

**Board of Directors Meeting
Kalispell Tourism Business Improvement District
September 23, 2026
3:00 - 5:00 pm**

Discover Kalispell/Chamber, 2 South Main Street, 2nd floor board room

3:00 p.m. Meeting Called to Order: Robert Hall, Vice- Chair

3:05 p.m. 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.

3:10 p.m. Event grant application – Glacier Surf Soccer Club - \$30,000

3:30 p.m. Board Action Items

- a) Approval of minutes from August 26, 2026
- b) Acceptance of financials for August 2026

3:50 p.m. Board Discussion

- a) Staff reports

5:00 p.m. Adjournment

Board Packet is available at: <https://discoverkalispell.com/tbid-documents-and-board-packets/>

For Further Information Contact:

Bryce Baker, Board Chair kalispell@myplacehotels.com 406-752-4847

Lorraine Clarno, CEO lorraine@discoverkalispell.com 406-758-2804

2026 TBID Board Meeting Schedule (subject to change)

January 28	February 25	March 25	April 22	May 27	June 24
July 22	August 26	September 23	October 28	December 9	

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 Minutes
Kalispell Tourism Business Improvement District
August 27, 2026
3 - 5:00 pm

Discover Kalispell/Chamber, 2 South Main Street, 2nd floor board room

Board Members Present: Bryce Baker, Nathan Black, Britta Joy, Zac Ford, Haley Wilson, Skyler Rieke, Robert Hall,

Board Member Absent: None

Guests: Megan Buecking (Zoom), Marisa Roth, Emily Schroeder, Tracey Bridges

Staff Present: Marisa Mikonis (Zoom), Lorraine Clarno, Chris O'Boyle, Meche Ek

Meeting Called to Order 3:10 p.m. Bryce Baker, Chair of the Board

1. Hear from the Public – N/A

2. Community Development Grant Application – New All Terrain Wheelchair for Lone Pine State Park, Montana State Parks Foundation - Megan Buecking

Megan Buecking, Executive Director, presented a request to support the purchase of a new AXIS40 all-terrain track wheelchair for Lone Pine State Park. The adaptive recreation equipment would expand accessible outdoor recreation opportunities and align with Discover Kalispell's stewardship, responsible recreation and accessible travel priorities. The estimated cost is \$22,475, with \$6,475 remaining funding needs. The Board approved \$3,000 in cash plus in-kind communications/marketing support. Motion by Britta Joy, seconded by Robert Hall; motion passed.

3. Event Grant Application – Montana Dance Association – Marisa Roth

Marisa Roth, Workshop Director, presented a request for a new three-day dance workshop in the Flathead Valley. The event would bring students, families, studio owners and instructors from across Montana and beyond, with programming at multiple Kalispell-area venues. The \$15,000 request was reviewed. The Board approved \$5,000 toward facility rental costs. Motion by Britta Joy, seconded by Zac Ford; motion passed.

4. Flathead Valley Hockey Association Post Grant Report FY '26

The required post-grant report remains outstanding. Staff noted that follow-up was conducted approximately nine months after the event, and the organization is aware that the report was on the Board agenda. No show.

5. Board Action Items

a. Approval of minutes from July 22, 2026

A motion was made by Zac Ford to approve the June minutes. The motion was seconded by Robert Hall. No discussion. The board approved unanimously.

b. Acceptance of financials for July 2026

Zac Ford presented financials and recommended accepting as presented. A motion was made by Britta Joy to accept the financials as presented. The motion was seconded by Skyler Rieke. No discussion. The board approved unanimously.

6. Board Discussion

a) Staff reports

Lorraine Clarno

Welcomed the Board and provided an update on the Canadian Welcome Pass. Due to recent tariffs, Discover Kalispell will take a more limited promotional approach this year. Bed tax audit is underway. TBID audit is being conducted in coordination with the City. CD will mature on September 13, CD rates being reviewed. WFCU has the highest continuing rate at 3.69 for 4, 8, and 15 months. FIB 6-month rate:3.0, Glacier Bank 6-month rate 3.3. Board agreed to renew for 4-months at WFCU.

Marisa Mikonis

Reviewed the monthly dashboard and key performance metrics. Ongoing work includes development of the photo and content strategy, including an audit of existing assets and collaboration on future content needs. Fall/winter photo call is now live. The Ski for Free campaign will return, with Blacktail Ski Area participating. A

Sports Kalispell teaser video is in development with Sky Vault. RFPs for winter production and the visitor guide will be released soon.

