

GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, July 21, 2021

8:00 AM

Springhill Suites Meeting Room

IN PERSON MEETING with Zoom Option

Great Falls, MT

Meeting ID: 838 6790 8102

Passcode: 018919

See complete Zoom login info below.

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.

Executive Committee Members Present: Mark Cappis, Rebecca Engum, Joe Briggs, Mark Macek, Errol Rice, Ted Lewis, Len Watkins, Heidi Hockett

GFDA Staff Members Present: Brett Doney, Jolene Schalper, Soren Chargois Ebbasi, Lillian Sunwall, Jana Williams, Jill Kohles, Tyler Menzales, Jake Clark, Rustin Lippincott, Staci Campbell

Guests: Bobbi Berkhof, Melissa Soldano

- 8:00 1. Consent Agenda – Mark Macek
1. Accept excused absences: Eric Hinebauch, Ron Nelson, Nate Weisenberger, Forrest Ehlinger
 2. Approve/disapprove minutes of the 6/16/21 Executive Committee meeting and 6/18/21 and 6/28/21 email votes.
- ACTION TAKEN: Motion to approve minutes of the 6/16/21 Executive Committee meeting. Motion accepted. Seconded. Motion carries.**
- 8:05 2. Employee Handbook – Brett Doney & Roberta Berkhof
- Discuss draft Employee Handbook. Approve/disapprove Employee Handbook.
- NO ACTION TAKEN**
- 8:20 3. Contract Approvals – Brett Doney
- Approve/disapprove authorizing President/CEO to execute contract(s).
- PTAC annual extension
 - 2022 Great Falls Livability magazine advertising
- ACTION TAKEN: Motion to approve President/CEO to execute above contracts. Motion accepted. Seconded. Motion carries.**
- 8:25 4. Grant, Loan & Other Applications – Brett Doney
- Review and approve/disapprove grant, loan and other applications.
- 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 President/CEO to approve Batz Building brownfield assessment. Motion accepted. Seconded. Motion carries.**
- 8:30 6. AgriTech Park – Brett Doney & Kraig Kosena
- Discuss results of AgriTech Park appraisal.
- Discuss EDA application, potential lot sale and option agreement.
- 8:45 7. Loan Portfolio – Rebecca Engum and Jill Kohles
- Review June Loan Portfolio Report.
- 8:50 8. Financial – Mark Cappis & Jana Williams

Review June Financial Report.

- 9:00 9. Pre-Audit – Douglas Wilson & Co.
Pre-audit discussion with auditors.
- 9:15 10. Investment – Ted Lewis, Shannon Clancy & Brett Doney
Discuss status of investment efforts. Approve/disapprove any investor pledge charge-off(s).
- 9:20 10. CEO Report – Brett Doney
- 9:20 11. Public Comment – Mark Macek
Opportunity for public comment.

Complete Zoom Login Info

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