**Minutes**

**Iowa State Association of Counties – Board of Directors Meeting (Virtual)**

**ISAC Offices, 5500 Westown Parkway, Suite 190 West Des Moines, IA 50266**

**Phone 515.244.7181**

**Present:** Carla Becker, Burlin Matthews, Kris Colby, Linda Zuercher, Brian Gardner, Joel Rohne, Grant Veeder, Matt Cosgrove, Jean Keller, AJ Mumm, Jennifer Robbins, Brian McDonough, Shane Walter, Joan McCalmant, Barry Anderson, Brad Skinner

**Absent:** Richard Crouch, John Werden, Kevin Grieme, Dawn Smith, Elizabeth Ledvina, Melvyn Houser

**Guests:** Andrea James, Brett Halley

**Staff :** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Katie Cook, Kelsey Sebern, Tammy Norman, Molly Hill, Jacy Ripperger, Beth Manley, Lucas Beenken, Jamie Cashman

**Wednesday, February 10, 2021 – Virtual**

President Carla Becker called the meeting to order and led the Board in the Pledge of Allegiance.

President Becker swore in board members that had not previously been sworn in.

**Approval of Minutes**

Moved by Burlin Matthews, seconded by Brian Gardner to approve the meeting minutes of the January 15, 2021 ISAC Board of Directors as written. The motion passed unanimously.

Moved by Brian Gardner, seconded by Kris Colby to approve the meeting minutes of the January 27, 2021 ISAC Executive Committee as written. The motion passed unanimously.

**Management Report**

Brad Holtan reviewed highlights and required changes to ISAC’s 990.

Moved by Barry Anderson, seconded by Joel Rohne to approve the ISAC 990 as presented. The motion passed unanimously.

Rachel Bennett reported that 2021 ISAC Golden Eagle nominations are now being accepted and reviewed program criteria.

Rachel reported that ISAC is partnering with the NACo High Performance Leadership Academy to host an Iowa Counties Cohort beginning April 26.

Kristi Harshbarger gave an update on legal matters.

**FY 2022 ISAC Budget Presentation**

Bill Peterson gave an overview of ISAC’s financial position and what it means for the FY 2022 budget. Brad highlighted line items of note and specific effects of the COVID-19 pandemic. He explained changes to the ISAC staff health plan in detail. Bill reviewed the following summary of proposed recommendations for action:

* County dues – no change recommended.
* ISAC conference registration fees – no increase in spring and annual conference registration. ISAC University registration increased by $15.
* Approve 3.0% increase cost of living adjustment for staff salaries.
* Approve salary adjustment fund of $30,000.
* Executive Director salary recommendation to be $181,868 according to three-year salary adjustment plan adopted in 2019.
* Approve recommended health benefit adjustments.
* Approve student loan repayment program.

Bottom line = Operating fund balance of $439,976

Reserve Fund balance = $893,705

Depreciation Fund balance = $175,000

Building Development Fund = $250,000

The Board discussed the proposal at length and came to the consensus to remove the student loan repayment program from the proposal. More information and details were requested.

Moved by Brian Gardner, seconded by Linda Zuercher to recommend to the membership the proposed FY 2022 ISAC Budget proposed less the student loan repayment program. The motion passed unanimously.

**ISAC Investment Report**

Brett Halley and Andrea James, Wells Fargo Investment Services, gave an overview and summary of ISAC’s investment portfolio.

**Conference and Meeting Report**

Rachel Bennett reported that ISAC Virtual County Day at the Capitol originally scheduled for February 17 was canceled due to logistical and scheduling concerns. The Public Health Webinar will continue to be held that afternoon.

Kristi Harshbarger reported that ISAC reached a cancelation penalty agreement with the Hilton and the Iowa Events Center for the 2021 ISAC Spring Conference. She recommended paying penalties of $15,000 with $5,000 going toward a future event to the Hilton and $15,000 to the Events Center.

Moved by Barry Anderson, seconded by Brian Gardner to approve the cancelation penalties as presented. The motion passed unanimously.

Kelsey Sebern reviewed the ISAC Virtual Spring Conference schedule of events. Jacy Ripperger gave an update on sponsorships and preferred vendor opportunities.

Rachel reviewed details of the 2021 NACo Virtual Legislative Conference being held throughout the month of March and reported that the status of the 2021 NACo Annual Conference is unknown at this time.

**Scholarship Update**

Katie Cook presented the 2021 ISAC Scholarship winners to the ISAC Board. Presentation of awards will be given during the ISAC Virtual Spring Conference General Session on March 24.

**Legislative Report**

Jamie Cashman and Lucas Beenken reported on the status of ISAC’s legislative priorities and objectives. Jamie gave an update on state and federal COVID-19 pandemic relief.

President Becker adjourned the meeting at 11:30 am.