

IOWA MUNICIPAL FINANCE OFFICERS ASSOCIATION
BOARD MEETING
JANUARY 10, 2025

President Tricia Maiers called the IMFOA Board of Directors teleconference to order at 1:00 p.m. with the following Board Members present: Trish Gleason, Brian Weuve, Karyl Bonjour, Shelby Hagan, Darryl Ten Pas, Chrissi Wiersma, Erin Learn, Dawn Siebken, Christina Eicher, and Deb Wheatley Field. Absent: none. Those with voting rights: Tricia, Shelby, Darryl, Trish, Chrissi, Dawn, Christina, and Brian.

MINUTES

Christina moved, Dawn seconded, to approve the November 16, 2024 minutes as presented. All in favor. Motion carried.

TREASURER'S REPORTS

Chrissi moved, Brian seconded, to approve the December Financial Report and November and December 2024 disbursements, as presented. All in favor. Motion carried.

IOWA LEAGUE OF CITIES DASHBOARD/WEBSITE UPDATE

Aric Cudnohosky explained the invoice from Delta 3 Consulting for work on the Certification Database and described the additional work that needs to be completed. He will obtain a quote on how much additional money will need to be spent on the Database. Darryl moved, Siebken seconded, to approve the payment of \$5,256 to Delta 3 Consulting. All in favor. Motion carried.

The Board acknowledged their appreciation for the exceptional job that Katie Wheeler has done in updating the new website. Tricia reported that thus far Katie has only spent 24.5 hours of the authorized 50 hours working on the website.

CODE OF ETHICS UPDATE

The Investigative Committee reported on their findings upon interviewing an alleged violator of the of IMFOA's Code of Ethics, which was due to the filing of a complaint. The Board discussed the findings at length to determine if the findings were supported by evidence and to also determine the appropriate sanction(s) to impose.

Shelby moved, Chrissi seconded, to approve the following actions, pending legal advice regarding item #6, in response to the findings of the investigation into the conduct of the alleged violator, pursuant to the IMFOA Rules of Procedure for Enforcement of the Code of Ethics:

1. Revocation of Membership & Certifications

- Revoke IMFOA membership and any certifications previously awarded to the alleged violator. This action ensures that the certifications reflect the high ethical and professional standards expected of IMFOA members.

2. Nullification of Previous Educations Trainings

- Declare all prior IMFOA educational trainings and certifications received by the

alleged violator null and void, requiring alleged violator to retake core training programs to ensure compliance with professional and ethical standards.

3. Suspension from IMFOA Conferences and Events

- Prohibit alleged violator from attending any IMFOA conferences, events, or activities for a period of one (1) year.

4. Mandatory Municipal Professional Institute Training

- Require alleged violator to complete the Municipal Professional Institute training program, including coursework on financial accountability, ethical decision-making, and compliance with municipal governance standards. Proof of completion must be submitted to the IMFOA Board before any consideration or reinstatement.

5. Reapplication for Membership

- Permit alleged violator to apply for IMFOA membership after April 1, 2027, contingent on alleged violator's ability to demonstrate adherence of the IMFOA Municipal Code of Ethics and successful completion of all required training.

6. Conditional Reinstatement

- Should alleged violator be reinstated as a member, alleged violator's membership will be on probationary terms for one (1) year. During this probationary period, alleged violator's conduct and adherence to the Code of Ethics will be monitored to ensure full compliance and commitment to professional standards.

Conclusion

These actions aim to address the violation comprehensively, provide an opportunity for remediation, and reaffirm the IMFOA's dedication to maintaining the highest standards of ethics and professionalism in municipal governance.

All in favor. Motion carried.

HOTEL ROOM POLICY FOR CONFERENCES

The Des Moines Holiday Inn Airport/Conference Center comps rooms (Wednesday and Thursday nights) for the President, Vice President, and Secretary/Treasurer. IMFOA comps rooms (Wednesday and Thursday nights) for the Certification Administrator, IIMC Region VI Directors and Wisconsin and Minnesota Presidents.

SPRING 2025 CONFERENCE PLANNING

Discussed attendees receiving their credits via completing a one question survey/QR Codes or from scanning badges. Shelby moved, Brian seconded, to use the survey/QR Code for credits. All in favor. Motion carried.

Tricia asked Board Members to visit a link she provided to give her their suggestions for which tee shirt to be sold in conjunction with the Spring Conference.

The consensus was to charge retirees attending the conference \$40, which will include meals and drinks.

Trish will work with Katie from the League regarding the sponsorships offered to the vendors for the conference, as well as work with the hotel regarding the food to be served.

NEXT BOARD MEETING

March 15, 2025 in Des Moines.

ADJOURNMENT

Brian moved, Dawn seconded, to adjourn at 3:21 p.m. All in favor. Motion carried.

Respectfully submitted,

Deb Wheatley Field,
Secretary/ Treasurer