

Minutes

Iowa League of Cities Executive Board

Thursday, June 22, 2023

10 a.m. – 2 p.m.

Present : Donny Hobbs, Immediate Past President
Ashley Vanorny, President-elect
Scott Wynja, Director
Cami Rasmussen, Director
Tom Cope, Director
Barb Barrick, Director
Aaron Burnett, Director
Susan Sembach, Director
Brian Wagner, Director
Christina Eicher, Director
Michael Holton, Director

Present on phone: John Haila, President
Scott Naumann, Past President
Quentin Hart, Past President
Brad Cavanagh, Director
Shirley McAdon, Director
Chris Taylor, Director

Absent: Courtney Clarke, Director

Also Present: Alan Kemp, Executive Director
Shannon Busby, Office Manager
Alison Deiter, Senior Accountant
Mickey Shields, Director of Membership Services
Robert Palmer, General Counsel and Director of Government Affairs
Erin Mullenix, Research Director
Katie Wheeler, Business Relations Coordinator
Jessica Vogel, Communications Coordinator
Daniel Stalder, Government Affairs Outreach Coordinator
Jeff Hovey, Director of Risk Services
Amanda Trebon-Boyd, Membership Services Coordinator
Heather Roberts, Director of Information Services

1. Call to Order

President Haila called the meeting to order at 10:01 a.m.

2. Executive Director Performance Evaluation

President Haila informed the board that the annual performance evaluation of the executive director has been moved to the August board meeting.

3. Consent Agenda

It was moved by President-elect Vanorny and seconded by Director Cope to approve the consent agenda, which included the minutes of the April 20 meeting of the Executive Board, League Associate Applications, the membership and investment reports. Motion approved.

4. Financial Report

A copy of the February 2023 financial report was reviewed. It was moved by Director Holton and seconded by Immediate Past President Hobbs to approve the report. Motion approved.

5. League Investment Policy

The executive board reviewed the League investment policy. The board discussed investigating ways to include Iowa financial institutions in the CD bid process. Approval of the Investment Policy was deferred to the August meeting and it was moved by Director Cope and seconded by Director Wynja to request League staff investigate options to allow Iowa Financial Institutions to bid on League certificates of deposit and bring this issue back to the August board meeting. Motion approved.

6. Approval of League Budget Fiscal Year 2023/2024

The executive director, senior accountant and director of information services reviewed the proposed operating budget for the 2023/2024 fiscal year. After much discussion on the information technology structure and operations the board requested that a strategic action plan for IT be brought back to the board at the August meeting. It was moved by Director Wagner and seconded by Director Holton to approve the League Budget for Fiscal Year 2023/2024. Motion approved.

7. Reserve Fund Policy

The senior accountant reviewed the League's Reserve Funds Policy and requested the board approve the transfer of \$105,000 to the cash reserve account as required under the policy. It was moved by Director Burnett and seconded by Director Wynja to ratify the level of funds requested to be reserved. Motion approved.

8. Dues Timing

The accounting staff seeks reconsideration of the decision to have the League's dues set at the November board meeting due to timing considerations that directly impact the preparation of the League's budget. The board discussed the options and decided that the November board meeting was the best time to decide on dues and in December the League send communication to the members so they can put in the city budget.

9. Annual Conference & Exhibit Update

The director of membership services reported on plans for the upcoming Annual Conference & Exhibit and asked directors and officers of the Board to attend and encourage others to attend the event in Cedar Rapids.

10. League Committee Reports

A. Nominating Committee

The immediate past president reviewed the process for establishing the slate of officers and directors to be submitted to the membership at the Annual Business Meeting.

11. Policy Committee & Property Tax Workgroup

The League's general counsel and government affairs outreach coordinator reported on the 2023 Legislative Session and gave an update on the Legislative Policy Committee meetings for the summer and fall. The co-chairs of the League's Property Tax Workgroup asked for guidance from the board on how to proceed with this initiative. The board decided to end the property tax workgroup as structured and add specific topic workgroups as needed to address issues that may emerge during the upcoming legislative session.

The research director also sought feedback from the board concerning a proposal being considered by the IPERS to change and add cost of living increases for retired members. The board asked that more specific information be provided.

12. Legislative Service Awards Discussion

The general counsel and government affairs outreach coordinator lead a discussion on the legislative service awards program and seek guidance on the ongoing value to the League's advocacy efforts. The board decided not to present the legislative service award this year and to consider candidates in the future.

13. League Membership Good Will Tour

President Haila and President-Elect Vanorny reviewed a proposed plan for engaging League membership with a good will tour. The board asked staff to send a poll to the board members so we can prioritize and find out what each board member can do for the tour.

14. Partner Program Overview

The communication and engagement manager provided the executive board with an update on the partner program and request ratification of the renewals for the upcoming year. It was moved by Past President Naumann and seconded by Immediate Past President Hobbs to approve the current partners. Motion approved.

15. Office Space Update

The executive director provided an update on the renewal of a lease for office space for the League. League staff will present an updated lease document for approval by the board at the August board meeting.

16. League Database and Cyber Security Update

This agenda item was covered in detail during the League budget discussion.

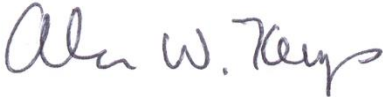
17. Other Business and Next Meeting

The next meeting of the Executive Board is scheduled for Thursday, August 17, 2023 at the Iowa League of Cities office.

18. Adjourn

The executive board adjourned at 2:10 p.m.

Respectfully submitted,

A handwritten signature in dark ink, reading "Alan W. Kemp". The signature is written in a cursive style with a large initial "A" and a long, sweeping underline.

Alan W. Kemp
Executive Director