



Board of Trustees Retreat

Tuesday, March 10, 2020 – 8 a.m. - 5 p.m.
Governor's Room Silver Star

Board of Trustees

Rex Seeley – Vice-Chair
Lee Shubert – Chair
John Grant

Ryan Stavnes
Mark Roylance
Micky Zurcher, Executive Director

Agenda

- 8:00-8:30 Monthly Board Matters
- a. Welcome & Introductions
 - b. Approve February Minutes
 - c. Approve January Financials
 - d. Old Business
 - e. New Business
- 8:30-9:15 Annual Retreat Governance Matters
- a. Election of Officers
 - a. Chair
 - b. Vice-Chair
 - b. Assignment of Trustees to Committees
 - a. Executive = Chair and Vice Chair
 - b. Streetscape
 - c. Marketing/Promotion
 - d. Ad Hoc?
 - c. Review Trustee Code of Conduct
 - d. Complete Conflict of Interest Disclosures
 - e. Review Whistleblower Policy
 - f. Review Bylaws
 - a. Add dissolution clause
 - g. Review Governance Calendar
 - h. Review Operations Policies & Procedures
 - a. Employee Handbook
- 9:15-9:30 Break
- 9:30-11:00 Brian Obert and Andrea Opitz
- a. Program ideas/brainstorming
- 11:00-11:30 Review FY 2021 Budget
- 11:30-1:00 Lunch w/staff
- 1:00-2:00 Creation Formula and Boundary Expansion
- 2:00-2:15 Break
- 2:15-4:15 FY 2021 Work Plan Discussion
- a. FY 2020 accomplishments
 - b. FY 2021 objectives with financials
- 4:00-4:30 Break
- 4:30-5:00 Public Comment, News and Announcements, Adjourn

ADA Notice – Helena Business Improvement District is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. HBID will not exclude persons with disabilities from participation at its meetings or otherwise deny them HBID's services, programs, or activities.

Persons with disabilities requiring accommodations to participate in the HBID meetings, services, programs, or activities should contact the HBID office as soon as possible to allow sufficient time to arrange for the requested accommodation at the following: 406-447-1535 or info@helenabid.com.