

GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, April 20, 2022

IN PERSON MEETING with Zoom Option

8:00 AM Springhill Suites Meeting Room

Great Falls, MT

Meeting ID: 975 5141 3941

Passcode: 986063

See complete Zoom login below.

Executive Committee Members Present: *Mark Macek, Eric Hinebauch, Len Watkins, Joe Briggs, Ted Lewis, Nate Weisenburger, Rebecca Engum, Mark Cappis, Forrest Ehlinger, Heidi Hockett, Errol Rice, Dan Rearden*

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

Guests: *N/A*

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: None to approve.
2. Approve/disapprove minutes of the 3/16/22 Executive Committee.
ACTION TAKEN: Motion to approve minutes of the 3/16/22 Executive Committee meeting. Motion seconded. None opposed. Motion carries.
- 8:05 2. Brownfield – Eric Hinebauch & Lillian Sunwall
Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee.
- 8:10 3. Board Nominations – Mark Macek and Jenn Gallmeier
Discuss status of Director nominations.
- 8:15 4. Employee Policies – Brett Doney
Approve/disapprove Employee Handbook.
ACTION TAKEN: Motion to approve Employee Handbook. Motion seconded. None opposed. Motion carries.
- 8:20 5. Angel Investor Network – Brett Doney
Approve/disapprove Angel Investor Network guidelines.
ACTION TAKEN: Motion to approve moving forward with Angel Network events. Motion seconded. None opposed. Motion carries.
- 8:25 6. AgriTech Park Option – Brett Doney
Discuss status of Park, including option agreement renewal and land acquisition funding.
Take action as desired by Committee
ACTION TAKEN: Motion to sign Second Amendment Extension to Option to Purchase Real Property. Motion seconded. None opposed. Motion carries.

- 8:35 7. Contract Approvals – Brett Doney
Approve/disapprove authorizing President/CEO to execute contract(s).
• AD Creative web redesign
• Friedman Associates CDFI Growth Model
**ACTION TAKEN: Motion to approve Friedman Associates CDFI Growth Model contract.
Motion seconded. None Opposed. Motion carries.**
- 8:45 8. Grant, Loan & Other Applications – Brett Doney
Review and approve/disapprove grant, loan and other applications.
• SBA Community Advantage Pilot Program
• ARPA requests
• **EDA Build to Scale**
- 8:55 9. Loan Portfolio – Rebecca Engum & Jill Kohles
Review March Loan Portfolio Report and Opportunity Finance Network FY 2020 annual peer comparison report.
- 9:05 10. Financials – Mark Cappis & Jana Williams
Review March financials.

Approve/disapprove sweetener for change in short term disability benefit.
- 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=V2ZLeHUyRUx6TU5aNExHVSs5RWx3Zz09>

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/acHICWKIWF>