

GIFT Board Meeting Minutes

Date: November 18, 2025

Time: 10:00 a.m.

Location: Idaho Falls City Annex Building – Small Conference Room

Call to Order:

Chair Lisa Farris called the meeting to order at 10:02 a.m.

Board Members Present:

- Lisa Farris – Chair/Treasurer
- Jim Freeman – Co-Chair
- Ian Turner – Board Director
- Arnold Cantu – Board Member

Board Members Absent:

- Hailey Mack – Board Secretary

Also Present:

- Kade Marquez – Transit Coordinator
- Rachael Huntsman - Public Works Executive Assistant

Discussion Items

Financial Report – Lisa Farris

As of November 18, 2025, the account balances are as follows:

- 7137 - Bank of Commerce (Business Checking): \$194,349.97
- 7812 - Bank of Commerce (Business Savings) Sr. Ride Program: \$63,331.31
- Bank of Commerce New CD \$261,709.29
- 4113 - LGIP – Senior Donations Account: \$55,476.55
 - September \$195.96
 - October \$199.20
- 4091 - LGIP – Main Account: \$1,109,328.28
 - September \$3,918.49
 - October \$3,983.37
- 2347 - LGIP – Old TRPTA Account: \$684.14
 - September \$2.42
 - October \$2.46
- Increase of \$4,116.87 in all 3 LGIP accounts through October

Total Funds: total across all accounts \$1,684,879.54

Audit – Lisa Farris

- Theresa Flannery with Rudd and Company will perform an Independent Review/Audit AUP
- Cost not to exceed \$5,000

Board Positions – Ian Turner

- Discussion on separating duties for Lisa Farris.
- Board will redistribute job duties between Chair, Vice Chair, and Treasurer
- Ian Turner was voted as Chair, Lisa Farris will now be Vice Chair and Treasurer, and Hayley Mack will remain as Secretary.

General Update – Kade

- All 2024/2025 reimbursements have been submitted to ITD
 - Waiting to hear if everything was approved
 - Approval could affect the reimbursement to the City of Idaho Falls
 - The 5310 grant award match is a firm number; it will not change based on ITD reimbursement approval
 - The 5307 grant award match amounts could change based on ITD reimbursement. Motion was approved to pay the \$240,000 and if the amount changes, the additional match amount will be paid in January.
- Ride programs with College of Eastern Idaho, Community Family Clinic, and Ride to Recovery are going well.
- Kade will present at the Chamber Luncheon on January 6. He will be presenting the video. He will present to the Rotary Club on January 7
- New marketing video will be filmed on Friday, November 21
- Life Care Center has not signed the agreement

General Update

- No December meeting, next meeting will be January 20, 2026

Action Items

1. **Approval of Minutes**
 - Approved minutes of October 21, 2025, meeting
 - Motion: Ian Turner | Second: Arnold Cantu | Vote: Unanimous approval
2. **Approval of Financials**
 - Approved financial statements from October 22, 2025, to November 18, 2025
 - Motion: Arnold Cantu | Second: Jim Freeman | Vote: Unanimous approval
3. **Approve the AUP as described in the 11/13/25 email provided by Theresa Flannery of Rudd & Company PLLC and agree to the estimated cost, not to exceed \$5,000**
 - Approved Rudd and Company Audit, not to exceed \$5,000
 - Motion: Ian Turner| Second: Jim Freeman | Vote: Unanimous approval
4. **Approve the elected positions of Vice Chair and Treasurer voted on by present GIFT Board members and as per section 3.04 of the current bylaws.**
 - Approved Ian Turner as Chair, Lisa Farris as Vice Chair and Treasurer, and Hayley Mack as Secretary
 - Motion: Jim Freeman | Second: Arnold Cantu | Vote: Unanimous approval
5. **Approve an amount (not to exceed \$57,600) to be used as a match to reimburse the City of Idaho Falls for the FY 2024/2025 5310 award year. Funds to be withdrawn from either the TRPTA/LGIP/4113 or the GIFT/Bank of Commerce Sr Savings account ending in 7812.**
 - Motion: Ian Turner | Second: Lisa Farris | Vote: Unanimous approval
6. **Approve an amount (not to exceed \$240,000) to be used as a match to reimburse the City of Idaho Falls for the FY 2024-2025 5307 award year. Funds to be withdrawn from either the TRPTA/LGIP/4091 account or the GIFT/Bank of Commerce Business Checking account ending in 7137.**
 - Motion: Jim Freeman | Second: Ian Turner | Vote: Unanimous approval

Adjournment:

The meeting adjourned at 11:13 am
