

## GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, July 15, 2020

8:00 AM

via ZOOM

**Committee Members:** Forrest Ehlinger, Len Watkins, Dianne Meinhardt, Errol Rice, Nate Weisenburger, Rebecca Engum, Ted Lewis

**Staff:** Brett Doney, Jolene Schalper, Teresa Schreiner, Jill Kohles, Nathan Reiff, Lillian Sunwall, Soren Chargois, Jana Williams, Tyler Menzales

**Guests:** Eric Heinbauch, Roberta Berkhoff

*Times are approximate and items may be taken out of order. Any Director with a potential conflict of interest on the agenda should state the conflict at the start of the meeting.*

- 8:00 1. Consent Agenda – Len Watkins
1. Accept excused absences: Joe Briggs, Mark Macek, Tim Peterson, Ron Nelson. **ACTION TAKEN: Motion to accept excused absences. Motion: Forest Ehlinger, Second: Dianne Meinhardt. Motion carries.**
  2. Approve/disapprove minutes of the 6/17/20 Executive Committee meeting and 6/22/20 email vote. **ACTION TAKEN: Motion to approve minutes of the 6/17/20 Executive Committee meeting minutes and the 6/22/2020 email vote. Motion: Forrest Ehlinger, Second: Dianne Meinhardt. Motion carries.**
- 8:05 2. Financial – Mark Macek & Jana Williams  
Review June Financial Report and closing our FY 2020. Take action as desired by Committee. No action.
- 8:15 3. Loan Portfolio – Rebecca Engum and Jill Kohles  
Review June Loan Portfolio Report.  
Discuss watch list loans. Take action as desired by Committee. No action.
- 8:20 4. Investment – Ted Lewis, Mark Cappis & Teresa Schreiner  
Discuss status of investment efforts. Approve/disapprove any investor pledge charge-off(s). No action.
- 8:25 5. Brownfield – Tim Peterson & Lillian Sunwall  
Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee. **ACTION TAKEN: Approve new brownfield assessment to \$14,000 fee increase to old Cascade County Jail Cleanup. Motion: Forrest Ehlinger, Second: Errol Rice. Motion carries.**  
Discuss status of awarded brownfield grants and take action as desired by Committee. No action.
- 8:30 6. Employee Policy Discussion with Roberta Berkhoff  
Discuss pros and cons of having an employee policy or manual.
- 8:50 7. Health Insurance – Brett Doney  
Discuss how we want to go about exploring new health insurance options for FY 2022.
- 8:55 8. Contract Approvals – Brett Doney  
Approve/disapprove authorizing President/CEO to execute contract(s):
  - Talent Attraction Marketing Agreement**ACTION TAKEN: Motion to approve authorizing President/CEO to executive contract for Talent Attraction Marketing Agreement. Motion: Dianne Meinhardt, Second: Errol Rice. Motion carries.**

- 9:00 9. Disclosure Policy – Brett Doney  
Discuss whether we want to develop a disclosure policy for things like loans. Take action as desired by Committee. No action.
- 9:10 10. EDA Economic Adjustment Grant Application – Brett Doney  
Discuss revisions to proposed scope of work. Take action as desired by Committee. No action.
- 9:20 11. Annual Meeting – Brett Doney  
Determine date and details of annual meeting.
- 9:25 12. CEO Report – Brett Doney
- 9:30 13. Public Comment – Len Watkins  
Opportunity for public comment.