

## Minutes

Iowa League of Cities Executive Board

Thursday, April 28, 2016

Iowa League of Cities – Des Moines

Present: Matt Walsh, President  
Jim Erb, President-elect  
Reynold Peterson, Immediate Past President  
Kris Gulick, Past President  
Ruth Randleman, Past President  
Patty Anderson, Director  
Kay Cmelik, Director  
John Drury, Director  
Linda Gaul, Director  
Suellen Kolbet, Director  
John Lundell, Director  
Gregg Mandsager, Director  
Scott Naumann, Director  
Scott Peterson, Director  
Kim Sacker, Director  
Scott Sanders, Director  
Hans Trousil, Director

Absent: Frank Darrah, Director  
Kim Downs, Director

Also Present: Alan Kemp, Executive Director  
Shannon Busby, Office Manager  
Bethany Crile, Communications Coordinator  
Alison Deiter, Accountant  
Mark Tomb, Director of Membership Services  
Dustin Miller, General Counsel  
Dana Monosmith, Controller  
Erin Mullenix, Research Director  
Heather Roberts, Director of Information Services  
Mickey Shields, Assistant Director of Membership Services  
Mark Tomb, Director of Membership Services  
Chris Oltmanns, Program Manager with U.S. Communities

**1. Call to Order**

President Walsh called the meeting to order at 11:04 a.m.

**2. Executive Director Performance Evaluation**

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

**3. Consent Agenda**

It was moved by Director Sacker and seconded by Director Cmelik to approve the March 2 meeting minutes, League Associate Applications, the Membership and Investment Reports and the Wells Fargo Banking Agreement. Motion approved.

- 4. Financial Report**

After reviewing the February 2016 financial report it was moved by Director Naumann and seconded by Director Anderson to approve the financials. Motion approved.
- 5. Proposed Budget for Fiscal Year 2016/17**

The executive director and accountant reviewed the proposed operating budget for Fiscal Year 2016/17. It was moved by Director Trousil and seconded by Immediate Past President Peterson to approve the budget as presented. Motion approved.
- 6. Approval of Membership Dues for Fiscal Year 2016/17**

The executive director and controller sought approval of the membership dues to be included in the budget for FY2016/17. It was moved by Director Peterson and seconded by Director Gaul to approve the dues as presented. Motion approved.
- 7. Legislative Update**

The general counsel provided a review of the nearly completed 2016 legislative session.
- 8. League Committee Reports**
  - A. Annual Conference Site Selection Committee**

The communications coordinator and Directors Cmelik and Sacker presented the committee's recommendation for the host of the 2020 Annual Conference & Exhibit. It was moved by Past President Randleman and seconded by Past President Gulick to ratify the committee's recommendation. Motion approved.
- 9. Contract with DoubleDutch for Conference App**

The executive director sought the board's permission to enter into a two-year contract with DoubleDutch to provide services for an app for the Annual Conference & Exhibit in 2016 and 2017. It was moved by Director Cmelik and seconded by Past President Randleman to enter into the agreement with DoubleDutch. Motion approved.
- 10. U.S. Communities Government Purchasing Alliance Update**

U.S. Communities is a League and NLC endorsed purchasing program. Chris Oltmanns, Program Manager with U.S. Communities discussed the program and answered questions.
- 11. Nuisance Abatement Manual**

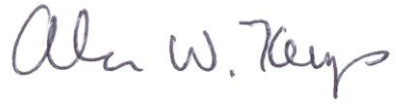
The assistant director of membership services presented the recently published Nuisance Abatement Manual.
- 12. Awards and Nominating Committee**

The executive director encouraged the board to nominate officials for the Rhonda Wood Smith Award and Hall of Fame, as well as identify potential members of the Executive Board. He also reviewed the process the Awards Committee and Nominating Committee use to select recipients.
- 13. Other Business and Next Meeting**

The next meeting of the Executive Board is scheduled for Thursday, June 16 at the Iowa League of Cities office in Des Moines.

**14. Adjourn**

Respectfully submitted,

A handwritten signature in cursive script that reads "Alan W. Kemp". The signature is written in a dark ink and is positioned below the typed name.

Alan W. Kemp  
Executive Director