GFDA EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, February 17, 2021 8:00 AM   via ZOOM

Executive Committee Members: Commissioner Joe Briggs, Len Watkins, Nate Weisenburger, Mark Cappis, Ted Lewis, Rebecca Engum, Forrest Ehlinger.

Staff Present: Brett Doney, Lillian Sunwall, Tyler Menzales, Teresa Schreiner, Jolene Schalper, Nathan Reiff, Jill Kohles

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: Ron Nelson, Errol Rice, Heidi Hockett, Mark Macek, Dianne Meinhardt. ACTION TAKEN: Motion to accept excused absences. Motion accepted. Seconded. Motion carries.
   2. Approve/disapprove minutes of the 1/20/21 Executive Committee meeting. ACTION TAKEN: Motion to accept excused absences. Seconded. Motion carries.

8:05 2. Financial – Mark Macek & Jana Williams

8:15 3. Loan Portfolio – Rebecca Engum and Jill Kohles
   Review January Loan Portfolio Report.

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 – Eric Hinebauch & Lillian Sunwall
   Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee. ACTION TAKEN: Motion to approve new brownfield assessment for the Women’s Shelter as recommended by Brownfields Advisory Committee. Seconded. Motion carries.
   Approve/disapprove adding Gregg Biggs of NeighborWorks Great Falls to Brownfield Advisory Committee. ACTION TAKEN: Motion to approve adding Gregg Biggs of NeighborWorks Great Falls to Brownfield Advisory Committee. Motion seconded. Motion carries.

8:30 6. Health Insurance – Brett Doney
   Discuss parameters for new health insurance and related benefits.

8:40 7. AmeriCorps & Intern Program – Brett Doney
   Approve/disapprove hosting one or two AmeriCorps volunteers build our capacity. ACTION TAKEN: Motion to approve hosting two AmeriCorps volunteers to build our capacity. Motion seconded. Motion carries.
   Approve/disapprove creating GFDA College Intern Program build our capacity. ACTION TAKEN: Motion to approve GFDA College Intern Program to build our capacity. Motion seconded. Motion carries.
8:45  8. Contract Approvals – Brett Doney
Approve/disapprove authorizing President/CEO to execute contract(s).
• EDA RLF Defederalization Agreement
• CDFI Fund COVID Relief Award Contract
• Amendment to add two business development videos to DCI video production agreement
ACTION TAKEN: Motion to approve authorizing President/CEO to execute EDA RLF Defederalization Agreement, CDFI COVID Relief Award Contract, and Amendment to add two business development videos to DCI video production agreement. Motion seconded. Motion carries.

8:50  9. Grant, Loan & Other Applications – Brett Doney
Review and approve/disapprove grant, loan and other applications.
City of Great Falls COVID CDBG? No action.
Discuss revised scope for EDA Economic Adjustment Assistance grant applications.

9:00  10. Draft 2021 Business Development Plan – Jolene Schalper
Review and approve/disapprove draft Business Development Plan as recommendation to Board.
ACTION TAKEN: Motion to approve draft of the Business Development Plan as recommendation to GFDA Board. Motion seconded. Motion carries.

Review and approve/disapprove draft Operations Plan as recommendation to Board. ACTION TAKEN: Motion to approve draft Operations Plan as recommendation to GFDA Board. Motion seconded. Motion carries.

9:25  12. CEO Report – Brett Doney

9:30  13. Public Comment – Len Watkins
Opportunity for public comment.