

Minutes - Iowa State Association of Counties (ISAC)

ISAC Board of Directors

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

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Present: Brian Gardner, Barry Anderson, Linda Zuercher, Brian McDonough, Carissa Sisson, Mark Campbell, Mary Ward, Kevin Grieme, Wade Weiss, Sandy Bubke, Patrick Sweeney, Micah Van Maanen, Richard Crouch, Dave Muhlbauer, Mike Miner, Carla Becker

Absent: Grant Veeder, Rhonda Deters, A.J. Mumm, John Werden, Danelle Bruce

Guest: Joan McCalmant

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

Friday, January 20, 2023

ISAC President Brian Gardner called the meeting to order at 8:45 am and led the Board in the Pledge of Allegiance. Board and staff members introduced themselves.

Appointment of Past President

Bill Peterson reported that there is an opening on the Board for the third past president seat. Melvyn Houser is the most recent past president who is eligible for the position.

Richard Crouch moved, Barry Anderson seconded to approve Melvyn Houser to fill the third past president seat on the ISAC Board of Directors. The motion passed unanimously.

Swearing in of Executive Officers and Board of Directors

President Gardner was sworn in by ISAC Past President Joan McCalmant. The Executive Committee and all attending ISAC Board members were sworn in as well.

ISAC New Member Board Orientation

Bill reported that he will be doing an overview of the organization for the seven new members of the Board and a refresher for the existing members. He gave an introduction of the Association as well as a description of the roles of the ISAC Board of Directors, Executive Committee, members, and affiliates. He gave a detailed overview of the ISAC staff and its duties and responsibilities.

Approval of Minutes

Moved by Brian McDonough, seconded by Barry Anderson to approve as written the November 9-10, 2022, meeting minutes of the ISAC Board of Directors. The motion passed unanimously.

Moved by Mary Ward, seconded by Richard Crouch to approve as written the December 12, 2022, meeting minutes of the ISAC Nominating Committee. The motion passed unanimously.

Moved by Mark Campbell, seconded by Carissa Sisson to approve as written the December 21, 2022, meeting minutes of the ISAC Board of Directors. The motion passed unanimously.

ISAC Scholarship Planning Committee Report and Recommendation

Katie Cook reported that the Scholarship Planning Committee met prior to the board meeting to review past scholarships and the balance sheet of the ISAC Education Foundation. The Committee recommended

six district scholarships at \$2,000 each and a past president's scholarship in the amount of \$3,000. The recommended total to be awarded in 2023 is \$15,000.

Moved by Wade Weiss, seconded by Mary Ward to approve the 2023 scholarship award recommendation. The motion passed unanimously.

Conference and Meeting Report

Kelsey Sebern reported an increase in attendance and great feedback for the 2023 ISAC New County Officers School.

Kelsey reviewed the 2023 ISAC Spring Conference agenda. Registrations and hotel room reservations are ahead of schedule. Jacy reported that exhibit booth sales are also going very well.

Kelsey made available the 2023 ISAC Board meeting schedule for board members.

Rachel Bennett gave an overview of the schedule for the 2023 NACo Legislative Conference.

Management Report

Brad Holtan gave highlights of the November and December 2022 ISAC financial reports.

Moved by Linda Zuercher, seconded by Sandy Bubke to accept the November and December 2022 ISAC financial reports as presented. The motion passed unanimously.

Brad reviewed the ISAC 990.

Moved by Barry Anderson, seconded by Dave Muhlbauer to accept the ISAC 990 as presented. The motions passed unanimously.

Bill reviewed the FY 2024 ISAC Budget approval process.

Brad reviewed and made available to all board members the ISAC Board of Directors Conflict of Interest Statement. He asked board members to sign and return the acknowledgement of receipt.

Kristi Harshbarger gave an update on legal matters.

Katie gave the history of the ISAC office project for new board members. ISAC staff has requested that BBS provide an estimate for the smaller scope option including going out for bid. The Board will be asked to act during the February meeting.

Legislative Report

Jamie Cashman and Lucas Beenken gave an update on the legislative session including ISAC's legislative objectives, priorities, and bills affecting counties. Board members asked for clarification on bills of interest.

President Gardner gave an overview of the NCCAE Presidents and Executives Directors Conference on January 11-13, 2023. Bill, Richard Crouch, and he attended.

President Gardner adjourned the meeting at 12:15 pm following discussion by board members.