

# Idaho Falls Auditorium District

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Board of Directors — Business Meeting  
Shared Conference Room, 901 Pier View Drive, Idaho Falls, ID 83402  
15 August 2012  
7:30 a.m.

## Minutes

**In Attendance:** Board Members: Robb Chiles, Bob Everhart and Cindy Ozaki. Board Members Kris Meek and Jeff Sayer were excused. Also present were: IFAD Legal Counsel Dan Beck; Board Consultant Rebecca Casper; CRSA Representative Kevin DeKold; and Terri Gazdik. Eric Isom also attended part of the meeting.

### I. Call to Order.

Conducted by Chairman Ozaki, the meeting was called to order at 7:38 a.m.

### II. Adoption of the Agenda.

*Action:* Mr. Everhart moved to amend the agenda to omit item VI. Open Meetings/Open Records Training and then adopt the revised agenda.

*Action:* Mr. Chiles seconded the motion.

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

### III. Approval of Minutes from Previous Meeting.

Board members requested additional revisions to the August 1<sup>st</sup> minutes. Ms. Ozaki therefore determined to approve the minutes at the next regular IFAD Business Meeting.

### IV. Approval of IFAD Payables.

**A. Omnia Strategies:** \$4,450.60 (April-May billing).

**B. Fuller and Beck:** \$2,694.75 (July billing).

**C. CRSA:** \$95,666.80 (June-July billing).

**D. SRL Development:** \$50.00 (SRL Boardroom rental fee).

**E. ICRIMP:** \$600.00 (Director Bonding).

*Action:* Mr. Chiles moved to pay invoices and obligations in the amounts listed above.

*Action:* Mr. Everhart seconded the motion.

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

### V. Reports and Updates.

#### A. Architect's Report.

1. Ongoing work on coordinating dates for the next Building Committee meeting.
2. Ongoing work on canal issues—which requires coordination with New Sweden Irrigation District.
3. Examining the need for a Traffic Study, as suggested by the city, to better inform decisions about traffic management on Pioneer Rd. Currently preparing a proposal for his study—costs, parameters, etc.
4. Also looking at the local participation clause in the CRSA contract with the IFAD. With respect to mechanical engineering the contracted firm, VBFA,

has contacted Bonneville County firms about a possible collaboration. One of the two local firms responded and was not interested in collaborating. However, this gave rise to conversations about commissioning work instead. In the instant case the work would be with an independent third-party testing organization. This falls in the expense category of an "additional service." In this case the contract for services would be between the commissioned company and the IFAD. All of the Architect are supportive of commissioning and feel the \$40-50K cost would more than pay for itself during construction. Mr. Everhart and Ms. Ozaki were somewhat skeptical of the need for this kind of a service and wondered about the accountability/responsibility of the ordinal contractor. Mr. DeKold suggested a meeting to educate the entire board. Possible times for such a meeting were discussed.

- B. Accounting Report.** Ms. Ozaki shared a preliminary report of District revenues (tax collection) with the board members. All indications are that the amounts collected are at or above the levels expected. One hotel was delinquent with tax payments for the month of July. Mr. Chiles reported that 2011 hotel receipts for Bonneville County were up by 4%. Mr. Chiles additionally reported having an informal conversation with Galusha & Galusha representatives (IFAD accountants). They told Mr. Chiles they are anxious to meet in person with board members to refine their understanding of IFAD accounting needs—especially the kinds of reports that the Board may desire. As these reports are generated, budget reports will be available on request.
- C. Update on Logo Options.** Ms. Casper shared the revised designs from the designer. Approximately 10 new design variations were prepared for consideration. Board Members review options and expressed preferences. Board members were asked to review the designs on their own and to email their feedback to Ms. Casper in the next week. Ms. Casper would then relay the feedback and favored options to the designer. Mr. Isom weighed in on visually tying in the IFAD logo design with the SRL logo—specifically with respect to the use of the river/"swoosh." His concern was that it might fuel public confusion about ownership of the project. He urged the board to go a design on the simple side.
- D. Website Update.** The website design has been on hold while a logo has been developed. Web Impact has been notified of this.
- E. Operator Update.** The next meeting between Ms. Ozaki, Mr. Everhart and Mr. Fuller and operator representatives has been set for August 24<sup>th</sup> and will be held in the Mr. Fuller's office.

## **VI. Discussion: Land, Construction and Finance.**

Ms. Ozaki informed board members that meetings to delve into this have been scheduled for the week of August 20-24. Board members also discussed city of Idaho Falls interest in the 2<sup>nd</sup> sheet of ice. The city's current plan is to build a second sheet of ice—probably at Tautphaus Park, as soon possible. If there is room for collaboration between the city and the IFAD it would certainly result in costs savings. Mr. Everhart reported that the city was interested in further discussion and possible development of this idea. Board members determined to look into this further. Mr. Chiles agreed to speak with the city representatives and see if there would be value in speaking with city representatives about this. Mr. DeKold raised the issue of mechanical considerations involved with determining where to locate a second ice sheet.

## **VII. Calendar and Announcements.**

- A. Upcoming IFAD Meetings.** Board members reviewed the calendar for August and September and discussed meeting start times.
- B. Other Announcements.** Mr Chiles invited board members to be his guest at the August 22<sup>nd</sup> Rotary meeting where Mr. Everhart was schedule to provide an

update on the progress of the IFAD.

**VIII. Public Comment.**

Ms. Gazdik made inquiries about the IFAD budgeting procedures. Board members responded by explaining IFAD budgeting practices both for IFAD Management and for Construction. Mr. DeKold also explained the difference between the construction budget and the project budget. The construction budget is spent on the actual building and is the Architect's primary concern, while the project budget includes soft costs such as FF&E and is not managed by the Architects, but rather by a project manager. Board members also responded to Ms. Gazdik's questions about the multiple uses of the facility and referred her to the 2010 feasibility study.

**IX. Adjournment.**

The meeting was adjourned by the chair at 9:4x a.m. without a formal vote.

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