

**Iowa Corrections Association
Board of Directors Meeting
February 6, 2020
Central Office, Des Moines**

Members Present: Janet Barrett, Jason Hute, , Ashley Lappe, Ryan Gustafson, , Tenette Carlson, Sean Nelson, Lori Cook Emma Dedic, Tiffany Miller

Absent: Todd Roberts, Kathy Khommanyvong

Guests: Terra Barrett

The meeting was called to order at 9:11 a.m.

October Meeting Minutes: These were emailed to board members previously. Janet moved to approve the minutes as written, 2nd by Emma. Motion carried.

Treasurer Report: See attached. Ryan suggested the possibility of a mutual fund to assist with better returns. Lori will look in to it further. Motion made by Lori to close the current credit card due to the monthly fee and to close the account in Cedar Falls. 2nd by Ashley, motion carried. Lori will be looking in to combining our accounts and the possibility of a new credit card that doesn't charge a monthly fee.

Committee Chairs/Liaisons: Janet will update and send under separate cover.

Committees:

Membership: Jason reported that we have 201 members, 6 retired members and 137 friends. Janet agreed to clean off some of the older pictures on the website to see if the page will run faster. A new board picture was taken today, as well as individual pictures. Janet and Tiffany will work on putting links to vendors on the website. Discussion took place recognizing donations for the CR conference in the program. Jason will check with Cord about "coloring" up the website page so it isn't all black and white.

Merchandise: Good news....online ordering is close to going live. This will enable our members to order online and pick up at the upcoming conference. They will be checking on a "ship to home" option.

Legislative: Terra reported today went well. Currently there is not much on the DOC legislation agenda. However; more to come on PREA and voting rights for felons.

Spring ICA Conference 2020: Jason gave an update from Hailey and Matt. Dates are set for May 13-15 at the Marriott in Cedar Rapids. A change this year will be the banquet on Wednesday night and Thursday night will be a Kernels game. A Shuttle will be provided. 7 Speakers have been confirmed, still looking for a couple more. They are working with the 6th District to secure donations. ASP maintenance is building another corn hole set. Registration will likely open around 3/1/20.

Fall 2020: To be held at the Honey Creek Resort September 2-4. Two speakers have been confirmed. Please forward any ideas of speakers you may have for Fall.

Upcoming Conferences:

Spring 2021: Okoboji

Fall 2021: Des Moines

Spring 2022: Waterloo

Fall 2022:

New Business:

Spring Membership Incentive: The board will offer 2 conference vouchers for upcoming conferences with expiration in 1 year and 2-1 year memberships.

Pre Registration Incentive: \$25 cash award will be awarded for every 25 pre-registered members was approved.

Stop payments on speaker checks: If we are asked to issue a new speaker check, we will now have our speaker contracts include the fee to stop payment on a previous check and then issue a new check. Motion to approve-Tennie, 2nd Emma, motion carried.

Advertising Partnership: Tiffany has been in contact with the Correctional News. At no cost to our organization, they will put our conference on their website and in their monthly email. In turn, we will have copies of their magazine at our conference/conferences. Depending on how many we receive, we may stuff in bags. Motion to approve-Tiffany, 2nd Ryan. Motion carried.

Committee Assignments/Co-chairs: Janet agreed to update. It was discussed to combine Nominations and Elections due to Orlando stepping down. Tennie will email Whitney and Leann and get their input. NOTE: After reaching out to them, they have agreed it makes sense to combine the committees. They will try it with just the 2 of them at this point, but reevaluate after next election to see if more assistance is needed.

Polish Delegation: Lengthy discussion took place regarding hosting the delegation this fall. Areas of concern were who will be share the cost of their trip with? Are we too small of an organization to make a difference, perhaps ACA? Are we getting much out of the partnership? There were suggestions of getting a van from the DOC fleet, partnering with DMACC for housing?, collaborating with the institutions on the East side of the state. More discussion needs to take place regarding securing an economic sponsor to assist with

itinerary of the trip. At this point, the board is supportive of hosting for the 2 days conference, but commitment beyond that is not confirmed or secured.

Next meeting: Spring Conference 5/13/20

Respectfully submitted,

Tenette Carlson

Attachment:

Financials

Iowa Corrections Association Treasurer's Report

Quarterly Reporting: September 30, 2019 - December 31, 2019

CHECKING ACCOUNT

Held at: United Bank of Iowa

BEGINNING BALANCE	DEPOSITS	EXPENSES	ENDING BALANCE
\$ 12,171.40	\$ 5,038.52	\$ 10,039.58	\$ 7,170.34

SAVINGS ACCOUNT

Held at: United Bank of Iowa

Minimum Balance \$100.00 at .10%

BEGINNING BALANCE	DEPOSITS	EXPENSES	ENDING BALANCE
\$ 7,349.64	\$ 2.15	\$ -	\$ 7,351.79

SAVINGS ACCOUNT

Held at: Cedar Falls Community Credit Union

Minimum Balance \$100.00 at .20%

BEGINNING BALANCE	DEPOSITS	EXPENSES	ENDING BALANCE
\$ 5,988.94	\$ 3.01	\$ 26.85	\$ 5,965.10

CERTIFICATE OF DEPOSIT

Held at: Cedar Falls Community Credit Union

18-month certificate at 1.35% - Maturity Date: 02.07.20

BEGINNING BALANCE	DEPOSITS	EXPENSES	ENDING BALANCE
\$ 6,574.19	\$ -	\$ -	\$ 6,574.19

Total Assets as of 12/31/19: \$ 27,061.42

Total Assets as of 09/30/19: \$ 32,084.17

Change from Previous Quarter: \$ (5,022.75)