



**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, March 9, 2016, 7:00 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Mike Lehto, Ryan Meikle, Cindy Ozaki, and Allan Woolley (arrived at Item VII). IFAD Legal Counsel Mark Fuller, Executive Director Dave Lane, Administrative Coordinator Jennie Weitzel, Kevin DeKold, and Dana Briggs (arrived at VIII).*

**I. Call to Order:**

Conducted by Chairman Ozaki, the meeting was called to order at 7:05 am.

**II. Adoption of the Agenda:**

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

*Action:* Ms. Gazdik seconded the motion.

*Result:* All present voted in the affirmative.

**III. Approval of 2/24/16 Business Meeting Minutes:**

*Action:* Ms. Gazdik moved to approve the 2/24/16 Minutes as presented.

*Action:* Mr. Lehto seconded the motion.

*Result:* All present voted in the affirmative.

**IV. Approval of IFAD Payables:**

*Action:* Mr. Meikle moved to approve the payables.

*Action:* Mr. Lehto seconded the motion.

*Result:* All present voted in the affirmative.

**V. Reports and Updates:**

**A. Financial Report:** Ms. Gazdik distributed financial documents for January and noted the District is two months into its fiscal year. She reported that the District's total cash and receivables is at \$5.5 million with total assets at \$5.6 million. Ms. Gazdik noted there is a Year to Date (YTD) decrease over last year on the top line revenues as receipts are down seven percent and, compared to budget, the month of January is down \$12,000. The budget amounts are based on a five percent increase over the previous year. Mr. Lane noted that income may be off due to unsubmitted revenue from a few hotels.

**B. Executive Director Report:** Mr. Lane forwarded his report prior to the meeting. He read through the report for board members who did not have a chance to review and added that the two meetings he attended yesterday did not have any significant information to report. Board members accepted the report as presented. Clarification on studies ensued. An economic projection study including area lodging revenue once the event center is built will be refined



based on results of a conference call with Mark Fuller and Laura Lewis. Mr. Lane will develop a Frequently Asked Questions (FAQ) sheet and asked board members to forward any and all questions that are often asked of them.

**C. Administrative Report:** Ms. Weitzel noted that Shilo Inn is outstanding for December 2015 and January 2016. No responses to emails and Mr. Fuller is drafting a demand letter. Additionally, Sleep Inn and ShadyRest Campground are outstanding for January 2016.

Ms. Weitzel reminded board members that the Mayors' Business Day will be April 19<sup>th</sup> and that last year IFAD participated as a vendor. The board agreed this was a beneficial outreach and opted to participate again this year as a vendor. In addition, Ms. Weitzel asked for approval to resupply the promotional items. The board agreed and noted the items were already approved last year, within the budget, and did not need a motion to reapprove.

**D. Other Reports:** none given.

**VI. Calendar and Announcements.**

**A. Upcoming IFAD Meetings/Events:** The next IFAD meeting is scheduled for March 23, 2016. Due to board member availability, the March 23<sup>rd</sup> meeting may be rescheduled to March 30<sup>th</sup> to accommodate presenter schedules.

**B. Announcements and Questions:** none given.

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

**VIII. Work Session:** Chairman Ozaki thanked Mr. DeKold of CRSA for attending. Mr. DeKold began by introducing himself and briefly discussing his partners and team members. He then went through the schematic design project in detail and answered questions as addressed.

*Action:* Mr. Meikle moved to authorize CRSA update the cost estimate, with and without the banquet facility, at a cost not to exceed \$2,500.

*Action:* Mr. Lehto seconded the motion.

*Result:* All present voted in the affirmative.

**IX. Adjournment:**

*Action:* Mr. Lehto motioned to adjourn the meeting.

*Action:* Mr. Meikle seconded the motion.

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 9:11 am.