



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

Minutes:

In Attendance: Board Members Robb Chiles, Bob Everhart, and Cindy Ozaki. Also present were IFAD Legal Counsel Mark Fuller, IFAD Administrative Coordinator Jennie Weitzel, IFAD Consultant Rebecca Casper, and CRSA Architect Kevin DeKold. Board Members Terri Gazdik and Kris Meek were excused. Kevin Green of CMG also attended the meeting.

I. Call to Order.

Conducted by Chairman Ozaki, the meeting was called to order at 8:03 a.m.

II. Adoption of the Agenda.

Action: Mr. Everhart moved to approve the agenda.

Action: Mr. Chiles 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 03/13 Business Meeting.

Action: Mr. Chiles seconded the motion.

Result: All members present voted in the affirmative.

IV. Approval of IFAD Payables.

None were presented.

V. Reports and Updates.

A. Audit & Budget Committee Report. None was given by Committee Chair Gazdik. The income for the month appeared to be below projections, but Ms. Ozaki had been holding back on entering actual income in order to be able to train Ms. Weitzel. The shortfall may not be as great once the actual income is entered.

B. Administrative Reports and Updates.

1. Administrative Personnel. Ms. Ozaki reported that Ms. Weitzel had been hired as the IFAD's new Administrative Assistant Coordinator. Ms. Ozaki had prepared the necessary employee paperwork for Ms Weitzel to sign and would soon establish a set working schedule. Mr. Chiles also presented preliminary information regarding installing an office telephone. They placed a conference call to Mr. Hammond to clarify the details. Once the cost and details were determined, a motion was made.

Action: Mr. Everhart moved to approve the agenda.

Action: Mr. Chiles seconded the motion.

Result: All members present voted in the affirmative.

2. **Website Development.** Ms. Casper reported that she and Ms. Weitzel were working with Web Impakt to obtain training and an email address and to take care of other details related to the construction of the website.
 3. **Elections Update.** Mr. Fuller reported that the District has three candidates for the seat being vacated by ... sending a letter
- C. Architectural Report.** Mr. DeKold reported that he had received a Design-Build-Lease RFQ for the PCAD. This project was actually something CRSA had worked on prior to becoming a part of the IFAD Event Center project. Before his firm moves forward with a response to the RFQ, Mr. DeKold wanted to know if the Board members had concerns or perceived a conflict of interest if CRSA submitted a bid. None was identified.

Mr. Fuller reported that he had not yet been able to to contact Mr. Boyle of Horrocks Engineering.

Ms. Ozaki reported that the outside consultant hired by CMG to obtain independent estimates of construction costs and methodologies was still in process. Ms. Ozaki receive preliminary feedback indicating that they would like to

D. Other Reports.

1. **PCAD.** Mr. Chiles reported that the Board of the PCAD would be interested in meeting together again. Board members opted to host a lunch meeting and they set a preliminary date of April 5th at 11:30 in the BDC Large Conference Room. Ms Weitzel and Ms Casper will take care of the food arrangements once the date is firm.
2. **Bonds.** Ms Ozaki also reported having received cancellation notices for the original bonds. These bonds are redundant as they are already covered in the I-CRIMP policy held by the board.
3. **Risk Assessment Training.** Ms. Ozaki asked if any members were interested in attending and registering for a training conference. She will send out the information via email.
4. **Legislative Issues.** Mr. Fuller reported hearing back from Senator Mortimer and

VI. Discussion of Construction and Financing Options.

Ms. Ozaki reported on a meeting she had with Jeff Sayer last week in Boise. She says they discussed several financing option and she is pursuing them. She will report if anything looks promising. Ms. Ozaki also sat down and met with George Boland to discuss the CM Multiple Prime methodology. He said that construction costs have already increased. She said that Mr. DeKold was not happy with this methodology.

VII. Calendar and Announcements.

A. Upcoming IFAD Meetings/Events.

April 2 Mayor's Business Day Luncheon 12:00-1:30. Board members will attend as they are able.

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

April 24 Regularly Scheduled Business Meeting at 7:30 a.m.

May 8 Regularly Scheduled Business Meeting at 7:30 a.m.

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: Mr. Chiles seconded the motion.

Result: The vote was unanimous in the affirmative. The meeting was adjourned at 9:23 a.m.