

Minutes

Iowa League of Cities Executive Board

Thursday, June 23, 2022

10 a.m. – 2 p.m.

Present : Donny Hobbs, President
John Haila, President-Elect
Scott Naumann, Past President
Tom Cope, Director
Aaron Burnett, Director
Scott Wynja, Director
Michael Holton, Director
Bruce Perry, Director
Courtney Clarke, Director
Brian Wagner, Director
Tim Schmidt, Director
Susan Sembach, Director

Present on phone: Shirley McAdon, Director
Chris Taylor, Director
Ashley Vanorny, Director
Brad Cavanagh, Director

Absent: Quentin Hart, Immediate Past President
Ruth Randleman, Past President
Corrin Spiegel, Director

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

1. Call to Order

President Hobbs called the meeting to order at 10:11 a.m.

2. Executive Director Performance Evaluation

The board met in closed session for the annual performance evaluation of the executive director.

3. Consent Agenda

It was moved by Director Clarke and seconded by Director Cope to approve the consent agenda which included the minutes of the April 7, 2022 meeting of the Executive Board, League Associate Applications, the membership, investment reports and appointment of Anthony Brown, city administrator of Adel. Motion approved.

4. Financial Report

After the senior accountant reviewed the April 2022 financial report it was moved by Director Perry and seconded by Director Wynja to approve the report. Motion approved.

5. Reserve Funds Policy

The senior accountant reviewed the League's Reserve Funds Policy and requested the board approve the transfer of \$23,000 to the cash reserve account as required under the policy. It was moved by Past President Naumann and seconded by Director Cope to ratify the level of funds requested to be reserved. Motion approved.

6. League Investment Policy

The executive board provided the annual reviewed the League investment policy. It was moved by Director Perry and seconded by Director Taylor to approve the policy with no changes. Motion approved.

7. Joint Marketing and Service Agreement between the Iowa League of Cities and VC3 for Provision of Services

The executive director reviewed the amended marketing and service agreement with VC3, the company that offers the endorsed program known as IT in a Box. It was moved by Director Schmidt and seconded by Past President Naumann to approve the service agreement. Motion approved.

8. 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 Waterloo.

9. League Committee Reports

A. Nominating Committee

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

B. Policy Committee

The Leagues General Counsel and Director of Governmental Affairs reported on the 2022 Legislative Session and gave an update on Legislative Policy Committee meetings for the summer and fall.

10. Proposed Legislative Service Awards Recipients 2022

The general counsel led a discussion on the legislative services awards program and current and ongoing value to the League's advocacy efforts. It was moved by Director Perry and seconded by Director Cope to table discussion till the August board meeting and for staff to bring forward four names for the board to consider. Motion approved.

11. Updated League Litigation Policy

The executive director and general counsel provided an updated League Litigation Policy. It was moved by Director Holton and seconded by Director Vanorny to approve the changes. Motion approved.

Following a review of the request from Iowa City, it was moved by Director Haila and seconded by Director Wynja to approve the League's filing an amicus brief in support of the city. Motion approved.

12. Academic Institutions Partner Program Discussion

The executive director and the business relations coordinator provided a review of the options for developing a Community Alliance Program specifically designed for the unique relations with academic institutions. It was moved by Director Perry and seconded by Director Clarke to accept staff's recommendation not to develop a separate academic program. Motion approved.

It was also moved by Director Perry and seconded by President-elect Haila to increase the partner program to 24 participants. Motion approved.

13. Partner Program Overview

The business relations coordinator provided the executive board with an update on the partner program and requested ratification of the renewals for the upcoming year as well as consider two applications for the partner program. It was moved by Director Schmidt and seconded by Director Burnett to approve the current partners. Motion approved.

It was also moved by Director Perry and seconded by Director Burnett to approve Dordt and Simmering Cory as partners and asked staff to talk to Dordt about the other options the League has for academic institutes. Motion approved. Director Wynja abstained.

14. Strategic Initiatives

The executive director reviewed the strategic initiatives to fulfill the board's strategic goals. It was moved by Director Wynja and seconded by Director Schmidt to approve the strategic goals. Motion approved.

15. Update on the Utility Service Partners Endorsed Program

Ashley Shiwarski, Director Business Development provided an update on the current status of this League endorsed program.

16. League Office Space Update

The executive director provided an update on the League's office space timeline and options as the current lease expires in November 2023.

17. League Database Update

The director of information services provided an update on the League's database project.

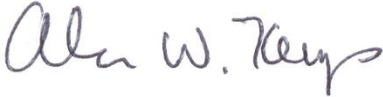
18. Other Business and Next Meeting

The next meeting of the Executive Board is 10 a.m., Thursday, August 11, 2022 at the Iowa League of Cities office.

19. Adjourn

The executive board adjourned at 2 p.m.

Respectfully submitted,

A handwritten signature in dark ink that reads "Alan W. Kemp". The signature is written in a cursive, slightly slanted style.

Alan W. Kemp
Executive Director