

Annual Board Calendar

January – February	March – April	May – June
<p>Annual Board Retreat (Jan.)</p> <ul style="list-style-type: none"> - Financial P&L, balance sheet review/approval for public, private and Tourism Matters to MT - Annual and new board member orientation - Governance training - Organization strategic planning - Marketing training and education - Board member partner outreach - Marketing committee meeting(s) (Feb.) <ol style="list-style-type: none"> 1. Next budget year's marketing plan narrative and budget review and approval for Board approval at March meeting* 2. Travel guide final proof before goes to press <p>Staff</p> <ul style="list-style-type: none"> - TAC meeting * 	<p>March Board Meeting (2nd Tues. Mar.)</p> <ul style="list-style-type: none"> - Financial P&L, balance sheet review/approval for public, private and Tourism Matters to MT - Next year's marketing plan narrative and budget approval by full board * - CEO evaluation process begins (CEO + executive committee) ** - Nominations committee begins annual meeting election process ** <p>Staff</p> <ul style="list-style-type: none"> - Prepared and post marketing plan and budget to state online application system * - Governor's Conference on Tourism and Recreation * 	<p>Annual Board Meeting (2nd Tues. May)</p> <ul style="list-style-type: none"> - Financial P&L, balance sheet review/approval for public, private and Tourism Matters to MT - Re-election of board members whose terms have ended (one and three year terms) ** - Election of officers ((two year term) ** - Next year's private budget approval - Conflict of interest and commitment pledge review and sign by board ** - Review board governance documents (every 2 – 3 years) ** - Determine scope of annual independent audit/review + internal controls <p>Staff</p> <ul style="list-style-type: none"> - TAC meeting (next fiscal year's marketing plan and budget approved) * - Board chair and CEO sign public funding contract with MOTBD * - Staff evaluations
July – August	September – October	November - December
<p>Marketing Committee (Aug.)</p> <ul style="list-style-type: none"> - Marketing plan strategy meeting <p>Staff</p> <ul style="list-style-type: none"> - Begin completions reports for previous fiscal year - Start new fiscal year marketing plan and budget - Annual independent audit/review + internal controls 	<p>October Board Meeting (2nd Tues. Oct.)</p> <ul style="list-style-type: none"> - Financial P&L, balance sheet review/approval for public, private and Tourism Matters to MT - Review marketing committee's paid media strategy for year - Review previous year's marketing results - Nominations committee begins active recruitment/interview/recommendation for new board members at December meeting - Review/accept auditor's report approval by full board ** <p>Staff</p> <ul style="list-style-type: none"> - TAC meeting * - General partner meeting 	<p>December Board Meeting (2nd Tues. Dec.)</p> <ul style="list-style-type: none"> - Financial P&L, balance sheet review/approval for public, private and Tourism Matters to MT - 990 approval by full board ** - Travel guide cover selection - Election of new board members ** <p>Staff</p> <ul style="list-style-type: none"> - Previous fiscal year's marketing completion reports due (Dec.) *
<p>* Required for public budget approval by TAC ** Required by bylaws</p>		
<p>Glacier Country Tourism meets four times during the year at various locations throughout the region along with a yearly board retreat in January. All meetings are publicly posted and allow for public comment. The board retreat is strictly a board governance training and strategic planning. Board attendance at all events is required in accordance to the bylaws.</p>		