

**Minutes of the Board of Directors**  
**Visit Fargo-Moorhead**  
**Wednesday, March 25**

**Members Present:** Doug Peters, Kember Anderson, Clare Hughes, Nicole Deen Stutton, Ramon Sosa, Kimberly Bush, James Stinsman, Terrance Johnson, Sean Brandenburg,

**Others Present:** Shirley Hughes, Rachel Williams

- Chair Doug Peters called the meeting to order.
- A motion was made (Clare), seconded (Nicole), and passed approving the February Minutes.
- Rachel gave the financial updates for February financials. She noted that as of this meeting we had not received the February lodging tax reports. Doug asked if financials would be considered Red, Yellow or Green. She said Green. Other notes: Our audit is currently being conducted and as of this meeting we are 67% through the process. Eide Bailly will attend the June meeting to give the report. Chair Doug asked about next CD maturity dates, Rachel reported not until June then we will reinvest them strategically based upon current rates.
- Rachel gave an update on the mold remediation that we are doing on the building currently after we discovered a large area of mold in our stairwell. We got bids from multiple companies, and we are going with one that is giving us a warranty. They have found more than we thought but are fixing as well. In addition, we will have the roof inspected to make sure that we won't have any further issues, as this all looks as if it came from the roof. We are hoping to have all this done in the next two weeks.
- Shirley and Rachel updated that Board that we are looking at options to outsource some of our HR tasks as well as looking at all of our Benefits at the same time. We are talking to Pro Resource and will come back to the Board once we know more about costs/savings etc.
- Doug gave an update on the conversations that are happening with West Fargo stakeholders including some WF City Commission members around the effectiveness of our organization and if we are serving the WF community as we should be. Shirley also gave an update on communication she has received and said that we have a meeting with Commissioner Zundel set for April 9 off of the back of hearing her concerns. Shirley, Nicole and Doug also met with Mayor Dardis to ask his opinion on what the challenges are and how we best address. He offered to help Visit FM in any way he could. We are pulling a very extensive report together from the beginning of our contract with WF to show the dollars we have taken in, how we have spent and then to explain all the ways that we work with the community across every group – restaurants, hotels, attractions, sporting governing bodies and more. Nicole is going to reach out to the Mayoral candidate to schedule an introductory meeting, and Shirley will also reach out to

City Commission members and those running for open seats. The team will keep the Board up to date on all details.

- Shirley gave an update on the Convention Center update. The next Committee meeting will be on April 21 and 22 when discussions will happen around the final four candidates and hear the findings from Baker Tilly and HVS. April 27 is the scheduled date to present to the City Commission the suggested partner.
- Other news: Shirley gave a hiring update re Mallari's role. We have posted for a Sr Manager and Director, some applications have come in and early conversations are happening. More to come on that process.
- Shirley reminded the team that our April meeting will have two grant applicants presenting and in May we will be meeting at Grand Farm. Finally, we have scheduled a Board engagement event for August at 1889.
- Finally – Shirley mentioned the ND Tourism conference happening in Grand Forks in April and the Fargo Theatre Fargo Movie 30<sup>th</sup> Anniversary event that we are supporting
- Kember made a motion to adjourn the meeting and Kimberly seconded.

**The next Board Meeting is scheduled for 7:30 am on Wednesday,  
April 22, 2026 in the Visit FM Boardroom.  
There will be a Teams Link, as well.**