

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
August 3, 2024

The IMFOA Board of Directors met at the Des Moines Holiday Inn Airport/Conference Center at 8:30 a.m. with President Tricia Maiers presiding. The following Board Members were present: Karyl Bonjour, Shelby Hagan, Darryl Ten Pas, Trish Gleason, Dawn Siebken, Erin Learn, Brian Weuve, Chriss Wiersma, and Deb Wheatley Field. Absent: Christina Eicher. Board Members with voting rights were: Tricia, Shelby, Darryl, Trish, Chrissi, Brian, and Dawn.

MINUTES

Shelby moved, Dawn seconded, to approve the June 8, 2024 minutes as presented. All in favor. Motion carried.

TREASURER'S REPORTS

Darryl moved, Chrissi seconded, to approve the Financial Report and June disbursements, as presented. All in favor. Motion carried.

CERTIFICATION DATABASE UPDATE

Trish reported that the database is close to be up and running and that she has cross referenced the data from the 2023 Spring and Fall Conferences. Aric Cudnohosky with the Iowa League of Cities will be sending her the information for the 2024 Spring conference. She explained how much better and easier the system will work, as once an attendee's name badge is scanned their database will be automatically updated.

WEBSITE UPDATE

Need to start getting ideas on how the new website should look and how to make it more efficient. A suggestion was made that the website be used as a possible revenue source by allowing for advertising.

BOOTH AT IOWA LEAGUE OF CITIES ANNUAL CONFERENCE

IMFOA will be sharing a booth with the League at the upcoming Annual Conference. Trish presented some ideas for the promotional items that the Board previously approved for purchase, which included pens and ribbons for the name badges. It was also suggested that a flyer or brochure promoting IMFOA be available as a giveaway. Brian moved, Darryl seconded, to spend an additional \$500 (for a total of \$1,000 on IMFOA promotional items. All in favor. Motion carried.

Trish will work on the schedule for IMFOA Board Members to man the booth and the flyer.

IIMC REGION VI UPDATE-BOARD OF DIRECTOR TRISH GLEASON

- IIMC Mid-Year Board Meeting will be held in St. Louis in November which is also where the 2025 Annual Conference will be held.

- Trish was assigned to the Election Committee.
- Pushing to increase membership.
- Looking to create an AI Committee and a committee to team up new City Clerks with seasoned City Clerks
- Created an Equity Committee.

BOARD VACANCY

Karyl informed the Board that she is retiring in December and will obtain a Retired Membership. She plans to stay on the Board through the 2025 April Conference, but her retirement will leave a vacancy of one year on the Board. Trish explained that according to the By-Laws, Karyl's remaining term could be filled by Erin. Trish noted that Erin, whose term would be ending in April, 2025 has agreed to stay on the Board to complete Karyl's term.

ETHICS POLICY

Upon discussion of the current Ethics Policy, Chrissi moved, Shelby seconded, to obtain a legal opinion upon whether it needs to be updated. All in favor. Motion carried. Trish said she would contact an attorney at Lynch Dallas for an opinion.

CLARIFICATION ON CERTIFICATION RENEWAL

Discussed a question from the Certification Review Committee as to how the Board wants to handle the extension for renewal applications due to the database being down for such a long period of time. Trish pointed out that the Covid Extension Policy covers the extension until the Certification Dashboard is available again. Thus, the Board needed to decide that once the database is available again, how many days a renewal application had to be submitted for approval. Shelby moved, Dawn seconded, to require that Certification Renewal Applications be postmarked by December 31, 2024. All in favor. Motion carried. It is possible that date could be changed, if there is a considerable delay with the Certification Database being available.

VENDOR BOOTH/SPONSORSHIP FEES

The consensus was to leave the vendor booth and sponsorship fees the same.

FALL 2024 CONFERENCE PLANNING

Final plans were made for the upcoming conference.

SPRING 2025 CONFERENCE PLANNING

Tricia presented the idea of offering conference attendees the opportunity to attend the Blank Park Zoo Wild Lights.

NEXT BOARD MEETING

A teleconference will be held at 1:00 p.m. on September 27, 2024.

ADJOURNMENT

With no further business, Shelby moved, Darryl seconded, to adjourn at 11:00 a.m. All in favor. Motion carried.

Respectfully submitted,

Deb Wheatley Field,
Secretary/Treasurer