Chris O'Boyle

Provided an update on partner and industry groups he has connected with throughout the year. Discover Kalispell has joined Destination International and the Military Reunion Network. Continuing work on the military reunion planner initiative.

Meche Ek

Reported that the Kalispell Insider is now live.

b) **Bylaws**

Bylaws are being reviewed by the Board of Directors.

4:30 p.m. Adjournment

Business / Organization

Glacier Surf Soccer Club

First Name

Nathan

Last Name

Evans

Phone number

(406) 794-7822

Email Address

nate@glaciersurfsoccer.com

Website

<https://www.glaciersurfsoccer.com>

Street Address

704c 13th Street East

City

Whitefish

State / Province / Region

MT

Zip / Postal code

59,937

Event Name

Premier Cup Tournament

Event Description

The 5th annual Premier Cup Tournament will feature teams from Washington, Idaho, Canada, and throughout Montana. In year 4, we grew this event to almost 120 teams and year 5 is anticipated to be just as large, if not bigger.

Event Type

Existing Event

Grant Amount Requested

30,000

If grant is awarded, describe how the Discover Kalispell lodging link will be distributed.

We will distribute lodging options via direct emails to registered teams, link and post on our social media, and a direct link to lodging options on our website

Provide detailed Description of how Discover Kalispell Event Grant funds would be used

We will utilize Discover Kalispell Event Grant funds for facility and goal rentals; for referee assignor & referee pay; for offsetting referee hotel & travel expenses; for marketing banners and signage recognizing KCVB throughout the event grounds;

How will this event create room nights in Kalispell hotels from out of area visitors

Over 80% of previous years events have been out of town teams. We will work to promote Kalispell hotels to the attendees and the referees via direct email, social media, and directly on our website.

Anticipated number of room nights?

2736-3,420 Room Nights

How will spectators and participants be tracked - number and where they are from.

We track event attendance with the event registration software GOTSPORT

If this is a reoccurring event, what data can you provide from previous events.

We have the Post Event data from previous years events

Will assistance be needed in arranging hotel blocks?

Yes

Start date

10/02/2026

End date

10/04/2026

Load-In Start Time

05:00 pm

Load-In END Time

05:00 pm

Street Address

1600 Hospital Way

City

Whitefish

State / Province / Region

Montana

Event Start Time

05:00 pm

Event END Time

05:00 pm

Estimated Number of Attendance

1368-1710 attended in 2025

Description of Audience

The audience includes direct family members of players competing in the event (moms and dads) and also sometimes include close family members such as aunts, uncles, and grandparents.

Is the Event

Free to the Public

How will you provide your Marketing Plan

Fill Out on Form

Will there be Proceeds from the Event?

Yes

Will there be food / beverage(s) distributed at the Event?

Yes

Name

Andrew Benhart

Title

Staff Coach

Phone number

(309) 714-3193

Email Address

abenhart@glaciersurfsoccer.com

Address

704c 13th Street East

City

Whitefish

State / Province / Region

MT

Country

United States

Zip / Postal code

59,937

Name

Sarah Sutton

Title

Club Administrator

Phone number

(706) 215-0346

Email Address

sarah@glaciersurfsoccer.com

Address

704c 13th Street East

City

Whitefish

State / Province / Region

MT

Country

Unites States

Zip / Postal code

59,937

Name

Shannon King

Title

Tournament Staff

Phone number

(805) 368-0154

Email Address

purplepiglet77@yahoo.com

Address

704c 13th Street East

City

Whitefish

State / Province / Region

MT

Country

Unites States

Zip / Postal code

59,937

How many years has this event been conducted?

Consent

 I agree to the privacy policy.

Name / Signature

Nathan Evans

Kalispell Chamber TBID

Balance Sheet
As of Aug 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
1010 Checking	407,084.48
1022 Whitefish Credit Union	\$206.77
1021 Savings	37,288.02
Total for 1022 Whitefish Credit Union	\$37,494.79
Total for Bank Accounts	\$444,579.27
Accounts Receivable	
1200 Accounts Receivable	1,800.00
Total for Accounts Receivable	\$1,800.00
Other Current Assets	
1023 WCU CD	114,696.37
12000 Undeposited Funds	0.00
1300 FIB-CD	0.00
Total for Other Current Assets	\$114,696.37
Total for Current Assets	\$561,075.64
Fixed Assets	
1710 Office Equipment	0.00
1820 Web Site Development	67,150.44
1910 Accumulated Depreciation	-26,860.36
Total for Fixed Assets	\$40,290.08
Total for Assets	\$601,365.72
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	2,085.66
Total for Accounts Payable	\$2,085.66
Total for Current Liabilities	\$2,085.66
Total for Liabilities	\$2,085.66
Equity	
32000 Unrestricted Net Assets	721,686.64
Net Income	-122,406.58
Total for Equity	\$599,280.06
Total for Liabilities and Equity	\$601,365.72

