Minutes of the Board of Directors
Visit Fargo-Moorhead
Wednesday, Juen 24, 2026

Members Present: Doug Peters, Kember Anderson, Clare Hughes, Nicole Steen-Dutton, James Stinsman, Sean Brandenburg, Emily Nielsen, Kimberly Bush, Casey Sanders-Berglund
Others Present: Shirley Hughes, Rachel Williams, Blake Ellefson (Eide Bailly)

- Chair Doug Peters called the meeting to order.
- Doug started out with celebratory message about the convention center project being approved and moving to the next stage.
- A motion was made (Clare), seconded (Kimberly), and passed approving the March Minutes.
- Rachel gave financial updates for May financials. Notes: our numbers are up YOY for lodging tax and across all departments we have underspent against budget. Some due to timing, staff vacancies, hold on convention and meeting sales outward bound activities (awaiting CC decision) and movement of events happening. Shirley explained that we are monitoring our lodging tax by the quarter and are reallocating funds based upon all of the overages and/or moving pieces. We have also had interest revenue from CDs that have matured. Overall, the financial health of the organization is good. Finally, Shirley shared that we have officially started using Pro Resources as our HR partner. We are in the onboarding process now.
- Blake Ellefson from Eide Bailly walked through our 2025 audit that was sent to the Board for review. No red flags currently per the audit process.
- Shirley gave an update on the Convention Center process and that conversations will quickly begin on negotiations with Kilbourne, as well as operations. She will keep the Board updated as we go along.
- Board Vacancy Discussion – Shirley led the discussion around the vacancy on the Board due to Kember leaving the City of Fargo. After discussion, the Board asked her to work with Michael Redlinger at the City to see if Kember can stay on in a "bridge" capacity until her role is filled, as the Board seat is in her role's job description. Shirley will report back asap.
- Second Board seat opening – Shirley updated the Board that Terrance Johnson has left Brewhalla and while he is looking for another GM role and would like to stay on, the Board agreed to ask Kira Odenbacher to rejoin the Board to finish out Terrance's term. Shirley will notify Kira.
- Shirley and Rachel presented the proposed Capital Grant scorecard to the Board for review. Discussion was had on how they want certain pieces tweaked for weighting, but then Chair Doug asked that we then used the revised scorecard for next month's review of Capital Grant requests as a test, to then

finalize after seeing how it worked, incase further changes were requested/needed. Shirley will revise and have ready for the July Board meeting.

- Kimberly and Emily lead a discussion around the process that was just undertaken to choose a partner for the development of our 2027-2029 Strategic Plan. They shared details on each but also explained that the project was awarded to aboutDCI an industry leader in DMO strategic planning and marketing services, after a unanimous decision from the committee which was the two of them, Shirley, Danni and Rachel from the staff. The process will commence right away in July.
- Shirley gave quick reminders of Banana Ball this weekend and USA Wrestling happening in the upcoming weeks.
- Kember made a motion to adjourn the meeting. Clare second.

The next Board Meeting is scheduled for 7:30 am on Wednesday, July 29, 2026 at the Visit Fargo-Moorhead Board Room There will be a Teams Link, as well.