



**Board of Directors – Business Meeting
Business Development Center, 420 Memorial Drive
Idaho Falls, ID 83402
13 March 2013**

Minutes:

In Attendance: Board Members Bob Everhart, Terri Gazdik, and Cindy Ozaki. Also present were IFAD Legal Counsel Mark Fuller, and IFAD Consultant Rebecca Casper. Also present was Jenny Weitzel. Excused were Board Members Robb Chiles and Kris Meek.

I. Call to Order.

Conducted by Chairman Ozaki, the meeting was called to order at 7:37 a.m.

II. Adoption of the Agenda.

Action: Ms. Gazdik moved to approve the agenda.

Action: Mr. Everhart seconded the motion.

Result: All members present voted in the affirmative.

III. Approval of Minutes from Previous Meeting.

Action: Mr. Everhart moved to approve the minutes from the 02/27 Business Meeting.

Action: Ms. Gazdik seconded the motion.

Result: All members present voted in the affirmative.

IV. Approval of IFAD Payables.

A. \$3630.48 to Fuller and Beck for February billing

B. \$521 to Galusha, Higgins and Galusha for February billing

Action: Mr. Everhart moved to pay IFAD obligations in the amounts listed above.

Action: Ms. Gazdik seconded the motion.

Result: All members present voted in the affirmative.

V. Reports and Updates.

A. Architectural Report. Mr. DeKold, though not present, had sent word that he had no new Architectural information to present. Mr. Everhart inquired as to the status of the outside consultant hired by CMG to obtain independent estimates of construction costs and methodologies. Ms. Ozaki indicated that she hoped to receive preliminary feedback by March 20th and if relevant would be able to report back to the Board at the next meeting.

B. Audit/Budget Committee Report. Ms. Gazdik indicated that she had no

new information to share. Mr. Fuller reported to the Board that he had sent the Board's annual audit results to the State legislative Services committee as required by statute. He will share any feedback he receives as it comes in.

C. Administrative Reports and Updates.

- 1. Administrative Personnel.** Mr. Everhart reported that he and Mr. Chiles had reviewed 50 applications and conducted four interviews. They invited a candidate for the position, Ms. Jenny Weitzel, to attend today's meeting. Ms. Weitzel took the opportunity to introduce herself to the Board and answer a few board member questions. No further action was taken with respect to making a final job offer at this time.
- 2. Legislative Update.** Mr. Fuller reported that he had not heard anything from either of our local Senators. Given that the legislative session is in a wind-down phase, it appears highly unlikely that any action can be taken this year. Members briefly discussed the path forward for the 2014 session.
- 3. Website Development.** Ms. Casper asked Board members for input with respect to the placement of archival information on the site—previous years' minutes and agenda, etc. She also inquired about phone contact protocol. This prompted a brief discussion about the Board's need for a dedicated phone line in their office.
- 4. Elections Update.** Mr. Fuller reported that the District does not have an independent responsibility to advertise open or available seats. The County actually takes care of that responsibility and indeed did run an advertisement in the Post Register last week. The two seats open for the IFAD Board are for two and six years respectively. The candidate filing deadline is March 22nd.

D. Other Reports. Ms. Ozaki shared information about an organization called PRIMA—an risk management agency that is conducting a May 1st training session in Pocatello for risk managers designed to educate those manage the insurance aspects of a public agency. Ms. Ozaki will share this workshop information with Board Members via email so they can determine whether or not IFAD Board members can or should attend.

VI. Discussion of Construction and Financing Options.

Ms. Ozaki reported on the annexation hearing. The P&Z Board approved a C-1 designation for the property. The platting application approval will move forward in April. Mr. Fuller indicated that he had a conversation with Mr. Boyle of Horrocks Engineering about a GEO marker that is in the path of the proposed road. It will be expensive and difficult to move and may indeed be less expensive simply to alter the design slightly to accommodate it.

Ms. Ozaki also reported working on grants and she indicated that she needed the letter from Mr. Brems before she could proceed.

As a side note, Ms. Casper reported that no new information on the EB5 Designation was yet available.

Ms. Gazdik and Mr. Everhart each reported speaking casually with members of the local banking community about the possibility of involving the local banking community in the creation of the overall financing package for the Center.

VII. Calendar and Announcements.

A. Upcoming IFAD Meetings/Events.

March 27 Regularly Scheduled Business Meeting—the board agreed to an 8:00 a.m. start.

April 10 Regularly Scheduled Business Meeting at 7:30 a.m.

April 24 Regularly Scheduled Business Meeting at 7:30 a.m. (This meeting may be shifted, but no decision has yet been made).

B. Announcements and Minor Questions. None were posed.

VIII. Public Comment.

Meeting time was made available for public commentary. None was offered.

IX. Adjournment.

Action: Mr. Everhart moved to adjourn.

Action: Ms. Gazdik seconded the motion.

Result: The vote was unanimous in the affirmative. The meeting was adjourned at 8:29 a.m.