

Iowa Corrections Association
Board of Directors Meeting
August 3, 2022
Central Office

Members Present: Ashley Lappe, Tenette Carlson, Jodee Glover, Janet Barrett, Amber Connelly, Hailey Hatrick, Jill Benz, Amber Stewart, Matt Miller, Chad Mackie, Mike Heinrichy-
via zoom

The meeting was called to order at 10:00 a.m.

Treasurer's Report: Hailey has taken over the treasurer's position from Janet. THANK YOU Janet for stepping up and filling in. Hailey will be opening up an account with \$24,000 at the planned Dupaco Community Credit Union. United Bank will remain open to ensure all checks have cleared. Hailey plans to obtain a credit card for ICA as well as investigate investments with Dupaco. Motion to approve Quicken software by Ashley, 2nd by Chad, MC. Agreed to add Matt Miller to accounts to streamline issues if Hailey is out our unavailable.

Survey Responses: Approximately 100 responses were received from Spring Conference survey. Nothing unreasonable to review, mostly regarding space at venue, suggestions for upcoming conferences. Upcoming conferences will be Honey Creek in September, Cedar Rapids for Spring of 2023, DSM Fall of 2023. Ashley, Tennie and Janet will begin searching for possible hotel accommodations for the Fall of 2023.

Fall Conference HC: Approved the 25 for \$25 to continue to give back to our members. Publicity did not use their allotted \$700 from last year. Agreed to give 5 spring conference registrations/membership for Fall at HC conference. Discussed member vs nonmember registration rates. Agreed to increase nonmember conference rate to \$125. Motion by Janet, 2nd by Matt, MC. Donations are being sought for Fall Conference. Ashley will reach out to Sarah and get back to the Board. This will include the donation spreadsheet. Ashley will disperse the donation letter and send out as well.

Committee Liaisons: Please ensure you are reaching out to your committees to ensure they are getting the support they need from the board. See updated and attached. Please work on filling the openings.

Fundraising: Tabled until Spring for Banquet Meals. Jill will check on gambling license.

Registration: Hailey will meet with Julie Hicks at Fall Conference to educate on Square and Affini Pay. Ashley will separate paid and unpaid registrations by Wednesday morning to avoid issues at registration table.

Training: Hailey and Kathy K are working with DHS on online training options. Suggested August or wait until October. Please send ideas to Hailey. Hailey will then email ideas for

approval. Discussed a Leadership series. Ashley agreed to talk with “Leaders-District Directors, Wardens and Beth” to ensure direction and support.

New Business:

All future hotel sites must have completed the training for Human Trafficking. Need to ensure all ICA hotels in the future meet this requirement.

Annual Financial Review was held without issues.

NEXT Board meeting: September 7, 2022 at 11am. Honey Creek Resort.

Respectfully submitted,

Tenette Carlson

Attachments:

ICA Committee Co-Chairs

Financials

Job Descriptions

ICA Bylaws