



**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, 12 April 2017, 7:00 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Mike Lehto (by phone), Mick Ohman, and Allan Woolley. IFAD Legal Counsel Mark Fuller, Executive Director Cindy Ozaki, Administrative Coordinator Jennie Weitzel, Mike Clements, Blake Davis, Kevin DeKold, Bob Nitschke, Kevin Greene, Mayor Casper, Doug Powell, Phyllis Hockett, and Dave Jones.*

**I. Call to Order**

Conducted by 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.

*Result:* All present voted in the affirmative.

**III. Fundraising Presentation by Pathways:** Ms. Gazdik welcomed the Pathway Associates LLC presenters Ms. Phyllis Hockett and Mr. Dave Jones. Introductions ensued. Pathway Associates presentation included project purpose and process, comparable examples, and a question/answer period. Pathway Associates LLC proposal is to conduct an internal and external analysis and provide to IFAD a Market Analysis, Phase One of a Capital Campaign.

**IV. Old Business:**

**A. Elections.** Mr. Fuller distributed a draft sample ballot obtained by the election office to board members and the executive director. He noted that IFAD seat #3 had a write-in candidate, Stephanie Hay and the time has expired for additional write-in candidates. Seat #1 has two declared candidates and Seats #2 and #4 each have one candidate and are running unopposed. Mr. Fuller explained that, according to state statute, if there is a contest with any seat then all seats must appear on the ballot, whether or not they have opposition.

**V. Reports and Updates**

**A. Building Committee Update:** Mr. Woolley asked Executive Director Ozaki to report. Ms. Ozaki updated the board on her meeting with IF Power where Highland West

presented on the CHP Generator. She noted that IF Power is waiting on more accurate use numbers from Centennial Management Company to determine the possibility to buy back excess power. Mr. Blake Davis, Hogan Construction, noted it was premature to say whether the CHP Generator would be feasible for the proposed event center. He also noted Highland West and IF Power are doing further research and should be able to provide projected numbers in a few weeks. Mr. Clements, Bateman-Hall, informed the board that construction (labor and material) costs have increased about 4% this year.

**B. Financial Report:** No report.

**C. Administrative Report:** Ms. Weitzel reported that IFAD's hotel remittance is current, minus one property which owes some late fees. Ms. Weitzel informed the Board that the Mayor's Business Day is April 18<sup>th</sup> and asked if anyone was interested in attending.

Executive Director Ozaki reported that the event center flooring has been removed from Post Register storage to an Industrial property on Capital Ave provided for no charge by Mr. Doug Powell. Ms. Ozaki also noted that the Greater IF Chamber of Commerce is moving locations by June 1, though their contract is through September, and will continue as property managers. Ms. Ozaki added she would research additional office space opportunities and provide information to the board at the next meeting.

## **VI. Calendar and Announcements.**

- A. **Upcoming IFAD Meetings/Events:** The next IFAD meeting will be held on April 26, 2017. Mayor's Business Day is April 18, 2017. STR Ordinance will be discussed at tomorrow's City Council meeting and Executive Director Ozaki will attend.
- B. **Announcements and Questions:** Ms. Gazdik asked if the board was ready to engage Pathway Associates, LLC. Mr. Fuller inquired about the second company considered for the fundraising position. Ms. Gazdik explained that the other company's cost for a market analysis was twice as much and they did not have the capability to do the fundraising. She further explained that the fundraising component is what made Pathways so desirable as IFAD does not have the manpower to administer a capital campaign. Chair Woolley inquired about a reference out of Las Vegas, who has worked with Ball Ventures, who may have a lot of the information for which Pathways is looking. Ms. Ozaki said she would forward the individual's contact information to Mr. Woolley. Discussion ensued. Mr. Fuller verified that Pathways is the only company that responded to an RFP with the qualifications that the board desired and hiring this type of professional services is outside the parameter of Idaho's public bid process statute.  
*Action:* A request was made to add the Fundraising decision to the next meeting



agenda.

*Result:* All present voted in the affirmative.

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

**VIII. Adjournment:**

*Action:* Motion made and seconded to adjourn the meeting.

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 8:17 a.m.