

**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, January 22, 2014, 7:30 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Kris Meek, Cindy Ozaki and Janet Trujillo (by phone), IFAD Legal Counsel Mark Fuller, IFAD Administrative Coordinator Jennie Weitzel and Architect Kevin DeKold.*  
*Excused: Robb Chiles.*

**I. Call to Order:**

Conducted by Chairman Ozaki, the meeting was called to order at 7:42am.

**II. Adoption of the Agenda:**

*Action:* Mr. Meek moved to adopt the Agenda.

*Action:* Ms. Gazdik seconded the motion.

*Result:* All members present voted in the affirmative.

**III. Approval of 1/8/14 Business Meeting Minutes:**

*Action:* Mr. Meek moved to approve the 1/8/14 Minutes.

*Action:* Ms. Gazdik seconded the motion.

*Result:* All present voted in the affirmative.

**IV. Approval of Payables:**

*Action:* Ms. Gazdik moved to approve the payables.

*Action:* Mr. Meek seconded the motion.

*Result:* All present voted in the affirmative.

*Discussion:* Previous Invoice from Horrocks was discussed. Mr. Fuller has gone through invoices to date and is in contact with Mr. Boyle. Mr. Fuller's recommendation is to approve and pay portions of both bills from September and October that reference Phase II which total \$1,005.50 and Phase III which total \$7,307.70. Mr. Fuller noted that those amounts are uncontested, appropriate under the original contract and Horrocks has provided appropriate documentation. IFAD is waiting for timecards and supporting documentation for remaining balance.

*Action:* Mr. Meek moved to pay bill as outlined by Mr. Fuller.

*Action:* Ms. Gazdik seconded the motion.

*Result:* All present voted in the affirmative.

**V. Reports and Updates:**

**A. Architectural Report:** Ms. Trujillo spoke with Mr. Hammond about the CMGC legislation and gave him a copy of what Mr. DeKold forwarded from existing/current practices in CO and UT. Ms. Trujillo does not believe the legislation language will change much, however, she believes

Mr. Hammond will try to clarify, in the bill, that there are multiple ways to do CM construction and an entity will have the ability to hire a CM, based on qualifications, from project inception through planning and into construction. Ms. Trujillo has not and may not see final draft until it goes to committee. She will try to find out which committee or who will present the legislation in Senate. She feels that the rules promulgated after the statute is in place are where the details will be clarified and designed. She is not sure if there will be an emergency clause. Therefore, the rules could take up to a year. Ms. Ozaki discussed Chamber Legislative Days in Boise.

*Action:* Ms. Gazdik moved to approve expenses associated with sending an IFAD representative to Boise for support of CMGC bill.

*Action:* Mr. Meek seconded the motion.

*Result:* All present voted in the affirmative.

**B. Financial Update:**

- 1.** Ms. Gazdik distributed an updated report. She clarified that the previous report indicated IFAD had a 4% increase over last year and, after receiving the updated report, actually shows an increase of 13.35% in gross tax receipts. The amounts represent good growth in the area lodging industry. Ms. Ozaki presented the LGIP December statement and noted it does not show last week's transfer. Ms. Ozaki will continue to transfer tax revenue over FDIC limit monthly from checking account.
- 2.** Rudd and Co. continuing with audit. They requested all minutes from December 2012 to current. Ms. Ozaki will direct Mr. Fuller or Ms. Weitzel to send minutes when it is determined whether or not they need official copies.
- 3.** Super 8 remitted November Tax Revenue late and has not yet sent late payment penalties or interest for June or November. Mr. Fuller sent a 10-day demand letter and will follow up as the ten days has elapsed.
- 4.** Ms. Gazdik discussed sales tax audits by Galusha, Higgins, Galusha (GHG). GHG has completed 5-6 hotel audits. Some discrepancies have been noted, primarily hotels charging and remitting unnecessary taxes. An example being conference room rentals. GHG is providing feedback to hotels for how to appropriately remit tax. Mr. Fuller advises that IFAD is responsible only for returning unnecessary tax revenue to hotel.

A few hotels operate outside the state and record retention has become an issue. GHG may subcontract with a member CPA company in Twin Falls, ID and Portland, OR to collect documents.

After a discussion with a local hotel owner, Ms. Ozaki reported the owner feels the hotel tax has negatively affected his sales because his clientele is more local. Ms. Ozaki suggested that IFAD has discussed working with hoteliers for referral recommendations. The hotelier mentioned a Lodging Association that may or may not still be in existence.

**C. Sunnyside Road Update:** No update given.

**D. Website Update:** Ms. Weitzel to resend website documents via Google Drive for board members to review and revise.

- E. Administrative Reports and Updates:** Ms. Weitzel will take computer to Best Buy to address software/virus issues.
- F. Other Reports:** Ms. Gazdik reported that Wells Fargo loan officers mentioned interest in assisting with financing project. Ms. Trujillo suggested IFAD also talk with InBev (Anheuser-Busch/Grupo Modelo) local representation. Ms. Gazdik suggested that IFAD, with Mr. Bruder of Centennial, discuss how to price naming rights, booths and suites and prepare a power point presentation to begin soliciting donations for Event Center.

**VI. Calendar and Announcements.**

- A. Upcoming IFAD Meetings/Events:** The next IFAD BOD meeting is Feb. 12, 2014. GHG is having an open house on Fri. Jan. 24<sup>th</sup>, 3-6pm. All are invited. Mr. Meek will be out of town Jan. 26<sup>th</sup> - Feb 4<sup>th</sup>.
- B. Announcements and Questions:** None offered.

**VII. Public Comment:** Time was made available for public comment. None given.

**VIII. Adjournment:**

*Action:* Mr. Meek moved to adjourn the meeting.

*Action:* Ms. Gazdik seconded the motion.

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 8:32 am.