

## GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, March 16, 2022

8:00 AM Springhill Suites Meeting Room

IN PERSON MEETING with Zoom Option

Great Falls, MT

Meeting ID: 975 5141 3941

Passcode: 986063

*See complete Zoom login  
below.*

**Executive Committee Members Present:** Mark Macek, Joe Briggs, Mark Macek, Forrest Ehlinger, Mark Capps, Dan Rearden, Eric Hinebauch, Ted Lewis, Rebecca Engum, Nate Weisenburger

**GFDA Staff Members Present:** Brett Doney, Jenn Gallmeier, Jake Clark, Lillian Sunwall, Jill Kohles, Jana Williams, Shannon Clancy, Staci Campbell, Jolene Schalper, Jason Nitschke

**Guests:** Kathy Burton

*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 – Mark Macek
1. Accept excused absences: Ron Nelson, Errol Rice  
**ACTION TAKEN: Motion to approve excused absences for 3/6/22 Executive Committee meeting. Motion seconded. None opposed. Motion carries.**
  1. Approve/disapprove minutes of the 2/16/22 Executive Committee.  
**ACTION TAKEN: Motion to approve minutes for 2/1/6/22 Executive Committee meeting. Motion seconded. None opposed. Motion carries.**
- 8:05 2. Short Term Disability Insurance – Bern Insurance  
Discuss whether to purchase short term disability insurance, replacing current in-house program. Take action as desired by Committee.  
**ACTION TAKEN: Motion to approve new short term disability insurance, replacing in-house program. Motion seconded. None opposed. Motion carries.**
- 8:15 3. Brownfield – Eric Hinebauch & Lillian Sunwall  
Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee.  
**ACTION TAKEN: Motion to approve Phase 1 & Phase 2 of purchase of Jackson Hewitt building downtown with the cost CAP amount of \$4,500 for the Phase 1. Motion seconded. None opposed. Motion carries.**
- 8:20 4. Board Resignation Replacement – Mark Macek  
Approve/disapprove electing Pat Woodall of Montana Credit Union to Board to replace Steve King.  
**ACTION TAKEN: Motion to approve replacing Steve King with Pat Woodall of Montana Credit Union. Motion seconded. None opposed. Motion carries.**
- 8:25 5. Board Nominations – Mark Macek and Jenn Gallmeier  
Begin work on Director nominations.

- 8:35 6. Annual Meeting Date Change – Brett Doney  
Approve/disapprove changing date of annual meeting to June 1<sup>st</sup>.  
**ACTION TAKEN: Motion to approve date change for annual meeting to June 1<sup>st</sup>. Motion seconded. None opposed. Motion carries.**
- 8:30 ~~6. Employee Policies – Brett Doney and Jordan Crosby  
Approve/disapprove Employee Handbook.~~
- 8:45 ~~7. Angel Investor Network – Brett Doney and Jason Loble  
Approve/disapprove Angel Investor Network procedures.~~
- 8:40 7. Renewal of 401k Plan – Brett Doney  
Approve/disapprove renewal of GFDA 401k Plan.  
**ACTION TAKEN: Motion to approve renewal of GFDA 401k Plan. Motion seconded. None opposed. Motion carries.**
- 8:45 8. AgriTech Park Option – Brett Doney  
Discuss status of option renewal.
- 8:55 9. ARPA Requests Prioritization – Brett Doney  
Discuss American Rescue Plan priorities. Take action as desired by Committee.
- 9:10 ~~10. Contract Approvals – Brett Doney  
Approve/disapprove authorizing President/CEO to execute contract(s).~~
- 9:15 ~~11. Grant, Loan & Other Applications – Brett Doney  
Review and approve/disapprove grant, loan and other applications.~~
- 9:05 10. Financials – Mark Cappis & Jana Williams  
Review February financials.  
**ACTION TAKEN: Motion to accept February Financials. Motion seconded. None opposed. Motion carries.**
- 9:15 11. Investment – Ted Lewis & Jennifer Gallmeier  
Discuss investment status and act on any investor pledge charge-offs.
- 9:20 12. Pipeline Report – Jolene Schalper
- 9:25 13. CEO Report – Brett Doney
- 9:30 14. Public Comment – Mark Macek  
Opportunity for public comment.

#### **Complete Zoom Login Info**

Topic: Executive Committee of the GFDA Board (Exec)

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://zoom.us/j/97551413941?pwd=V2ZLeHUyRUx6TU5aNExHVSs55RWx3Zz09>

Meeting ID: 975 5141 3941

Passcode: 986063

One tap mobile

+16699009128,,97551413941#,,, \*986063# US (San Jose)

+12532158782,,97551413941#,,, \*986063# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Find your local number: <https://zoom.us/j/97551413941>