

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION

Board Meeting, November 17, 2012

Airport Holiday Inn, Des Moines

The IMFOA Board met at the Airport Holiday Inn on November 17, 2012. President Nancy Earles called the meeting to order and those present were Tawnia Kakacek, Laura Schaefer, Denise Hoy, Randy Pierce, Daisy Huffman, Iona Allen and Pamela Blessman.

Motion by Tawnia, second by Randy to approve the October 19, 2012 minutes. All in favor.

Motion by Denise, second by Iona to approve the Treasurer's reports as presented. All in favor.

Cindy Kendall reported that the small city finance group met regarding the oversight bill and the work at the state level regarding the healthcare reform act.

Heather Roberts reported for the League regarding the following: the ClerkNet product that is currently being used will need to be looked at as costs are going up dramatically-either dues will need to be raised to cover the costs or a different system will have to be utilized. DiscussThis is a product that would basically provide the same type of service that is currently being utilized. The cost for DiscussThis would be approximately \$2220/year which is an increase of \$560/year over what is currently being paid for NetQA. The NetQA contract expires March 31, 2013.

Motion by Denise, second by Tawnia to approve the transition to DiscussThis for the ClerkNet support program for a cost of \$2220/year. All in favor. A description of the new service, how to sign up and usage tips will be provided with the dues statements that will go out in late December.

There was also discussion on the projected costs payable to the League for the next budget year for the management of the certification database. Cost is projected to be \$50/annually for hosting and \$2000/year for support. There would be additional charges for any changes made to the software, etc. Heather recommended budgeting \$4000-\$5000 similar to software maintenance agreements.

It was noted that the Region VI meeting will be in LaCrosse on January 25-26, 2013. Both members and non-members of IIMC are encouraged to attend.

There was discussion of the current dues structure. Motion by Denise, second by Iona to raise the IMFOA dues by \$10 per city and initiate the discussion of membership in the future, being by the individual person rather than by the city. All in favor.

There was brief discussion on conference sponsorship opportunities for vendors. Nancy will work on probable costs and opportunities and get back to the Board for their consideration.

Randy, Heather and Pam will be meeting to discuss the RFP for conference hosting for distribution to interested hotels. The RFP will come before the Board for approval before distribution is made.

Motion by Tawnia, second by Daisy to extend the Airport Holiday Inn conference contract for the year 2014 and to authorize the Secretary to sign said contract. All in favor.

The 75th Anniversary (2014) Committee was appointed as follows: Jody Smith, Larry Burger, Deb Hartman, Nancy Earles, Sally Hinrichsen, Deb Sawyer and Tawnia Kakacek.

There was brief discussion on the conference guest policy which consists of IMFOA paying for two nights of lodging for two conferences for our out-of-state guests. The other states in the Region pay for three nights for one conference. It was determined to leave the current IMFOA policy in place.

January 18, 2013 will be a work day for the certification program. It will be held in the Clive NW Conference Room.

The Board worked on planning the April 2013 conference.

In conjunction with the April 2013 conference, Daisy made a motion to hold an Athenian Dialogue for a fee of \$50, second by Tawnia. Motion carried.

The Board discussed the possibility of a "Clerk of the Year" award program but no formal action was taken.

With no further business before the Board, President Earles adjourned the meeting at 1:31 p.m.

Respectfully submitted,

Pamela Blessman, Secretary