



BIG * SKY
CHAMBER OF COMMERCE
CONVENTION & VISITORS BUREAU

Meeting Minutes

**55 Lone Mountain Trail
Big Sky, Montana 59716**

406-995-3000

August 9, 2016

www.bigskychamber.com

Present: David O'Connor, Bill Simkins, Kevin Germain, Sarah Phelps, Brandon Bang, Ken Lancey, Paul Robertson

Staff: Kitty Clemens, Margo Magnant, Marci Lewandowski, Lander Bachert

Call order: 8:38 a.m.

Public Comment: No public comment

Visit Big Sky Liaison Report

Kitty Clemens

- VBS also applied for a grant through Prospera, for the Destination Next project.
- Destination Analytics is the company in charge of that information collection.
- The new visitor kiosk is in the lobby of the Big Sky and Greater Yellowstone Welcome Center, and the West Yellowstone one will be going in at Yellowstone Aerial Adventures on Friday. Lander and Marci will be handling the install there.

ACTION ITEMS

Approval of Minutes:

David noted a misspelling of Director Britt Ide's name.

Motion offered to approve minutes by Sarah Phelps and second by Brandon Bang.

Introduction of New Staff:

Kitty Clemens introduced Lander Bachert as the new Visitor Services Manager, and wished Marci good luck on her new academic endeavors.

Approval of Financials

Kitty Clemens, Executive Director

- June financials are in place.
- The Chamber is on track to be on budget
- Kitty reported that currently the Chamber is about \$30,000 in the black.
- Kitty reported that the Chamber is financially stable, and indicated that it will maintain that stability.

**Approve Renewal and sign new line of credit documents at Big Sky Western Bank
Kitty Clemens, Executive Director**

- Signature needed for the line of credit at Big Sky Western Bank, it was \$6,000 and it is being moved to \$20,000. This line of credit is to be in place to pay staff in case of emergency actions.

Motion was made to renew and extend line of credit. Motion passed.

- Old building profits are in the books. Sold for \$225,000.

A motion to approve just the June financials was made by Ken Lancey, seconded by Sarah Phelps. Motion approved.

**Policy on temporary workforce housing
Kitty Clemens**

- Kitty Clemens offered a Topic Memo on the subject of Temporary Workforce Housing with a recommendation that the Chamber Board entertain a motion to support.
- The company that is looking to build and manage the housing is Civeo. This company is internationally based, and would provide housing that would last 1-2 years.
- Estimate that there are 800 vehicles and a potential 400 workers going through the canyon per day.
- Contractors that know they will get business in Big Sky are buying any place they can with the space to fill with temporary workers.
- The Board will continue fact finding and will add to the next Board meeting's agenda for further discussion.

No action taken.

Discussion Items

**Housing Land Trust Progress
Kevin Germain, Director**

- Kevin suggested that a Chamber representative attend the Resort Tax meeting tomorrow to gain information.

Legislative

- Britt and Kevin have not yet met; they will form opinions and actions after the Resort Tax board has their August meeting.

TEDD Update: Kevin Germain

- Not huge material changes, realistically Kevin reported that the project is probably a year out, with one of the major obstacles being zoning in the Madison County district.

Gateway Business Plan: Kevin Germain

- Kevin reported that a group of interested parties are looking at a third party developer to see if a partnership is available. In this vision the corner would be anchored by the Welcome Center, but would be surrounded by potential for-profit businesses.
- Chamber preference is to stay in the current location. Current rent is \$3000/month. The Board wants to ensure the Chamber has control over its destiny and owning real estate is important for the Welcome Center to be successful.

Non-Agenda Item: Brandon Bang, Director

- Brandon suggested ways of increasing community support for VBS programs.
- A conversation ensued. Kitty Clemens stated that additional community support for VBS programs is a VBS and not a Chamber board responsibility.
- Brandon offered to write a proposal to further the conversation.

Staff Reports

VIC Report

Marci Lewandowski, Visitor Services Manager

- Members were high for July, over 6,000 Visitors were counted, double from the numbers of July 2015.
- Kitty suggested that Marci and Lander share numbers information with Margo for the Chamber Chat
- Kitty reminded the group that the same size staff is now taking care of double the visitors and providing additional programs, while still meeting deadlines and producing quality work.

Membership Report
Margo Magnant, Membership Director

- Margo presented the membership report, showing 10 new members that joined since July's meeting.
- The Chamber currently has 426 active members.
- Business After Hours this month is being held at the Chamber, being hosted by Pine Cove Consulting.
- Registration and sponsorship for the upcoming Annual Chamber Golf Tournament is going well.
- The Chamber's Annual Business Expo will be at Buck's T-4 on September 27th.
- The envelope sponsorship is not yet secured.
- The staff is working on logging brochure information into the ChamberMaster database to better meet the needs of members. Need to track the inventory in a successful manner.
- A new design of the membership packet in the works. Also, the first phase of Chamber website updates are coming soon. The goal is to make the website for mobile friendly.
- Margo mentioned that in all of 2014, the Chamber added 53 new members, and thus far in 2016, there are 46 new members.
- The Chamber Board photograph is re-scheduled for a later date.

Director's Report
Kitty Clemens, Executive Director

- Kitty Clemens officially submitted her resignation.
- David publicly acknowledged the gains the Chamber has made because of Clemens' hard work.
- Kitty thanked everyone for their support and David's vision. Kitty will be leaving for the Colorado Springs Urban Renewal Authority. Kevin reiterated that Kitty put the Chamber on a positive trajectory. Brandon thanked Kitty for her hard work and spirit.
- The Board discussed appointing a hiring committee. Kevin suggested having the committee narrow down the field and then introduce the prospective candidates to the entire Board.
- David said in the next week he would like to come up with a job description and a posting plan. There was discussion about looking at candidates from other ski towns. Kitty would like the Board to consider hiring someone who would protect the integrity and uniqueness of Big Sky.

Adjourn
Motion to Adjourn by Sarah. Second by Paul. Meeting Adjourned at 11:02 a.m.

Respectfully submitted,

Lander Bachert