

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION  
BOARD MEETING  
APRIL 19, 2024

The IMFOA Board of Directors met at the Des Moines Holiday Inn Airport/Conference Center at 11:56 a.m. with President Tricia Maiers presiding. The following Board Members were present: Brian Weuve, Karyl Bonjour, Shelby Hagan, Darryl Ten Pas, Trish Gleason, Christina Eicher, Dawn Siebken, Chrissie Wiersma (who left at 1:43 p.m.), and Deb Wheatley Field. Absent: Erin Learn. Having voting rights are: Tricia, Brian, Shelby, Darryl, Trish, Christina, Dawn and Chrissi.

**NEW BOARD MEMBERS**

Tricia welcomed newly elected Board Members Dawn Siebken and Chrissie Wiersma. Tricia noted that included in the agenda packets were the Board of Directors Contact List, Committee Assignments and Descriptions, Board Members' Information and Policies, as well as the Constitution and By-Laws and Statement of Policy.

**BOARD MEETING DATES**

June 7-8, 2024

August 2-3, 2024

September 27, 2024-Teleconference

November 15-16, 2024

January 10, 2025-Teleconference

March 7-8, 2025

**APPOINTMENT OF SECRETARY/TREASURER**

Shelby moved, Christina seconded, to appoint Deb Wheatley Field as Secretary/Treasurer for FY25. All in favor. Motion carried.

**MINUTES**

Darryl moved, Christina seconded, to approve the March 9, 2024 minutes as presented. All in favor. Motion carried.

**TREASURER'S REPORTS**

Shelby moved, Dawn seconded, to approve the Financial Report and March disbursements, as presented. All in favor. Motion carried.

**RETIRED MEMBERSHIPS**

Christina moved, Dawn seconded, to approve retired memberships for Roxanne Schneider Jody Smith, Teresa Rotschafer, and Deb Wheatley Field. All in favor. Motion carried.

**CERTIFICATION CURRICULUM COMMITTEE APPOINTMENTS**

Christina moved, Darryl seconded, to appoint Nancy Earles and Tricia Maiers to the

Certification Curriculum Committee for the terms ending in 2028. All in favor. Motion carried.

### **CERTIFICATION REVIEW COMMITTEE**

Christina moved, Darryl seconded, to appoint Sally Hinrichsen to the Certification Review Committee for the term ending 2029. All in favor. Motion carried.

### **ISU INSTITUTE UPDATE**

Sara Shonrock, ISU Institute Director, reported that she received 15 qualified applications for scholarships for the Institute. Upon review and scoring of the applications, she presented a list of the top ten applicants. Christina moved, Shelby seconded, to award scholarships (up to \$450 each) to Jennifer Cope-Blakesburg, LuAnn Whitehurst-Manly, Hannah Lampe-Bancroft, Sommer Nielsen-Ringsted, Jess Drake-Van Meter, with Tisha Carey-Vail, and Jennifer Burkhart-Urbana as alternates. All in favor. Motion carried.

### **SPRING CONFERENCE REVIEW**

Barb Reynolds, Director of Sales and Catering for the Holiday Inn Des Moines Airport Conference Center, addressed concerns/suggestions regarding the Spring Conference. She also brought up the issue with the Popcorn Bar being complimentary by the hotel and also being sponsored by a vendor. Said issue will be discussed further at the next Board Meeting.

### **CERTIFICATION DATABASE**

Sally Hinrichsen questioned the timing as to when the Certification Database will be up and running again, as the committee has a large influx of applications waiting for approval. Also, numerous applicants have salary increases pending their certifications being approved. Aric Cudnohosky of the Iowa League of Cities reported that there is still some development work to be done on the dashboard before data can be uploaded and in turn allow for the database to be up and running again.

There was also some discussion regarding the conference surveys/attendance records that are required to obtain IIMC credits and the work necessary to do so by IMFOA.

### **IOWA LEAGUE OF CITIES UPDATE BY ALAN KEMP**

- A staff member will be assigned as an IMFOA contact.
- LMA just completed.
- Mayor's Association offering online training.
- Iowa Emergency Management Seminar.
- Nuisance Abatement Training.
- The 2024 Annual League Conference will be held in Sioux City.

### **CLERKNET REQUEST**

Considered a request from a City Clerk from North Carolina, who is doing research, for a Clerknet list. Darryl moved, Dawn seconded to deny the request from Town Clerk Ashley Wyatt

of Hope Mills, N.C. for a Clerknet list. All in favor. Motion carried.

#### **CLERKNET-ADVERTISING POLICY**

Received a request from Sara Shonrock for advertising things on Clerknet, such as the Community Economic Development Program. The consensus of the Board was that Clerknet continue to be used as is and the IMFOA website be used for advertising. (During this discussion, Chrissi left the meeting). Christina moved, Darryl seconded, to allow for the posting on the new IMFOA website of credited and non-credited educational opportunities. All in favor. Motion carried.

#### **CERTIFICATION FEES/CERTIFICATION DATABASE**

Aric reported on the cost for iCloud Storage and is trying to lower said costs. However, because these costs and the cost for the Certification Database update, the Certification fees may need to be adjusted in the near future.

Aric asked for some guidance on how much money can be spent on further development of the Certification Database. Darryl moved, Shelby seconded, to spend up to \$15,000 in additional funds with Delta Consulting for rebuilding the Certification Database. All in favor. Motion carried.

#### **FALL 2024 CONFERENCE PLANNING**

Discussed possibility of moving the Vendors to Wednesday night and having a banquet on Thursday night. Tricia also suggested having Dueling Pianos for entertainment. The Board will consider these options at the June Board Meeting.

#### **ADJOURNMENT**

With no further business, Shelby moved, Christina seconded, to adjourn at 2:16 p.m. All in favor. Motion carried.

Respectfully submitted,

Deb Wheatley Field,  
Secretary/Treasurer