



**Sioux Falls Convention & Visitors Bureau
 BID Board of Directors
 Minutes**

September 21, 2016

Sioux Falls Convention & Visitors Bureau Board Room

Presiding:	Thea Miller Ryan	
Voting Members Present:	Scott Garrett Tom Morris Shailesh Patel	Mark Wahlstrom Steve Westra
Voting Members Absent:	Jean Hoelsing Randy Huber	Char Roth
Non-Voting Members Present:	Rex Rolfig Teri Schmidt	Daren Ketcham
Non-Voting Members Absent:		
Others Present:	Matt Brunick Bryan Miller Jerry Miller	Krista Orsack Kraig Pomrenke Kathie Puthoff

Chair Thea Miller Ryan called the meeting to order.

Approval of Agenda

Mark Wahlstrom moved to approve the regular agenda. Second by Steve Westra. Unanimous approval.

Approval of Minutes

Steve Westra motioned to approve the minutes. Second by Mark Wahlstrom. Unanimous approval.

Teri Schmidt welcomed Daren Ketcham, the new Director of Community Development for the City of Sioux Falls, and newly appointed liaison to the BID Board.

Financial Report

Teri distributed the updated the BID Financial Request Summary noting updated YTD totals.

Teri reviewed the 7/31/16 financial statement noting that the Chamber has not yet completed the August report. September will be our final month as October begins the new budget year. If we end with extra in the budget, we will come back to the board to present a supplemental budget. Teri reviewed overages and underages by line items.

Discussion was held on handling a deficit, should that ever happen, as well as establishing a reserve account. Teri recapped the information and it was decided we will revisit the issue at the December

meeting after year end finances are determined. Steve Westra motioned to approve the financial report. Second by Tom Morris. Unanimous approval.

Funding Requests

Teri reviewed top months of BID tax collection and occupancy rates based on the August STR report.

Teri routed thank you's received from some of the recipients of past BID Funding Requests.

BID FUNDING REQUESTS

Teri distributed today's four funding requests:

Internal Request:

The CVB is bidding for a national convention. A \$20,000 commitment is a requirement as part of the bid process. If it is approved, it comes out of the 2023 budget (only if we win the bid). Shailesh Patel motioned to approve the request for \$20,000. Second by Steve Westra. Unanimous approval.

Thea Miller Ryan recapped the mission of the board, to create room nights, prior to review of the following four bid funding requests.

1. NSIC (Northern Sun Intercollegiate Conference) / Sanford Health Men's & Women's Basketball Tournament
 - Dates: February 25-28, 2017
 - 125 rooms per night
 - Request: \$7500
 - Repeat business – 4th year
 - Past CVB Funding: 2014 - \$5000; 2015 - \$5000; 2016 - \$5000

Tom Morris motioned to approve \$2500...half of what they received in each of the past two years. Mark Wahlstrom seconded the motion. Steve Westra issued a substitute motion of \$1500. Second by Shailesh Patel. Motion for \$1500 was approved by vote of 3-2 with Scott Garrett and Mark Wahlstrom opposed.

2. Sioux Falls Sports Authority / Summit League 2017 Men's & Women's Basketball Championships
 - Dates: March 4-7, 2017
 - 1000 rooms per night
 - Request: \$10,000
 - Repeat business – 9th year
 - Past CVB Funding: 2012 - \$10,000; 2013 - \$10,000; 2014 - \$10,000; 2015 - \$12,500 (plus \$17,500 Midco Marketing); 2016 - \$4000

Bryan Miller, Sioux Falls Sports Authority, was present.

Mark Wahlstrom motioned to approve \$5000. Tom Morris seconded the motion. Motioned passed with a vote of 4-2 with Thea Miller Ryan and Steve Westra opposed.

3. SculptureWalk: South Dakota Sculpture Trail
 - Dates: Beginning in 2017
 - Hundreds of rooms this first year
 - Request: \$5000
 - Past CVB Funding: 2016 - \$5000

Thea Miller Ryan noted she would turn the Chair over to Treasurer Steve Westra for this item as she has a conflict of interest.

Shailesh motioned to approve today's additional \$5000 request for the 17-18 budget. Second by Mark Wahlstrom. Unanimous approval.

Rex Roling said we need to review this type of request for next year as the South Dakota Sculpture Trail doesn't fit the criteria of the board. Steve Westra agreed noting that we gave him our word at a previous meeting so don't think we can go back on that.

4. SDHSCA (SD High School Coaches Assn) / NHSACA 2018 National Clinic Convention
- June 23-27, 2018
 - 500-800 people (didn't fill in # rooms)
 - Request: \$2000
 - Repeat business (held in Sioux Falls twice in year's past, most recently in 2007)

Jerry Miller spoke on behalf of this request.

Steve Westra motioned to approve \$2000 for this request. Second by Shailesh Patel. Unanimous approval. Teri clarified that this amount would be paid in 2018 from the 17-18 budget. Jerry agreed this was acceptable.

BID Activity

Teri Schmidt reviewed sales and marketing activity.

New Business

Teri Schmidt stated that because the BID Board meetings take place in the middle of the month, we don't have current financials available as they don't come out until later in the month. Do we want to push our meetings to the later part of the month (approximately 1 week) so that we can have updated financials available at these meetings? It would be the 4th Tuesdays instead of the 3rd Wednesdays. Tom Morris said we can look at our calendars and discuss it at the December meeting.

Announcements

No announcements.

Adjournment

Tom Morris motioned to adjourn the meeting. Second by Mark Wahlstrom. Adjourned.

Respectfully submitted:

_____ Kathie Puthoff
Name

_____ September 21, 2016
Date