.03	21,044.08

TBID Board of Directors Meeting, October 7, 2015

Consumer Marketing Updates

Articles:

Motor Home Magazine: Montana's Grand Glacier Country. Kalispell, Glacier Park and Flathead Lake included.

Urban Bliss Life: Flathead Lake and Where to Eat and Drink in Kalispell, MT. Full article about Kalispell including Flathead Lake, Western Outdoor, Thursday Fest, Norms News, Hops, Red Lion

Fall-Winter Consumer Marketing Campaign - Runs October through February

Content Amplification: Oct 19 – Dec 13. Distribute articles as promoted stories across targeted websites. Includes a headline and photo which links to story on dk.com. Guaranteed 5300 visitors.

Digital Banner Ads: Nov 9 – Feb 21 in 4 – 2 week campaigns. Geotargeted to Spokane, Sandpoint/CDA, Calgary, Tri-cities, Eastern MT. Behavior targeted for ski/active, travel, sports, outdoors. Geotarget January campaign to Chicago to promote direct flight.

Sportsman Channel – TGO Fishing: Three episodes, Nov. 15, 22, Dec 27. Kalispell Ice Fishing filmed last winter. Additional promos on social media, Sportsman Channel and TGOFishing.com.

St. Paul MN Ice Fishing Show: December 4-6. Providing promotional collateral to Mike with AAble Fishing who is attending show and representing Kalispell. Includes promotion of TGO Fishing episodes.

Geofence Mobile Banner Ads: Oct 31 – Nov 20. Targets attendees at ski shows – Calgary, Seattle, Portland, Spokane and CDA. While in bldg. served the ad on FB, news feeds etc. Incentive/call to action - click to win Montana ski vacation.

NW Travel Magazine: Nov/Dec issue plus digital, enews article and travel guide lead generation program. Accompanying editorial about winter in Glacier Park and ski resorts. Pond Hockey included in e-newsletter.

Spokesman Review Winter Travel Guide: Nov 22nd. Full page ad and Kalispell/Flathead Valley editorial.

Food & Travel: November issue, Mountain retreats, ski town and resorts. Full page ad and 2 pages of editorial.

Calgary Herald, Discover Winter Magazine: Nov 20th, inserted in Herald and Edmonton Journal and promoted online. ½ pg ad and requesting editorial.

National Parks Traveler Winter Park Guide: ½ page ad and one page advertorial plus banner on website.

Winter Press Trip: soliciting Chicago based journalists plus others for two, one person trips.

Recent Online and Social mentions:

The 43 Best Hidden Hikes in the U.S.

27/08-2015 (feeds.huffingtonpost.com)

Read the full list on Greatest. Sure, hiking the Appalachian Trail is an experience no one ever forgets. But the United States is a pretty big place, with tons of opportunities for hiking and camping in spots that don't attract millions of tourists every y...

Mentions Glacier National Park

[glaciermt] Happening now: the Northwest Montana Fair in Kalispell! Join the fun. #GlacierMT #DiscoverKalispell
22/08-2015 (twitter.com)

[glaciermt] Happening now: the Northwest Montana Fair in Kalispell! Join the fun. #GlacierMT #DiscoverKalispell

Mentions DiscoverKalispell

[MsSassySusan] RT @ClimbGlacier: Northern Lights over @Visit_Kalispell #NorthernLights @visitmontana @Canon_Camera <http://t.co/qhKtrPHRRn>
16/08-2015 (twitter.com)

[MsSassySusan] RT @ClimbGlacier: Northern Lights over @Visit_Kalispell #NorthernLights @visitmontana @Canon_Camera <http://t.co/qhKtrPHRRn>

[Vicki_Dykes] @DancingAspens: #Montana #sunsets are unbelievable, always a beautiful @Discover_MT @DailyInterLake @Visit_Kalispell <pic.twitter.com/k26ttxDAFN>
08/08-2015 (twitter.com)

[Vicki_Dykes] @DancingAspens: #Montana #sunsets are unbelievable, always a beautiful @Discover_MT @DailyInterLake @Visit_Kalispell <pic.twitter.com/k26ttxDAFN>

[jersiddall] Race site for Montana Dragon Boat Races. @DragonBoatCda @visitmontana @Visit_Kalispell <pic.twitter.com/pKJNgGZwI8>
12/09-2015 (twitter.com)

[jersiddall] Race site for Montana Dragon Boat Races. @DragonBoatCda @visitmontana @Visit_Kalispell <pic.twitter.com/pKJNgGZwI8>

[DragonBoatCHS] RT @dragonboat_agen: Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/tFOvO0VBKN>

14/09-2015 (twitter.com)

[DragonBoatCHS] RT @dragonboat_agen: Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/tFOvO0VBKN>

[dragonboat_agen] Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/tFOvO0VBKN>

14/09-2015 (twitter.com)

[dragonboat_agen] Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/tFOvO0VBKN>

[securedarchives] Dragon Boat Festival funds cancer treatment - NBC Montana

<http://t.co/Xjok9n7tmR>

14/09-2015 (twitter.com)

[securedarchives] Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/Xjok9n7tmR>

[CancerReview] Dragon Boat Festival funds cancer treatment - NBC Montana

<http://t.co/GWy0ScQ2FZ>

13/09-2015 (twitter.com)

