

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
NOVEMBER 16, 2019
DES MOINES, IOWA

The IMFOA Board of Directors met at the Holiday Inn Des Moines Airport at 8:33 a.m. with President Beverly Conrad presiding. Members present were: Daisy Huffman, Kevin Jacobson, Ondrea Elmquist, Trish Gleason, Amber Julseth, Karyl Bonjour, Tricia Maiers, Kelly Groskurth, and Erin Learn. Absent: Deb Wheatley Field.

MINUTES

Tricia moved and Trish seconded a motion to approve the minutes of the October 18, 2019 meeting as presented. All in favor, motion carried.

TREASURER'S REPORTS

Kelly moved and Amber seconded a motion to approve the Treasurer's Reports as presented. All in favor, motion carried.

LEAGUE UPDATES

None.

IIMC FOUNDATION DONATION REQUEST

The Board reviewed the donation request. Tricia moved and Kelly seconded to donate up to \$250.00 in either gift or cash to the IIMC Foundation. All in favor, motion carried.

IIMC REGION VI – NOMINATE IOWA REPRESENTATIVE

Two nominees were presented to the Board, both with excellent qualifications. The Board decided a random drawing would be the fairest way to determine the appointment as both were equally qualified to represent Iowa. Following the drawing, Karyl moved and Trish seconded to approve the appointment of Kay Cmelik to the IIMC Region VI Board of Directors as the Iowa Representative. All in favor, motion carried.

CERTIFICATION REVIEW COMMITTEE

The Board discussed the replacement for the Certification Review Committee as Tawnia Kakacek's term expires April 2020. Ondrea moved and Tricia seconded to approve the appointment of Denise Hoy to the Certification Review Committee if she is willing to serve. All in favor, motion carried.

ISU INSTITUTE UPDATE

President Conrad informed the Board that the ISU Institute is looking for session ideas for the summer institute. Please let Sara Shonrock know if you have any recommendations.

HOLIDAY INN CONTRACT

The Board reviewed the proposed contract with the Holiday Inn Des Moines Airport for 2021-2023. Tricia moved and Karyl seconded to approve the Contract with the Holiday Inn Des Moines Airport for 2021 through 2023. All in favor, motion carried.

POLICY RECOMMENDATIONS FOR CIVIC IIMC SCHOLARSHIP

Kevin presented the Board with the policy developed by the past presidents for the Civic IIMC Scholarship. Following discussion, Amber moved and Kelly seconded to approve the following policy and update the scholarship to reflect the policy:

“Board members are not eligible to apply for this scholarship. However, in the event no applications for the scholarship are received, the Board will obtain the list of current IMFOA “Benefitted Members” (as defined in the *IMFOA Constitution and By-laws*) attending the IIMC conference, including Board members, and award the scholarship via random drawing.”

All in favor, motion carried.

REVISE CANCELLATION POLICY

President Conrad informed the Board that with the addition of the Wednesday sessions for the October 2019 Conference, a question arose regarding the cancellation policy. The Board reviewed the current cancellation policy. Tricia moved and Amber seconded to amend the cancellation policy to add the language in italics:

“No refunds will be made for no-shows or those who cancel after 5:00 PM on the Tuesday preceding the conference *or for an amount less than \$50.00.*”

All in favor, motion carried.

OTHER BUSINESS

- Reviewed hotel invoices, service charges, and conference financials.
- Discussed the Athenian Dialogue

SPRING CONFERENCE PLANNING

The Board worked on planning the 2020 Spring Conference. President Conrad noted the conference planning deadline is January 10, 2020.

Barb Reynolds, Director of Sales and Catering for the Holiday Inn Des Moines Airport, joined the meeting to discuss the proposed contract. The Board reviewed the contract with Barb. Following discussion, Tricia moved and Karyl seconded to amend the motion approving the contract to change the room rates on the contract from \$95 single/\$105 double to a flat rate of \$100. All in favor, motion carried.

ADJOURNMENT

Tricia moved and Amber seconded a motion to adjourn at 11:58 a.m. All in favor, motion carried.

Respectfully Submitted,

Erin Learn, Board Member