**Minutes**

**Iowa State Association of Counties**

**Board of Directors Meeting**

**ISAC Office, 5500 Westown Parkway, Suite 190, West Des Moines, Iowa**

**Phone 515.244.7181**

**Present:** Eric Stierman, Burlin Matthews, Carla Becker, Richard Crouch, Matt Cosgrove, John Werden, Brian Gardner, Kathy Babcock, Elizabeth Ledvina, Jean Keller, Brad Skinner, Lonny Pulkrabek, Kim Painter, Gene Meiners, AJ Mumm, Grant Veeder, Shane Walter

**Conference Call:** Russell Wood, Melvyn Houser, Joel Rohne, Joe Neary

**Absent:** Joan McCalmant, Peggy Rice

**Guest:** Wayne Walter

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Kelsey Sebern, Brad Holtan, Jeanine Scott, Jacy Ripperger, Jamie Cashman, Lucas Beenken

**Friday, January 18, 2019**

ISAC President Eric Stierman called the meeting to order at 8:30 am and led the Board in the Pledge of Allegiance.

Wayne Walter swore in President Stierman, the ISAC Executive Committee, and all members of the ISAC Board of Directors.

**Approval of Minutes**

Moved by Kathy Babcock, seconded by Kim Painter to approve as written the meeting minutes of the November 15-16, 2018 ISAC Board of Directors. The motion passed unanimously.

**Management Report**

Brad Holtan reviewed highlights of the financial report ending on November 30, 2018. He gave an overview of ISAC’s funds and programs. The auditors, supervisors, and SEAT have all signed contracts for ISAC to handle their financials.

Moved by Lonny Pulkrabek, seconded by Matt Cosgrove to accept the November 30 financial report as presented. The motion passed unanimously.

**ISAC and Education Foundation 990**

The ISAC and Education Foundation 990s have received a six-month extension. They will be brought to the Board prior to the May deadline.

Bill Peterson reviewed the ISAC budget approval process. The ISAC Executive Committee will meet on January 30 to review the proposed budget and to make recommendations to the ISAC Board. The ISAC Board will meet on February 7, and the ISAC membership will vote on the board recommended FY 2020 budget on March 14 during the ISAC Spring Conference.

Brad reviewed the ISAC Board of Directors conflict of interest statement. Board members were asked to sign and return the form.

Kristi reviewed the board policy related to exhibitors and vendors at ISAC conferences. The policy was approved during the Board’s October meeting. Recently, a competitor to Precinct Atlas was disallowed to attend and members issued concerns. The Board discussed the policy and the need for the policy amply.

Moved by Brian Gardner, seconded by Kathy Babcock to reaffirm the exhibitors and vendors at ISAC conferences policy. The motion passed unanimously.

ISAC appoints one county supervisor and two county treasurers to the IPAIT Board of Directors. One of the treasurer appointments is currently vacant. The Iowa State County Treasurers’ Association Executive Committee nominated Jarret Heil, Marshall County Treasurer, to fill the vacancy.

Moved by Burlin Matthews, seconded by Gene Meiners to approve the recommended appointment to the IPAIT Board of Directors. The motion passed unanimously.

Jamie Cashman and Lucas Beenken updated the Board on actions taken during the first week of the legislative session and gave an outlook for the session. Rachel Bennett showed the Mental Health and Disability Services (MH/DS) videos and gave an overview of the social media campaign that will continue through the session.

Moved by Grant Veeder, seconded by Lonny Pulkrabek to recess the ISAC Board of Directors. The motion passed unanimously.

President Stierman reconvened the ISAC Board at the end of the ICTS Board of Directors meeting.

**Conference and Meeting Report**

Kelsey Sebern reported a great turnout for the 2019 New County Officers School that was held on January 16-17. The Board agreed that the Sheraton West Des Moines is a great location for this meeting and ISAC University.

Kelsey reported that 2019 ISAC County Day at the Capitol is being held on March 13 and that all affiliates will be asked to display around the Rotunda. Rachel reported that special focus will be given to the MH/DS campaign during the event including media involvement.

Kelsey reported that registration and hotel number for the 2019 ISAC Spring Conference are good so far and reiterated the need for members to use ISAC hotel room blocks because of existing contracts. Jacy Ripperger gave an update on preferred vendors and conference exhibitors and sponsors.

Kelsey included the 2019 ISAC Board of Directors meeting schedule in the board materials.

**NACo Report**

Eric Stierman and Bill Peterson gave an overview of the NCCAE State Association Presidents and Executive Directors meeting that they attended in Washington, D.C. Overall it was a great meeting and experience.

Rachel reviewed Iowa-specific meetings and events being held in conjunction with the 2019 NACo Legislative Conference.

President Stierman adjourned the meeting following board members sharing issues, concerns, ideas, achievements, etc. with other board members.