[CancerReview] Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/GWy0ScQ2FZ>

[CancerUpdate2] Dragon Boat Festival funds cancer treatment - NBC Montana

<http://t.co/5jrNtbmZkl>

13/09-2015 (twitter.com)

[CancerUpdate2] Dragon Boat Festival funds cancer treatment - NBC Montana <http://t.co/5jrNtbmZkl>

[smxmagazin] #Montana Dragon Boat Festival funds cancer treatment: More than 50 teams registered for the event,... [@nbcmontana](http://t.co/CPiG75OqQW)

13/09-2015 (twitter.com)

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[RishuMongaDoc] Dragon Boat Festival funds cancer treatment - NBC Montana

[#cancer](http://t.co/Te1DuUDF1P)

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[RishuMongaDoc] Dragon Boat Festival funds cancer treatment - NBC Montana [#cancer](http://t.co/Te1DuUDF1P)

[RIGB2266] Dragon Boat Festival funds cancer treatment - NBC Montana

<http://t.co/EKGrAovTS7>

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[BlackSwanPharma] Dragon Boat Festival funds cancer treatment - NBC Montana

<http://t.co/WRX0ulZO7g> via Black Swan Intelligent Insight™

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Dawn Jackson
Group Sales Manager
August 20-September 30, 2016

Dragon Boat Festival-worked on assuring that the sponsors received their benefits promised for each sponsorship level. Delivered packets and picked up banners. Helped with the festival, set up and tear down. Set up team hosts, a new programs for our local teams to mentor and watch over the new out of town teams. Worked closely with Donna Townsley in the Bash planning and attended the Bash.

Worked closely with the Kalispell Downtown Association with their September conference for Montana Downtown Association. We had a information table set up and manned it during their breaks, arranged the Agritourism Farm to Table Movement breakout session, set up the Instagram Scavenger Hunt, attended the Reception at the Kalispell Brewery and Conrad Mansion.

IMEX- October 11-15, 2015. Continued the planning, planner gifts, emails to go out for the Contact the Buyers programs, putting together the flash drive information. We are putting together a collateral piece with all of our information.

September Group Meeting - Met at the Hampton Inn and reviewed the following:

RFP and Room Requests submitted for September:

Philanthropy Northwest 2016 Annual Conference
Ladies Pamper Night
MT Ambassadors-Tracy McIntyre Eureka

Meetings/Events Attended (not listed):

TBID Officers Meeting
Lakeside Chamber After Hours
Kalispell Downtown Planning Session

Continuing Projects not listed

2016 Governors Conference
POMA Planning
Reviewing the event/program application and scoring criteria for event requests

September 2015

RFPs/ REQUESTS SUBMITTED	Date Submitted	Meeting Date or Event Date	Estimated # of room nights	Meeting EventsSpace & F & B opportunity	# Hotels that Submitted proposals or offered a rate	# of Properties RFP Sent or Requested	Industry	Proposed Decision Date	Final decision	Comments
Philanthropy Northwest 2016 Annual Conference	8/27/2015	September 2016	736	YES	TBD	4	Association	September 2015		This is a RFP through CVENT requesting specific properties. It is a planner that was here in June on a site tour. Looking at Glacier Country Region.
Ladies Pamper Night		December 2015	TBD	YES	4	3	Event	October 2015		The planner does Lady Pamper evenings all over the US-it is typically locally attended and uses local vendors in an event space. This planner already sent out RFPs to 3 properties and I sent out kalspell information.
MT Ambassadors-Tracy McIntyre Eureka	9/30/2015	October 30 2015	0	YES			Association			This is a luncheon only for 50 ppl-Tracy needs a price per person and they will all be paying individually-very budget minded
GROUPS STILL PENDING										
HTEC-Haas Technical Education Center	7/1/2015	July 2017	430	YES	4	All	Corporate	August 2015		Chris Parson with FVCC will go and present this in July at Calpoly. Multiple hotels have been used in previous conferences.
Governor Highway Safety Association-Board of Directors	7/20/2015	June 2016	60	YES	2	4	Association	August 2015		Coordinator wanted just the properties where meetings could be held presented in the bid.
Kirby Divisional Leaders-Montana	6/1/2015	September 2015	300	YES	1	2	Incentive	6/30/2015		Incentive trip. Lead from CVENT. Requested hotels and resorts that could accommodate entire group.
GROUPS AWARDED/RATE QUOTES										
MT State Parks Division Meeting	7/28/2015	March 2016	285	YES	3	All	Government	August 2015	Has chosen Kalspell-Red Lion	Larger group and wanted to be all at one property-Red Lion has been chosen
LEADS BEING WORKED										
MT Rocky Mountain Association of Fairs		November 2020	940	YES	TBD	TBD	Association	November 2016		
SPECIAL EVENT ROOMS										
Dragon Boat Festival		September 10-13, 2015	Rate Quote	NO	ALL	ALL				
Flathead Celtic Festival	7/28/2015	September 19, 2015	Rate Quote	NO	10	ALL	Event	July 2015		This is the 1st annual event and planner wanted multiple options for participants to choose. The event is held at Herron park.
LOST BUSINESS from previous months										
TURNED DOWN BUSINESS this month										