

**Minutes of the Board of Directors
Fargo-Moorhead Convention & Visitors Bureau
Wednesday May 31, 2023**

Members Present: Doug Peters, Kimberly Busch, Clare Hughes, Tanner Tweten, Nicole Steen Dutton, James Stinsman, Casey Sanders-Berglund, Ramon Sosa

Members Absent: Holly Heitkamp, Kember Anderson, Kylee Brisch

Others Present: Charley Johnson, Pres/CEO, Beth Jansen, Executive Director, Bonanzaville

- Chair Doug Peters called the meeting to order.
- A motion was made (Nicole), seconded (Kimberly), and passed approving the April 19 Minutes.
- The CEO & Board reviewed the April financials and discussed possible unbudgeted expenditures due to a looming surplus.
- After brief discussion, a motion was made (Kimberly), seconded (Ramon) and passed approving the draft of the CVB Tax Return for 2021. Eide Bailly prepared the draft and will file it with the IRS.
- The Board discussed the idea of realigning the FMCVB fiscal year to match the calendar year. There was no vote, but the Board advised the CEO to consult with legal counsel and bring a draft of the appropriate bylaw changes to the June meeting for approval. In the meantime, the CVB leadership team will prepare a 4-month (Sept '23 – Dec '23) budget, followed by a 12-month (Jan '24 – Dec '24) for approval at the June 28th meeting. The intention was also expressed that, should the FY change pass, Board Member terms currently scheduled to end August 31, 2024, would be extended through December 31, 2024.
- A motion was made (Nicole), seconded (Kimberly) and passed approving the appointment of James Stinsman (Four Points) and Kylee Brisch (Jasper) to fill two open hotel seats on the Board.
- Clare nominated Nicole Steen Dutton to take the 4th spot on the Board Executive Committee. Kimberly seconded and the Board approved.
- Bonanzaville Executive Director Beth Jansen presented a request for a capital grant to help restore and renovate the Arthur Town Hall building in the historic pioneer village. After the presentation and some discussion, Ramon moved approval of a \$100,000 grant, which is just under 25% of the project's \$417,000 cost. Tanner seconded the motion and the Board approved.
- The Board discussed proposed salary increases for the staff, which will be part of the budget process. The CEO was asked to leave the room while his salary was discussed. When he returned, the Board Chair advised him that the proposals had been approved.
- The CEO updated the Board on City of Fargo plans to move ahead with a public vote on a tax package to pay for renovation and expansion of the

Fargo Dome. The proposed expansion, if approved, will include a convention space addition. The CEO advised the Board that CVB staff and the CVB Marketing Team would be leading the campaign once the City Commission voted to move ahead with the vote, and asked the Board to approve a budget of up to \$20,000 to help pay for the campaign. Nicole made a motion in favor, Ramon seconded the motion, and it passed.

- The meeting was adjourned.

The Board is advised to avoid hitting "Reply All" on emails, as doing so could trigger an open meeting requirement.

The next regular Board Meeting is scheduled for 7:30 am on Wednesday, June 28, 2023. At the FMCVB Boardroom.

If necessary, there will be a virtual option on MS TEAMS.