

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
October 21, 2016
DES MOINES, IOWA

The IMFOA Board of Directors met at the Holiday Inn Des Moines Airport at 11:54 a.m. with President Daisy Huffman presiding. Members present were: Tawnia Kakacek, Sally Hinrichsen, Kevin Jacobson, Beverly Conrad, Ondrea Elmquist, Dale Oltmans, Kris Vipond, Erin Learn, Denise Hoy, and Deb Wheatley Field. Also attending were Pam DeMouth, Heather Roberts, Mark Tomb, Kelly Groskurth, and Cindy Kendall.

Erin moved, Kris seconded, to approve the minutes of the August 20, 2016 and September 30, 2016 minutes. All in favor.

Ondrea moved, Beverly seconded, to approve the Treasurer's Reports as presented. All in favor.

Mark Tomb of the Iowa League of Cities gave an update on the following:

- Upcoming budget workshops
- Request for topics for next year's League Conference in Davenport
- Upcoming Webinars
- Mentor Program
- The League's Services Agreement (December 1, 2016-November 30, 2017), which includes no increase

With regard to the League's contract, Heather Roberts of the Iowa League of Cities, presented some ideas which may help cut down on the actual costs incurred by the League for some of the services they provide. She also presented costs for both renting and purchasing the scanners and laptops that are needed for tracking attendance at the IMFOA Conferences. After some discussion, it was the consensus of the Board to continue renting the scanners (\$50 per scanner, per conference) and using the laptops that have been provided by Iowa State University. Dale moved, Kevin seconded, to authorize Cindy Kendall to draft a contract between IMFOA and Iowa State University for the rental of said laptops for \$50 per laptop, per conference. All in favor.

Barb Reynolds, Director of Sales, with the Holiday Inn Des Moines Airport addressed questions regarding the options she presented for room rates for the proposed three year contract. She also talked about some upcoming improvements to the hotel and wanted the Board to know how much IMFOA's business is appreciated.

IIMC Region VI Director Pam DeMouth gave an update on the following:

- Annual conference held in May in Omaha
- IIMC Scholarships for the annual conference in Montreal, Canada in May, 2017
- Increase in the scholarships amounts for certification

- Midyear Board of Director's meeting in Alexandria, Virginia in November

In a letter from IIMC Region VI Director Anne Uecker, she asked for the Board's support as she runs for IIMC Vice President. Erin moved, Denise seconded, to support Anne Uecker, as she runs for IIMC Vice President. All in favor.

ISU Institute Director Cindy Kendal gave an update on the following:

- 2016 Institute and Academy
- Institute scholarships
- On the Road training

Tawnia reported on behalf of the Certification Review and Curriculum Committees for the establishment of a classification for a Clerk Associate and Finance Associate with regard to certification. Tawnia said she will email the Board the requirements for such, for their review. A change in the By-Laws would have to be voted upon by the membership at the April, 2017 Business Meeting.

Some discussion was held with regard to allowing education credit hours to be earned for various training seminars. This was due to a Post-Issuance Compliance Training Course recently held by Ahlers & Cooney, P.C. The consensus of the Board was that there are already plenty of training opportunities that qualify for credit hours, thus, these additional ones should not be allowed to earn credit hours.

The Board discussed the room rates being proposed by the hotel for the upcoming contract renewal. Kevin moved, Ondrea seconded, to authorize Daisy to contact Barb Reynolds of the hotel to include option 3: \$90 single room, \$100 double room locked in for 3 years (2018-2019-2020) in the proposed contract. All in favor.

Denise moved, Kevin seconded, to compensate the IMFOA Conference registration fees and lodging for Janet Gann (Certification Secretary). All in favor.

Vice President Dale Oltmans announced his resignation from the Board of Directors, effective at the end of the meeting.

Daisy announced the appointment of Kevin Jacobson as Vice President and Kelly Groskurth to complete Kevin's term on the Board.

In representing GFOA, Kevin was given permission to his request for the organization to provide promotional items at the IMFOA conferences. He also said that Bernie Lowe & Associates is interested in sponsoring one of the coffee bars at the spring conference.

Some of the comments Board Members received regarding the fall conference were:

- Handouts not available on the website in Word.
- Friday morning sessions were educational versus motivational
- Mary Lynn Strata has committed to the Athenian Dialogue for the spring conference.

At 2:03 p.m. Denise moved, Ondrea seconded, to adjourn.

Respectfully submitted,

Deb Wheatley Field, Secretary/Treasurer