Kalispell Chamber TBID

Budget vs. Actuals: Budget_FY26_P&L - FY27 P&L Classes

July - August, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
4000 TBID Revenue	53.43	2,245,000.00	-2,244,946.57	0.00 %
4100 Interest Income	50.79		50.79	
Total Income	\$104.22	\$2,245,000.00	\$ -2,244,895.78	0.00 %
GROSS PROFIT	\$104.22	\$2,245,000.00	\$ -2,244,895.78	0.00 %
Expenses				
6100 Administrative/Operations				
6110 Bank Fees	4.00		4.00	
6115 Annual Report/Mtg		4,000.00	-4,000.00	
6120 Audit - City of Kalispell		8,000.00	-8,000.00	
6122 Audit - Chamber		7,800.00	-7,800.00	
6125 Accounting Services	455.50	11,000.00	-10,544.50	4.14 %
6130 Directors & Officers Insurance	1,394.00	4,300.00	-2,906.00	32.42 %
6135 City of Kalispell Admin Fee		10,000.00	-10,000.00	
6140 Office Supplies	150.50	1,750.00	-1,599.50	8.60 %
6150 Postage & Copies	69.06	1,350.00	-1,280.94	5.12 %
6160 Rent		30,800.00	-30,800.00	
6170 Management Fee	10,000.00		10,000.00	
6190 Technology Support	375.00	5,800.00	-5,425.00	6.47 %
6195 Equipment (Software)		5,000.00	-5,000.00	
6199 Other Admin	2,572.09	8,600.00	-6,027.91	29.91 %
Total 6100 Administrative/Operations	15,020.15	98,400.00	-83,379.85	15.26 %
6200 Personnel (wages)	36,068.67	630,000.00	-593,931.33	5.73 %
6250 Education/Outreach				
6260 Staff Training, Prof Develop		17,000.00	-17,000.00	
6280 Organizational Memberships	3,815.25	32,000.00	-28,184.75	11.92 %
Total 6250 Education/Outreach	3,815.25	49,000.00	-45,184.75	7.79 %
6300 Agency Services	26,305.00	238,000.00	-211,695.00	11.05 %
6400 Research	5,643.85	44,000.00	-38,356.15	12.83 %
6500 Website	600.00	27,500.00	-26,900.00	2.18 %
6600 Destination Marketing				
6620 Marketing Resources				
6621 Photos/Videos	12,560.00	78,000.00	-65,440.00	16.10 %
6622 Online Platforms/Subscriptions	19.99	40,000.00	-39,980.01	0.05 %
Total 6620 Marketing Resources	12,579.99	118,000.00	-105,420.01	10.66 %
6640 Paid Media	20,334.41	484,000.00	-463,665.59	4.20 %
6650 Earned Media/Tourism Sales		109,000.00	-109,000.00	
Total 6600 Destination Marketing	32,914.40	711,000.00	-678,085.60	4.63 %
6700 Destination Stewardship/Mgmt				
6710 Workforce Develop & Training		9,500.00	-9,500.00	
6720 VIC Funding		13,600.00	-13,600.00	
Total 6700 Destination Stewardship/Mgmt		23,100.00	-23,100.00	

Kalispell Chamber TBID

Budget vs. Actuals: Budget_FY26_P&L - FY27 P&L Classes

July - August, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6800 Destination Development				
6830 Event, Sports & Group Incentive		370,000.00	-370,000.00	
6890 Sales-Trade Shows, RFP Platform	2,143.48	48,000.00	-45,856.52	4.47 %
6895 Community Projects and Grants		6,000.00	-6,000.00	
Total 6800 Destination Development	2,143.48	424,000.00	-421,856.52	0.51 %
Total Expenses	\$122,510.80	\$2,245,000.00	\$ -2,122,489.20	5.46 %
NET OPERATING INCOME	\$ -122,406.58	\$0.00	\$ -122,406.58	0.00%
NET INCOME	\$ -122,406.58	\$0.00	\$ -122,406.58	0.00%