**Minutes**

**Iowa State Association of Counties**

**Board of Directors Meeting­­­**

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

**Phone: 515.244.7181**

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**Present:** Peggy Rice, Lonny Pulkrabek, Eric Stierman, Burlin Matthews, Joan McCalmant, Melvyn Houser, Carl Mattes, Grant Veeder, Joel Rohne, Brad Skinner, Joe Neary, Marilyn Dopheide, Mark Sybesma, Tim Huey

**Absent:** AJ Mumm, Kathy Babcock, Wayne Reisetter, Matt Cosgrove, Shane Walter, Elizabeth Ledvina, Jean Keller

**Guests:** Nicole Loux, Sara Rolffs, Iowa League of Cities Board of Directors and Staff

**Staff:** Bill Peterson, Rachel Bennett, Brad Holtan, Kelsey Sebern, Jeanine Scott, Jamie Cashman, Lucas Beenken, Beth Manley, Robin Harlow

**Thursday, June 15, 2017**

ISAC President Peggy Rice called the meeting to order at 9:30 am and led the Board in the Pledge of Allegiance.

Moved by Burlin Matthews, seconded by Grant Veeder to accept the meeting minutes of the April 7, 2017 ISAC Board of Directors. The motion passed unanimously.

President Rice recessed the meeting and reconvened following the Iowa Counties Technology Services Board of Directors Meetings.

**ISAC Golden Eagle Committee Report**

Rachel Bennett distributed meeting minutes of the June 15 ISAC Golden Eagle Committee. The committee recommended that Wayne Clinton, former Story County Supervisor, be named the 2017 ISAC Golden Eagle.

Moved by Joe Neary, seconded by Grant Veeder to accept the committee recommendation. The motion passed unanimously.

**Meeting with Financial Auditor**

Nicole Loux and Sara Rolffs, McGowen Hurst, Clark & Smith, P.C., discussed issues related to the FY 2017 audit. Staff was dismissed so that any issues of concern could be raised with the auditors. The Board discussed investment policies upon return or staff.

**Management and Financial Report**

Brad Holtan reviewed the financial report as of May 31, 2017. He reviewed revenue and expenditure line items that are expected to be over budget for FY 2017.

Moved by Eric Stierman, seconded by Melvyn Houser to approve the financial report. The motion passed unanimously.

Bill Peterson and Jeanine Scott gave an update on the Iowa Precinct Atlas Consortium (IPAC) contract. There will be a transition period during which ISAC staff will work closely with Cerro Gordo County. Details of staffing, future developments, and security were discussed. Also, the Board discussed future significant increases in technology related to IPAC.

Moved by Melvyn Houser, seconded by Burlin Matthews, to approve the IPAC contract as presented. The motion passed unanimously.

**Government Relations Activities Report**

Jamie Cashman and Lucas Beenken gave a final review of the 2017 legislative session and an outlook of the 2018 session. They gave the timeline for the legislative process including the Legislative Policy Committee meetings and online voting.

**Conference and Meeting Report**

Brad gave an update on golfers and sponsors for the ISAC Scholarship Golf Fundraiser being held on August 2 at Toad Valley Golf Course in Pleasant Hill.

Kelsey Sebern gave an update on registration and hotel numbers for the 2017 ISAC Annual Conference. She also reviewed the Board scenario for the event.

Bill Peterson gave an update on issues that members experienced during conference and hotel registration on June 14. Although there were many issues, a record number of registrations and hotel reservations were made within the first couple of hours after registration opened. There was slowness experienced in the system for the first 10 to 15 minutes. The system did not crash and returned to regular speed following the initial rush. Invoices arrived at the cost of $600 instead of $200 for many members. This was due to a system bug related to non-member registrations. Only one session of seven was available in the system. This was due to a system bug related to over 100,000 vendor registrations being created. Lastly, the 10-digit hotel registration code was missing from many invoices and the link on invoices was hard to read. This issue has not yet been diagnosed. ISAC staff will be making personal phone calls to all registered individuals to discuss the issues and to manually get them registered for the conference sessions. The Board discussed the registration system at system at length.

Rachel Bennett reviewed information related to the 2017 NACo Annual Conference being held in Columbus, Ohio in July.

President Rice recessed the Board and reconvened at the Iowa League of Cities office.

**Iowa State Association of Counties and Iowa League of Cities Joint Board of Directors Meeting­­­**

**Iowa League of Cities, 500 SW 7th Street, Des Moines, Iowa**

**Phone: 515.244.7282**

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**Present:** Peggy Rice, Lonny Pulkrabek, Eric Stierman, Burlin Matthews, Joan McCalmant, Melvyn Houser, Carl Mattes, Grant Veeder, Marilyn Dopheide, Mark Sybesma, Tim Huey

**Absent:** AJ Mumm, Kathy Babcock, Wayne Reisetter, Matt Cosgrove, Shane Walter, Elizabeth Ledvina, Jean Keller, Joel Rohne, Brad Skinner, Joe Neary

**Staff:** Bill Peterson, Rachel Bennett, Jamie Cashman, Lucas Beenken, Robin Harlow, Beth Manley

President Rice and Iowa League of Cities (League) President Jim Erb, Charles City Mayor, welcomed the boards and all attendees gave introductions.

Lucas Beenken and Mickey Shields, League Assistant Director of Membership Services, gave presentations on county and city finances. The Boards amply discussed maintaining the property tax backfill, local control and preemption, and rural Iowa sustainability.

President Rice adjourned the meeting at 3:00 pm.