

## Minutes

Iowa League of Cities Executive Board  
500 SW 7<sup>th</sup> Street, Suite 101 – Des Moines  
Thursday, June 20, 2019

Present in person: Scott Naumann, President  
John Lundell, Immediate Past President  
Terry Donahue, Past President  
Nancy Earles, Director  
Donny Hobbs, Director  
David Jones, Director  
Jessica Kinser, Director  
Tom Lazio, President-elect  
Dawn Meyer, Director  
Shirley McAdon, Director  
Al Roder, Director  
Scott Sanders, Director  
Tim Schmidt, Director  
Matt Walsh, Past President

Present on phone: John Drury, Director  
Corrin Spiegel, Director

Absent: Frank Darrah, Director  
Quentin Hart, Director  
Bob Scott, Director

Also Present: Alan Kemp, Executive Director  
Shannon Busby, Office Manager  
Alison Deiter, Senior Accountant  
Erin Mullenix, Research Director  
Robert Palmer, General Counsel and Director of Government Affairs  
Heather Roberts, Director of Information Services  
Mickey Shields, Director of Membership Services  
Paul Kruse, Director-Iowa Office of PMA Financial Network  
TL Cox, Baker Tilly (on the phone)

### 1. Call to Order

President Naumann will call the meeting to order at 10:09 a.m.

### 2. Executive Director Performance Evaluation

The board met in closed session for the annual performance evaluation of the executive director.

### 3. Joint Meeting with the Iowa Municipalities Workers' Compensation Association Board

#### A. Salary Survey

TL Cox, Principal with Baker Tilly, provided an overview of the results from the recent salary survey conducted for the current positions at the League.

## **B. Planned Migration to Cloud Based Computing**

The director of information technology provided an overview of the plan to migrate various computing systems for both entities to a cloud-based environment.

### **4. Consent Agenda**

It was moved by Past President Donahue and seconded by Director Kinser to approve the consent agenda which included the minutes of the April 25, 2019 meeting of the Executive Board, League Associate Applications, and the membership and investment reports. Motion approved.

### **5. Financial Report**

The senior accountant reviewed the February 2019 financial report. It was moved by Director Jones and seconded by Director Roder to approve the minutes as presented. Motion approved.

### **6. Reserve Funds Policy**

The senior accountant reviewed the Reserve Funds Policy and fund balance as required annually. It was moved by Past President Donahue and seconded by Director Roder to ratify the level of funds reserved. Motion approved.

### **7. League Investment Policy**

As required, the executive board reviewed the League investment policy. It was moved by Director Kinser and seconded by Director Schmidt to approve the policy with no changes. Motion approved.

### **8. Proposed Budget for Fiscal Year 2019/2020**

The senior accountant reviewed the proposed operating budget for the 2019/2020 fiscal year. It was moved by Immediate Past President Lundell and seconded by Director Hobbs to approve the budget as presented. Motion approved.

### **9. BlueToad Contract Renewal**

The senior accountant proposed the renewal and expansion of an amended BlueToad, Inc. contract, for the League's electronic publication of *Cityscape*. It was moved by Director Schmidt and seconded by Director Earles to approve the three year contract. Motion approved.

### **10. Broadband Contract**

The director of information services reviewed the proposed contract for expanded internet bandwidth. It was moved by Director Schmidt and seconded by Director Meyer to approve the contract. Past President Donahue was a nay.

### **11. Appointment to the Iowa Public Agency Investment Trust**

President Naumann sought approval for the appointment of Jeff Nemmers, finance director of Fort Dodge, to fill the vacancy on the Board of Directors of the Iowa Public Agency Investment Trust (IPAIT). It was moved by Past President Donahue and seconded by Director Kinser to approve the appointment. Motion approved.

### **12. Update on the Iowa Public Agency Investment Trust**

Paul Kruse, Senior Vice President, Director-Iowa Office of PMA Financial Network, provided an update on this League endorsed program.

### **13. Annual Conference & Exhibit Update**

The director of membership services reported on plans for the upcoming Annual Conference & Exhibit and asked directors and officers of the Board to attend and encourage others to attend the event in Dubuque.

**14. League Committee Reports**

**A. Nominating Committee**

The executive director reviewed the process for setting the slate of officers and directors to be submitted to the membership at the Annual Business Meeting.

**B. Policy Committee**

The executive director reported on the meeting to occur June 25, 2019.

**15. Proposed Legislative Service Awards Recipients 2019**

It was moved by Immediate Past President Lundell and seconded by Past President Walsh to present the award to the two individuals recommended by the general counsel and director of government affairs. Motion approved.

**16. Code of Conduct**

President Naumann presented a proposed Code of Conduct for the executive board to consider. It was moved by President-elect Lazio and seconded by Director Schmidt to approve the code of conduct as presented.

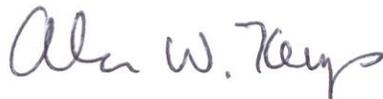
**17. Other Business and Next Meeting**

The next meeting of the Executive Board is 10 a.m., Thursday, August 15, 2019 at the Iowa League of Cities office.

**18. Adjourn**

The executive board adjourned at 1:31 p.m.

Respectfully submitted,



Alan W. Kemp  
Executive Director