

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
AUBUST 15, 2020

The IMFOA Board of Directors met at the Des Moines Holiday Inn Airport at 8:30 a.m. with President Beverly Conrad presiding. Those attending in person were: Erin Learn, Tricia Maiers, Ondrea Elmquist, Kevin Jacobson, Karyl Bonjour, and Deb Wheatley Field. Attending electronically were: Trish Gleason, Kelly Groskurth, and Amber Julseth. Absent: Daisy Huffman.

HOTEL UPDATE

Barb Reynolds, Director of Sales and Catering, spoke of how the hotel is following the Center for Disease Control and Prevention guidelines with regard to Covid-19, as well as guidelines of the hotel. She went on to explain how they are accommodating large groups and noted that the hotel would be flexible in meeting the needs for a safe and successful conference in October.

MINUTES

Erin moved, Tricia seconded, to approve the June 5, 2020 minutes as presented. All in favor.

TREASURER'S REPORTS

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

ISU UPDATE

Sara Shonrock reported on how the Institute and Academy went last month since they were held virtually due to Covid -19. Discussion followed regarding the need, if be, for some classes to be held virtually next year. Also considered was the possibility of offering classes at different times during the year so new Clerks don't have to wait until attending the Institute to receive their first training.

Sara also noted she has discovered that many don't understand the certification process and suggested that a webinar be held to explain the process. Upon consideration of Sara's recommendation, Tricia moved, Erin seconded, to give approval for Sara, Heather Roberts, and a member of the Certification Review Committee to hold a training webinar regarding the certification process. All in favor.

LEAGUE UPDATE

Heather Roberts reported on plans for the League's Annual Conference to be held virtually, from September 16-18, due to Covid-19. Registration opens on August 17, a maximum of eight credits can be earned and class size will be limited to 50.

IIMC REGION VI DIRECTOR'S UPDATE

A written report from Directors Kay Cmelik and Marie Moe was included in the agenda packet. Beverly said she would look into who needs to be contacted about setting up the Region VI meeting in Decorah this January.

FALL 2020 CONFERENCE PLANNING

There was conversation of whether to hold the conference in-person or virtually, since Covid -19 could

affect attendance for both registrants and vendors. But before moving forward, it was determined that there be input from Board Members upon planning for an in-person or a virtual conference. Consensus was to plan for an in-person conference. Regarding vendors, Heather will survey vendors as to whether they would attend and if they choose to not attend, would they offer sponsorships.

Planning then continued with various suggestions being made for how to have a safe conference. Heather will research costs to hold a virtual conference if need be, or if the conference is held both in-person and virtually.

The POP-Up Clothing Store will be open from August 24 to September 2.

CERTIFICATION CREDITS

Kelly noted that as previously stated, no credits will be issued for virtual training hosted by the Iowa Employment Conferences, but will be issued for virtual training hosted by the Iowa League of Cities, Iowa State University, and IMFOA. Kelly also related that after consideration by the Certification Review Committee concerning an extension for renewals (due to the lack of the Spring Conference), a one-year extension will be granted for those certifications expiring in 2020. However, upon reevaluation, there may be an extension of another year.

REVISION TO BY-LAWS

There was a review of recommended changes to the By-Laws by the City Attorney for Webster City, who was asked to do so by Karyl. Some other changes were also suggested and Beverly will note those changes and email the Board the updated By-Laws for further review.

ADJOURNMENT

With no further business, Tricia moved, Karyl seconded, to adjourn at 11:40 a.m.

Respectfully submitted,

Deb Wheatley Field,
Secretary/ Treasurer