

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
82ND ANNUAL BUSINESS MEETING
APRIL 22, 2022
HOLIDAY INN DES MOINES AIRPORT/CONFERENCE CENTER

Upon determining a quorum was present, President Learn called the 82nd Annual Business Meeting of the Iowa Municipal Finance Officers Association to order at 11:20 a.m. on April 22, 2022.

Theresa Pudenz moved, seconded by Dee Wagaman to waive the reading of the April 23, 2021, minutes and approve as posted on Clerknet and the IMFOA website. Motion carried.

Courtney Peasley moved, seconded by Dee Wagaman to approve the FY22 financial report as posted on Clerknet and the IMFOA website. Motion carried.

Courtney Peasley moved, seconded by Barb Collins to approve the FY23 budget as posted on Clerknet and the IMFOA website. Motion carried.

Karyl Bonjour, behalf of the Audit Committee. reported that the financial records for the past year were found to be in order.

Tricia Maiers read the following resolution:

RESOLUTION OF APPRECIATION
SCHOLARSHIP DONOR

WHEREAS it is the commitment of the Iowa Municipal Finance Officers Association to ensure a continuous educational commitment to establish and maintain competent administration for officials of City government in Iowa, and,

WHEREAS Civic Systems, LLC also shares in this commitment by sponsoring an educational scholarship to a deserving member to attend the IIMC annual conference in Little Rock, Arkansas, from May 22 – May 25, 2022.

NOW, THEREFORE, LET IT BE RESOLVED BY THE MEMBERS OF THE IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION that the sincere appreciation for the funding of this educational scholarship be expressed to Civic Systems, LLC.

PASSED AND APPROVED this 22nd day of April, 2022.

Erin Learn, President

ATTEST:

Deb Wheatley Field, Secretary/Treasurer

Dee Wagaman moved, seconded by Jodi Meredith to adopt said resolution.

Karyl Bonjour read the following resolution:

RESOLUTION OF APPRECIATION
Iowa Municipal Finance Officers Association

WHEREEEREAS, it is the occasion of the 82nd Annual Business Meeting of the Iowa Municipal Finance Officers Association; and

WHERREAS, a program of instruction and information has been presented to members in accordance with the objectives of the Association; and

WHEEREAS, the attendance at this meeting attests to the members' interest in City finance and matters related thereto; and

WHEREAS, the Holiday Inn Des Moines Airport/Conference Center has shown the members of the organization excellent accommodations and has created an atmosphere conducive to both the learning and the fellowship of the event.

NOW, THEREFORE, LET IT BE IT RESOLVED BY THE MEMBERS OF THE IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION that the sincere appreciation for the successful annual meeting be expressed to the Directors, Officers, Program Participants, Host Representatives and Staff of the Holiday Inn Des Moines Airport.

PASSED AND APPROVED this 22nd day of April, 2022

Erin Learn, President

ATTEST;

Deb Wheatley Field, Secretary/Treasurer

Courtney Peasley moved, seconded by Dee Wagaman to adopt said resolution.

The following proposed amendments to the Constitution and By-Laws were presented for consideration.

Words in blue will be deleted

Words in red will be added

CONSTITUTION AND BY-LAWS OF THE IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION

ARTICLE I NAME AND OBJECTIVES

Section 1. Name. The name of this organization is the Iowa Municipal Finance Officers Association (IMFOA) (here after known as “Association”).

Section 2. Objectives. To conduct regular instructional and informational meetings, as often as deemed necessary by the Board of Directors, for the purpose of educating municipal officers in the keeping of public records and for any other purpose deemed to be in the best interest of the public.

ARTICLE II MEMBERSHIP

Section 1. Benefitted Members. Any Municipal Clerk, Treasurer, **Deputy Clerk**, Finance Officer, City Administrator, **Deputy City Administrator, or City Manager** of any Iowa city shall be eligible for Benefitted membership subject to payment of the annual service fee in Article III. **This shall also include any of the aforementioned job titles using the pre-fix Assistant or Deputy.** Only Benefitted Members shall be eligible for Certification by IMFOA and are allowed to participate in the discussion forum “ClerkNet”.

ARTICLE IV OFFICERS

Section 5. Eligibility. Only Municipal Clerks, Treasurers, Finance Officers, **or** City Administrators, **or City Managers** who are benefitted or active members, as defined in Article II, are eligible for election or appointment as President, Vice-President, or Director. Only Municipal Clerks, Treasurers, Finance Officers, **or** City Administrators, **or City Managers** who are either benefitted, active, or retired members, as defined in Article II, are eligible for appointment as Secretary or Treasurer.

ARTICLE VI DUTIES

Section 6. Standing Committees. The Audit Committee shall meet **immediately after prior to** the first session of each annual meeting to examine and audit the Treasurer’s accounts and annual reports, and report thereon to the Association. The Budget Committee shall meet **immediately after prior to** the first session of each annual meeting to review the financial status of the organization and to recommend a budget for consideration at the annual meeting.

Courtney Peasley moved, Dee Wagaman seconded, to approve said amendments to the Constitution and By-Laws

Ondrea Elmquist, Chairman of the Nomination Committee, offered the following slate of officers for 22/23. For President-Karyl Bonjour-Webster City; Vice President-Trish Gleason-Dubuque; and Darryl Ten Pas, Sioux Center and Shelby Hagen, Bondurant for three-year terms on the Board.

President Learn asked if there were any nominations from the floor.

There being no nominations from the floor, Travis Cooke moved, seconded by Dee Wagaman that nominations cease and that a unanimous ballot be cast for the slate as presented. Motion carried.

Oaths of Office.

President Learn thanked the membership for their support, friendship, and help in making the year so enjoyable.

President Bonjour was then introduced. Karyl asked for the support of the membership for the upcoming year and thanked Erin for her work as president this past year.

Melissa Simmons read the following resolution:

RESOLUTION OF APPRECIATION
Iowa Municipal Finance Officers Association

WHEREAS, Erin Lean, City Clerk, Manchester, has given of her time and energy to the Iowa Municipal Finance Officers Association; and

WHEREAS, Erin Learn has carried on the high standards that have accompanied the office of President of the Iowa Municipal Finance Officers Association; and

WHEREAS, President Learn has presided over an excellent meeting of the Iowa Municipal Finance Officers Association.

NOW, THEREFORE, LET IT BE IT RESOLVED BY THE MEMBERSHIP OF THE IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION, that we honor Erin Learn for her outstanding service to our organization and express our deepest appreciation for serving as President this past year.

PASSED AND APPROVED this 22nd day of April, 2022.

Karyl Bonjour, President

ATTEST:

Deb Wheatley Field, Secretary/Treasurer

Chelsee Jacobsen moved, seconded by Amber Julseth to adopt said resolution.

A plaque commemorating her year as president was then presented to Erin by President Bonjour with thanks for a job well done.

There being no further business to come before the membership the meeting was adjourned at 11:35 a.m.

Respectfully submitted,

Deb Wheatley Field, Secretary/Treasurer