



**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, 10 May 2017, 7:00 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Mike Lehto, Mick Ohman, and Allan Woolley., Executive Director Cindy Ozaki, Administrative Coordinator Jennie Weitzel, Mike Clements, Blake Davis, Kevin Greene, Kevin Bruder (by phone), John LuBuono, and Robert Nitschke. Excused: IFAD Legal Counsel Mark Fuller.*

**I. Call to Order**

Conducted by Acting Chairman Woolley, the meeting was called to order at 7:01 a.m.

**II. Adoption of the Consent Agenda.**

*Action:* Motion made and seconded to adoption the Consent Agenda.

*Result:* All present voted in the affirmative.

**III. Old Business:**

**A. Pathway's Proposal:** Executive Director Ozaki updated the board and noted that Pathway Associates had provided her with a different proposal and fee schedule to move from a capitol campaign to a major gifts campaign. Ms. Ozaki suggested a committee, comprised of Terri Gazdik, Mick Ohman, and herself, be authorized to finalize Pathway's most recent proposal prior to the next meeting. Ms. Ozaki and Kevin Bruder checked Pathway references and said that they had completed two (2) capital campaigns in Boise and 38 total campaigns. Acting Chairman Woolley inquired if the Pathways decision should be addressed by the incoming board. Ms. Gazdik said the new board may take up to a year to get up to speed on the project which would delay the findings, fundraising efforts, and therefore the project. Ms. Gazdik clarified the District has had the same direction for six (6) years and showed concern that a new board would use District funds for something other than the original board intended. She also reiterated that the proposal is not for Pathway Associates to conduct a campaign, rather the initial proposal is for whether or not the community could support a campaign.

Community education campaign to inform the public of the District's direction was discussed.

*Action:* Motion made and seconded for Executive Director Ozaki and designated committee members to work with Pathways to finalize contract.

*Result:* All present voted in the affirmative.

**B. STR:** Short Term Rental discussion. Ms. Ozaki referenced a May 3, 2017 Post Register article by Betsy Russell which shows the amount of revenues from STRs and notes that the Pocatello-Chubbuck and Idaho Falls Auditorium District Taxes are, specifically, not being collected. She plans to work with legislature to include all Auditorium Districts. She informed the board that she is working on an article and will begin sending letters locally to help make individuals aware of the tax. Ms. Ozaki noted that she is working with the local STR Association to help distribute registration forms.

#### **IV. Reports and Updates**

**A. Building Committee Update:** Ms. Ozaki distributed copies of an updated cost breakdown. Mike Clements, Bateman-Hall, noted that Mark from Hogan Construction updated the construction cost sheet which shows a 4% escalation. Mr. Clements reminded the board there are a few optional items which are not shown on the sheet. Blake Davis spoke to anticipated owners fees and architectural contract costs. He asked that the board look over those owners' fees, double check, and forward any revisions. Mr. Woolley asked about the cost increase and from where it stems. Mr. Clements noted he hasn't seen much in margin increases but there were increases in labor, some electrical and mechanical costs, and materials cost. Mr. Davis noted that as sub-contractors get busy, margins increase as well.

Ms. Ozaki met with Idaho Falls Power and noted that IF Power would be able to roll-up the \$80,000 in up-front service fees into the negotiated rates. IF Power feels that the negotiated rates will be lower than what the CHP generator can provide and what Centennial Management has proposed in their pro forma report.

**B. Executive Director Report:** Executive Director Ozaki reminded the board that the Chamber is moving, beginning March 15, and to be completed by June 15, while still maintaining their status of being the tenant's lease holder until completion of their lease on September 30, 2017. This move will affect IFAD because the Chamber currently holds IFAD's lease agreement. The Chamber plans to take the copier, internet, refrigerator, microwave, and water cooler. None of the current tenants are interested or able to take over the Chamber's lease agreement with current property management. A discussion last Friday with current tenants, landlords, and property managers made it clear that all current tenants, if they are interested in remaining, must move to the South side of the building as it will be necessary for the future Business Development Center to undergo major renovations to provide for more and separate office spaces. Ms. Ozaki will be viewing properties and researching other options.

Ms. Ozaki sent a flowering basket to the Fuller family for Mr. Fuller's recent loss of his father.

**C. Administrative Report:** No report given.

**V. Calendar and Announcements.**

**A. Upcoming IFAD Meetings/Events:** The next IFAD meeting will be held on May 24, 2017. IFAD board seat elections are May 16, 2017.

**B. Announcements and Questions:** Ms. Gazdik discussed the future structure of the board and recommended that Ms. Ozaki should, because of her history and experience in association with this project, be considered an ex officio member and serve on all future sub committees to maintain consistency in the mission of this board. Ms. Ozaki noted that Mr. Fuller recommended the board make a motion to the effect.

*Action:* Motion made and seconded for Ms. Ozaki to be named an ex officio member on all current and future sub committees.

*Result:* All present voted in the affirmative.

**VI. Public Comment:** Time was given for public comment. None offered.

**VII. Adjournment:**

*Action:* Motion made and seconded to adjourn the meeting.

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 8:28 a.m.