



**Board of Directors – Regular Business Meeting
425 N. Capital Ave., Idaho Falls, ID 83402
Wednesday, November 16, 2016, 7:00 a.m.**

Minutes:

In Attendance: Board Members Terri Gazdik, Mike Lehto, Mick Ohman, Cindy Ozaki, and Allan Woolley. IFAD Legal Counsel Mark Fuller, Administrative Coordinator Jennie Weitzel, Kevin DeKold, Blake Davis, and Mike Clements.

I. Call to Order

Conducted by Vice Chairman Woolley, the meeting was called to order at 7:11 a.m.

II. Adoption of the Consent Agenda.

Action: Motion made to approve the Consent Agenda.

Discussion: Mr. Ohman would like to add a discussion regarding bond support to the agenda.

Result: All present voted to include the bond support discussion.

Discussion: CRSA invoice and contract was discussed. Contract negotiation is still ongoing.

Result: Motion made to approve the Consent Agenda, including \$12,906.98 payable amount to CRSA.

III. Old Business: Ms. Weitzel informed the board that the conference phone has increased slightly in price and the District will incur set up and monthly fees to host the line.

Action: Motion made to incur the one time set up fee and monthly fees in relation to the new conference phone.

Result: All present voted in the affirmative.

Mr. Ohman noted that he received a call from Stifel Nicolaus and they indicated interest in contributing support to the event center in regards to bonding and capital financing. Chairman Ozaki suggested Board representatives entertain all funding opportunities and noted the District is willing to accept any contributions, including naming rights. Chairman Ozaki reminded the board that the District is under contract with Laura Lewis for similar services offered by Stifel Nicolaus.

Chairman Ozaki spoke to 2017 events and Airbnb. She suggested Mr. Fuller draft letter from the District educating the city and the community on paying applicable District taxes, required by state statute. Chairman Ozaki is in contact with Legislators. She and Ms. Weitzel will research Bend, Oregon's established procedures.

IV. Reports and Updates

- A. Building Committee Update:** Mr. Lehto noted the committee has been placed on hold until further notice. Mr. Woolley spoke to the updated cost estimate spreadsheet including finalized numbers from Bateman-Hall Hogan. Discussion ensued on Event Center Drive road and bridge work to be completed during the canal off season (between November and April) by Snake River Landing. The number one issue identified was bridging the funding delta. The Board feels it is extremely important to hire a fundraising person and looked for input on position description, performance criteria, and hiring process. Ms. Gazdik and Mr. Ohman will work together to determine the above requirements.
- B. CRSA Contract Negotiation Update:** The Committee is still working through contract negotiations.
- C. Task List Report and Committee Assignments:** No new items to add to the task list. Ms. Gazdik and Mr. Ohman will team on the Executive Director/Fundraising Officer Search Committee.
- D. Executive Director Search Committee Report:** Ms. Gazdik asked for position description, performance criteria, and candidate suggestions be sent to her.
- E. Administrative Report:** Ms. Weitzel noted that the District has received its first Airbnb registration and suggested the board discuss allowing for quarterly submittals from clients who remit less than \$100/month and establish policy. Ms. Weitzel also spoke to the annual IFAD Holiday Dinner and noted she would forward available dates.
- V. 2017 Budget Review and Adoption.** Ms. Gazdik provided an explanation of the proposed 2017 Budget and discussion of amendments occurred.
Action: Motion made to accept the 2017 Budget as amended, to include audit cost.
Result: All present voted in the affirmative.
- VI. Calendar and Announcements.**
- A. Upcoming IFAD Meetings/Events:** The next IFAD meeting will be held on December 14, 2016.
- B. Announcements and Questions:** Ms. Gazdik distributed and discussion occurred regarding the September 2016 Financial Report.
- VII. Public Comment:** Time offered for public comment. None given.
- VIII. Executive Session: entered at 8:54, adjourned at 9:25 a.m.**
- IX. Adjournment:**
Action: Motion made to adjourn the meeting.
Result: The vote was unanimous in the affirmative. Meeting was adjourned at 9:27 a.m.