**Minutes Wednesday, May 1, 2024 (Virtual)**

**Iowa State Association of Counties Board of Directors**

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

**Phone 515.244.7181**

**Present:** Barry Anderson, Mark Campbell, Linda Zuercher, Brad Kunkel, Richard Crouch, Mike Miner, John Werden, Josh Busard, Wade Weiss, Sandy Bubke, Carissa Sisson, Micah Van Maanen, Mary Ward, Grant Veeder, AJ Mumm, Patrick Sweeney, Russell Wood, Carla Becker, Melvyn Houser

**Absent:** Eric Van Lancker, Kevin Grieme, Dave Muhlbauer, Brian Gardner

**Guests:** Jose Garcia

**Staff:** Bill Peterson, Rachel Bennett, Kristi Harshbarger, Brad Holtan, Kelsey Sebern, Katie Cook, Jacy Ripperger, Molly Hill, Joel Rohne, Tammy Norman, Courtney Biere

**Wednesday, May 1 (Virtual)**

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

**Approval of Minutes**

Moved by Richard Crouch, seconded by Carissa Sisson to approve the ISAC Board of Directors meeting minutes from February 21, 2024. The motion passed unanimously.

Moved by Grant Veeder, seconded by Russell Wood to approve the 2024 ISAC Spring Conference General Session minutes from March 14, 2024. The motion passed unanimously.

Moved by Grant Veeder, seconded by Sandy Bubke to approve the ISAC Board of Directors meeting minutes from April 3, 2024. A spelling error was noted. The motion passed unanimously.

**Meeting with Financial Auditor**

Jose Garcia, McGowen, Hurst, Clark & Smith (MHCS), P.C., discussed issues related to the FY 2024 audit with the ISAC Board. The ISAC Board members were asked to raise any issues or concerns prior to the start of the audit scheduled for August 2024 with President Anderson and Jose directly.

The ISAC Board recessed and reconvened following adjournment of the Iowa Group Benefits Program Board of Directors meeting.

**Report of Articles and Bylaws Committee Meeting**

Kristi Harshbarger gave an overview of the changes proposed by the ISAC Articles and Bylaws Committee. Once finalized, changes to the Articles will be approved by an electronic vote of the membership. The bylaws require a resolution by the Board to update following member approval. A draft of the changes has been sent to the IRS for their review and the process for member approval of the changes will not begin until that feedback is received.

Moved by Russell Wood, seconded by Melvyn Houser to recommend the changes to the ISAC Articles for a vote of the membership for approval. The motion passed unanimously.

Moved by Grant Veeder, seconded by Brad Kunkel to approve the recommended changes to the bylaws pending membership approval of the Articles. The motion passed unanimously.

The ISAC Board recessed and reconvened following the Iowa Counties Technology Services Board of Directors meeting.

**Management and Financial Report**

Brad Holtan reviewed highlights from the March 31, 2024, ISAC financial report. The April and May financials will contain some changes due to the completion of the fixed assets project and building renovation expenses.

Moved by Melvyn Houser, seconded by Richard Crouch to approve the financial report as presented. The motion passed unanimously.

For informational purposes, Brad gave highlights of ISAC’s quarterly investment report.

Brad gave an overview of the Technology Service Bureau (TSB) financials for FY 2024. They did not have funding in FY 2024 because the appropriation made by the Iowa Legislature during the 2023 legislative session went elsewhere.

Moved by Melvyn Houser, seconded by Grant Veeder to approve waiving up to $300,000 in TSB receivables in FY 2024. The motion passed unanimously.

Bill Peterson presented information in response to an earlier discussion of the ISAC Board related to collecting NACo membership dues with ISAC dues. He included and reviewed informational documents related to the dues cost by county, current NACo membership status, as well as research from states who collect NACo dues in various ways. Discussion included logistical, budgeting, and the current county budget challenges. A suggestion was made to promote membership through affiliates and not just supervisors.

**NACo Activities**

Rachel Bennett reported that the 2024 NACo Annual Conference is being held in Tampa, Florida, on July 12-15. She reviewed a tentative agenda of conference highlights and Iowa-specific scheduling.

Bill reviewed the process for submitting applications for NACo Presidential Appointments with NACo. He also asked members to contact him directly for steering committee appointments.

**ISAC Conference Report**

Kelsey Sebern reported that the 2024 ISAC Spring Conference was a success. ISAC staff received great feedback from members during and following the conference. Jacy Ripperger reported that we had a good turnout of exhibitors, and they were also pleased.

Brad reported that golfer and sponsor registration is open, and work is underway for the 19th Annual ISAC Scholarship Golf Fundraiser being held at Toad Valley Golf Course in Pleasant Hill on July 17.

Kelsey presented two options for the 2024 ISAC Annual Conference agenda. Option one includes a keynote speaker but moves the General Session to the first morning of the conference, risking lower attendance. Option two leaves the agenda as it has been in the past with the General Session in the afternoon without a keynote speaker. The consensus of the Board was that a keynote speaker adds a lot of value.

Moved by Linda Zuercher, seconded by Melvyn Houser to approve agenda option one. The motion passed unanimously.

President Anderson invited all Board members to save the date for the ISAC Board Retreat that is being held in Clay County on October 2-4. The agenda and RSVPs will be sent soon.

Jamie Cashman and Lucas Beenken gave an overview of the 2024 Legislative Session. They reported on ISAC’s legislative priorities and objectives, other bills of interest to counties, as well as answered questions.

Rachel reviewed the 2024-2025 ISAC policy development process.

Staff was dismissed, and the Board went into a closed session.

President Anderson adjourned the meeting.