

GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, January 18, 2023

8:00 AM

**AE2S Engineering
The Portage Building
405 3rd Street NW, 2nd floor**

Great Falls, MT

Meeting ID: 975 5141 3941

Passcode: 986063

IN PERSON MEETING with Zoom Option

See complete Zoom login below.

GFDA Staff Present: Jake Clark, Lillian Sunwall, Jenn Gallmeier, Jennifer Fritz, Dan Rearden, Ted Lewis, Errol Rice, Forrest Ehlinger, Mark Cappis

GFDA Executive Committee Present: Mark Macek, Len Watkins, Jana Williams, Jolene Schalper, Brett Doney

Guests:

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, Rebecca Engum, Joe Briggs

ACTION TAKEN: Motion to approve excused absences for 1/18/23 Executive Committee meeting. Motion seconded. None opposed. Motion carries.

2. Approve/disapprove minutes of the 12/21/22 Executive Committee meeting.

ACTION TAKEN: Motion to approve minutes of the 12/21/22 Executive Committee meeting. Motion seconded. None opposed. Motion carries.

8:05 2. Financials – Jana Williams, Brett Doney & Forrest Ehlinger

Review December financials.

Approve/disapprove budget update to increase brownfield cleanup grants expense by \$52,386 to equal actual expense booked in FY 2023 for GFPS and Alluvion Health grants.

ACTION TAKEN: Motion to approve budget update to increase brownfield cleanup grants expense by \$52,386 to equal expense booked in FY23 for GFPS and Alluvion Health grants. Motion seconded. None opposed. Motion carries.

Approve/disapprove changing 401(k) plan and language in Employee Handbook relating to the plan to require one year of employment, for employees hired after 2/1/23, to become eligible to participate in the plan to align with our one year probationary period.

ACTION TAKEN: Motion to approve changing 401(k) plan and language in Employee Handbook relating to the plan to require one year of employment, for employees hired after 2/1/23, to become eligible to participate in the plan to align with our one year probationary period. Motion seconded. None opposed. Motion carries.

8:15 3. Loan Portfolio – Rebecca Engum & Jill Kohles

Review loan portfolio status and loan capital availability.

- 8:20 4. Brownfield Grant Requests – Jill Kohles & Lillian Sunwall
Approve/disapprove new brownfield clean-up grants as recommendation to Board.
- 8:30 5. AgriTech Park – Brett Doney
Discuss survey correction for Kysocorp property and authorizing CEO to pay \$7,500 per acre for any additional acreage. Discuss potential subdivision of Parcel C. Take action as desired by Committee
- 8:40 6. Grant, Loan & Other Applications – Brett Doney
Approve/disapprove grant, loan, and other applications.
•
- 8:45 7. Contract Approvals – Brett Doney
Approve/disapprove authorizing President/CEO to execute contract(s).
•
- 8:50 8. Brownfield Assessments – Lillian Sunwall
Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee.
ACTION TAKEN: Motion to approve new brownfield assessment for the Rec Center. Motion seconded. None opposed. Motion carries.
- 8:55 9. Investment – Ted Lewis & Jennifer Gallmeier
Discuss investment status and act on any investor pledge charge-offs.
- 9:00 10. Nominations – Mark Macek
Discuss adding member(s) to Executive Committee. Take action as desired by Committee as recommendation to Board.
- 9:05 11. Board Meeting Format Changes – Mark Macek and Brett Doney
Discuss changes to board meeting format to encourage more engagement and increase meeting value.
- 9:15 12. Pipeline Report – Jolene Schalper
- 9:20 12. CEO Report – Brett Doney
- 9:25 13. 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/986063>