

**Board of Directors – Regular Business Meeting**  
**425 N. Capital Ave., Idaho Falls, ID 83402**  
**Wednesday, 12 October, 2016, 7:00 a.m.**

**Minutes:**

*In Attendance: Board Members Terri Gazdik, Mike Lehto (by phone), Cindy Ozaki, and Allan Woolley, IFAD Legal Counsel Mark Fuller, Administrative Coordinator Jennie Weitzel, Kevin DeKold, Kevin Greene, Eric Isom, J. Mick Ohman, and Mayor Rebecca Casper.*

**I. Call to Order:** Conducted by Chairman Ozaki, the meeting was called to order at 7:05 a.m.

**II. Adoption of the Consent Agenda:**

Action: Motion made and seconded to adopt the Consent Agenda.

Result: All present voted in the affirmative.

Discussion: CRSA invoice discussion included explanation of payments noting a few line items need follow up and additional information. Chairman Ozaki will provide the specifics to Mr. DeKold.

**III. Introduction of Proposed Board Member:** Chairman Ozaki welcomed and introduced Mr. John ‘Mick’ Ohman to those present. He took a moment to say a little about himself and expressed his ongoing interest in the project. Mr. Fuller requested that the vote for a board member to replace Ryan Meikle be placed on the next Agenda.

**IV. Reports and Updates:**

**A. Financial Report:** Ms. Gazdik presented August financial report to the board. She reported an increase in cash reserves and receivables, noting hotel receipts are up 14% over August 2015.

**B. CRSA Contract Negotiations:** Chairman Ozaki reported that she, Mr. Fuller, and Ms. Gazdik are still reviewing the contract and working with CRSA’s attorney. They will meet later in the day to continue negotiations.

**C. Building Committee Report:** Chairman Ozaki noted the Design Review Meeting on October 18th at 2:00 p.m.

**D. Emergency Shelter Report:** Chairman Ozaki reported that she met with City representation and the Red Cross regarding funding possibilities if the Event Center building could be used as an Emergency Shelter. She noted there may also be funds available through Public Health to use the Event Center Building for Medical Shelter.

**E. Administrative Report:** Ms. Weitzel reported that Shilo Inn was up to date, minus some late fees. Pinecrest Inn is submitting payments towards their outstanding balance. Shadyrest Campground was brought current with new owners and will remit tax payment at the end of their season.



IDAHO FALLS  
SUPPLY CENTER DISTRICT

Ms. Weitzel informed the board that IdeaCom provided a quote for a conference phone which was very high. She was able to research and find comparable phone(s) with additional microphones for a third of the Idea Com quote.

*Action:* Motion made and seconded to purchase conference phone from Amazon.

*Action:* All present voted in the affirmative.

Ms. Weitzel reported on Design Review meeting RSVP's and briefly mentioned Holiday Dinner dates. Chairman Ozaki requested a credit card be provide to the Administrative Coordinator for office supplies.

*Action:* Motion made and seconded to add a credit card to IFAD's existing account for the Administrative Coordinator.

*Action:* All present voted in the affirmative.

**V. Task List Discussion:** Chairman Ozaki distributed a DRAFT Task List to board members. She noted it was a preliminary list with tentative dates. She discussed committee options. Ms. Gazdik will chair the Executive Director Search Committee. Ms. Weitzel will forward the Executive Director job description to board members. Board members are to forward any revisions to Ms. Gazdik and an update will be on the following meeting agenda.

**VI. Calendar and Announcements.**

Upcoming IFAD Meetings/Events: The next board meeting is October 26th at 7 a.m. A Design Review Meeting will be held Tuesday, October 18<sup>th</sup> beginning at 2 p.m. A reminder that November and December will only have one meeting, 11/16/16 & 12/14/16. Ms. Gazdik made a note for Ms. Weitzel to correct the Fiscal Year End on the calendar.

Announcements and Questions: None given.

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

**VIII. Adjournment:**

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

*Result:* The vote was unanimous in the affirmative. Meeting was adjourned at 7:39 a.m.