

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
NOVEMBER 15, 2014
DES MOINES, IOWA

The IMFOA Board of Directors met at the Holiday Inn Des Moines Airport at 8:00 a.m. with President Sally Hinrichsen presiding. The following members were present: Daisy Huffman, Tawnia Kakacek, Nancy Earles, Dale Oltmans, Denise Hoy, Laura Schaefer, Doreen Mowery, Kevin Jacobsen, and Deb Wheatley Field. Absent: Jane Smith.

Denise moved, Doreen seconded, to approve the minutes of the October 17 and October 28, 2014 meeting as corrected. All in favor.

Denise moved, Kevin seconded, to approve the Treasurer's report as presented. All in favor.

Upon a request to provide a list of the attendees to those attending the IMFOA Conferences, the Board decided to provide a master list at the registration desk. Also, upon a suggestion that the vendors for the conferences be required to stay at hotels other than the Holiday Inn, it was decided that the vendors should continue to be allowed to stay at the Holiday Inn.

Mark Tomb of the Iowa League of Cities briefly reviewed the proposed Code of Ethics, which was previously discussed, with only minor changes being made. A summary of the Code will be provided to the membership with the dues statements and will include a link to the entire document. Written comments regarding the Code can then be sent to Sally for the Board to address, with its effective date set for April 1, 2015.

Tawnia moved, Daisy seconded, to approve the Code of Ethics with the noted changes. All in favor.

Iowa State Institute Director Cindy Kendall related that she will now begin to use the Code of Ethics in her ethics training sessions.

Mark Tomb and Heather Roberts addressed the League's Services Agreement, which terminates on November 30, 2014. When tracking the hours for the past years with regard to conference management services, the costs for such were well over the contracted amount \$3,750, thus Mark informed the Board that the renewal fee could be as much as \$12,500.

Discussion was then held on ways to cut costs including: requirement of on line registration, no mailing of registration information to the membership, and a post card being sent to inform the membership to obtain the needed registration information from the website.

With those cost cutting measures, Mark thought that the renewal fee could come down to around \$10,000, however, he would need to check with the Accounting Department to be sure.

Denise moved, Tawnia seconded, to pay the League \$10,000 for conference management services for the upcoming year and if that amount is not acceptable by the League, authorize Sally to negotiate an amenable fee. All in favor.

The Board then worked on the planning for the April 2015 conference with Nancy, Jane, and Doreen to serve on a committee for the Wednesday night reception.

A request for an alternate to the City Clerk or Finance Officer being allowed on Clerknet was briefly discussed and it was determined that it is currently allowed.

A survey regarding the conferences was reviewed with several changes being made. Cindy said she could use Qualtrax to post the survey on line as soon as possible with a deadline for completion being December 14, 2014.

Daisy moved, Dale seconded, to adjourn at 12:21 p.m.

Respectfully submitted,

Deb Wheatley Field, Secretary/Treasurer

