

**Minutes of the Board of Directors  
Visit Fargo-Moorhead  
Wednesday, May 27, 2026**

**Members Present:** Doug Peters, Kember Anderson, Clare Hughes, Nicole Steen-Dutton, James Stinsman, Terrance Johnson, Sean Brandenburg, Emily Nielsen, Kimberly Bush

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

- Chair Doug Peters called the meeting to order.
- Lisa Vedder our new Director of Convention Sales introduced herself to the Board and we gave an update that we will be hiring another junior sales person to support her in this vertical.
- A motion was made (Kimberly), seconded (Kember), and passed approving the March Minutes.
- Rachel gave the financial updates for April financials. Other notes: we are still dealing with our mold remediation, and need to get a new flag pole for our front parking lot. We have overspent in Capital due to these unexpected expenses. Discussion was held around how we potentially try to anticipate other capital expenses. Shirley shared that we have talked about ‘what’ we will need to do in the next couple of years that we know about – new doors, handicap automation and updating of visitors center. We are researching all options.
- Shirley and Rachel also shared that Rachel discovered a glitch with how we were paying our disability insurance. The net is that we over spent since 2023, but we have rectified that. Shirley consulted our lawyer and there are no ramifications and all employee paychecks have been corrected. Shirley also shared that this and other reasons (automation, more benefits and checks and balances, we are leaning to engaging Pro Resources to administer our HR and payroll and benefits. We are meeting with them week of June 2.
- Shirley gave an update on the Convention Center process. Basically, the commission has pushed making a decision until the City commission meeting on June 22.
- Shirley shared with the Board that we will be participating in a joint meeting with the Airport Authority, EDC and Chamber Boards instead of our August Board meeting. The goal is to update each Board on our activities and to see how we can work more closely together.
- Shirley updated that we are in the middle of an RFP for the Strategic Planning process for our next three year plan. Doug asked 2-3 Board members to participate in the vendor presentations. Emily, Terrance and Kimberly volunteered. Meetings will be June 15 & 16 and work will commence shortly thereafter.
- The Board agreed to change the next Board meeting to our original date of June 24. Shirley is also looking into having our October meeting at The Loop in Moorhead. She will work with Sean to coordinate.

- Shirley gave an update on some marketing projects – a sports tourism documentary that we are producing with *All Access by Andy Garcia* and another Olympic movement project. More to come at future meetings on these.
- Clare made a motion to adjourn the meeting. Emily second.

**The next Board Meeting is scheduled for 7:30 am on Wednesday,  
June 24, 2026 at the Visit Fargo-Moorhead Board Room  
There will be a Teams Link, as well.**