

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
OCTOBER 22, 2021

The IMFOA Board of Directors met at the Des Moines Holiday Inn Airport Conference Center at 11:55 a.m. with President Learn presiding. Board Members attending were: Karyl Bonjour, Trish Gleason, Tricia Maiers, Amber Julseth, Brian Weuve, Melissa Simmons, Beverly Conrad, and Deb Wheatley Field. Absent: Ondrea Elmquist.

MINUTES

Tricia moved, Karyl seconded, to approve the minutes of the August 7, 2021, August 18, 2021 and September 24, 2021 minutes as presented. All in favor.

TREASURER'S REPORTS

Amber moved, Melissa seconded, to approve the Treasurer's reports as presented. All in favor.

It was noted that there were \$187.10 in sales in the Pop-Up Clothing Store.

ISU INSTITUTE & ACADEMY UPDATE

Institute Director Sara Shonrock reported on the attendance at the Institute and Academy this past summer and also related that the Hybrid Sessions were successful. She also informed the Board that a couple of classes at the Institute may change slightly next summer and a session in accrual accounting may be offered on the Wednesday prior to the 2022 Spring IMFOA Conference.

HOTEL

Barb Reynolds, Director of Sales and Catering for the Holiday Inn, addressed any concerns/suggestions regarding the Fall conference.

IOWA LEAGUE OF CITIES CONTRACT

The Services Agreement with the League was presented for approval, which included an increase of \$500 in the League Administration fee and \$5.00 in the hourly rate for special projects. Tricia moved, Brian seconded, to approve the Services Agreement with the Iowa League of Cities beginning December 1, 2021 as presented. All in favor.

IIMC REGION VI DIRECTOR'S UPDATE

The Region VI meeting will be held in Lacrosse, WI on January 28, 2022.

NIC IOWA, AGREEMENT

A Master Agreement with NIC Iowa for services related to online payment processing was presented for approval. Beginning with the dues payable on April 1, 2022, the service will provide IMFOA members the opportunity to pay their dues online via credit card or ACH for a small fee to be paid by the member. It is hopeful that in the near future there will be the ability to process certifications and conference registrations online. Tricia moved, Melissa seconded, to approve the Master Subscription Agreement with NIC Iowa as presented. All in favor.

BENEFITTED MEMBER JOB TITLES

Deb suggested including additional job titles under the Benefitted Membership since beginning April 1, 2022 job description will no longer be used in determining the eligibility for a Benefitted Membership. Her suggestion was to add Deputy or Assistant Treasurer, Deputy or Assistant Finance Officer, and possibly City Manager and Deputy or Assistant City Manager. After a lengthy discussion, it was determined that using the words “pre-fix” before the titles of Municipal Clerk, Treasurer, Finance, Officer, City Administrator, and City Manager should accomplish what was needed. Because a change in the By-Laws would be required, the proposed change will be presented at the next Board Meeting for consideration.

EDUCATION COMMITTEE RECOMMENDATION

Trish presented the committee’s recommendation for awarding scholarships from the Kevin Jacobson Memorial Scholarship Fund. Brian moved, Melissa seconded, to award by random drawing beginning in April, 2022, two scholarships at both the Spring and Fall Conferences to an individual who has filed for a new Finance Certification or renewed their Finance Certification; said scholarships of either \$50 or \$125 shall be awarded until the scholarship fund of \$1100.00 has been depleted. All in favor.

CERTIFICATION REVIEW COMMITTEE

A question had been raised by an individual with regard to the one-year extension for renewing their certification, as that person thought their certification renewal date would be extended another year. However, it was explained to them that the renewal date did not change and that everyone was just given an additional year to earn credits toward their certification renewal.

It was also pointed out that the Committee still needs to make a recommendation, as discussed at the August 7, 2021 Board Meeting, to the Board regarding how long upon completing the Institute an individual can use those classes for certification.

CONFERENCE WRAP UP

Discussed suggestions/compliments that were received regarding the conference.

ADJOURNMENT

With no further business, Melissa moved, Karyl seconded, to adjourn at 1:56 p.m. All in favor.

Respectfully submitted,

Deb Wheatley Field,
Secretary/ Treasurer