



UEN Steering Committee Meeting Minutes
September 23, 2022, 11am – 12:30pm
Via Zoom (contact jen@iowaschoolfinance for the link) or
ISFIS Office, 1201 63rd Street, Des Moines, Iowa, 50311

Member Attendees via Zoom: Noreen Bush, Chair (Cedar Rapids), Matt Degner, Chair-Elect (Iowa City), Amy Hawkins, Chair-Elect 2/Treasurer (Dubuque), Vickie Murillo, Past-Chair, (Council Bluffs), Perla Alarcon-Flory (Sioux City), Kelli Soyer (Des Moines), Sue Flynn (Waterloo). (*Bylaws require a majority of charter members for a quorum. Seven of the eight Originating Charter districts listed above were represented at this meeting.*) Also in attendance: Michelle Morse (Bettendorf).

Others/Staff/Guest Attendees via Zoom: Margaret Buckton (ISFIS) and Jen Albers (ISFIS)

1. Welcome, Call to Order by Noreen Bush (UEN Chair), Introductions

Noreen Bush, Chair, called the meeting to order at 11:03 am. Attendees introduced themselves. A quorum was present.

2. Approval of Agenda

Bush reviewed the agenda for today's meeting.

3. Approval of Minutes from the Steering Committee on May 20, 2022

Degner moved approval of the May 20, 2022 Steering Committee minutes. Murillo seconded. Approved unanimously.

4. Financial Reports

a. Independent Auditors Report FYE 06/30/2022 – Robert Endress, Denman & Company

Albers presented the financial report for the fiscal year ending June 30, 2022, in the standard interim format, then introduced Robert Endress of the audit firm of Denman & Company. Endriss presented the independent auditor's report and related letters for the fiscal year ended June 30, 2022. Total Income of 170,100, Total Expenses of \$131,521, Net Income of \$38,579, Total Equity of \$66,785. Discussion ensued. *A motion was made by Flynn to approve the independent auditors report. Soyer seconded. Approved unanimously.*

b. FY 2023 YTD Financial Statements

Albers presented the YTD financial report through August 31, 2022, along with a bill pay listing of items since the last Steering Committee meeting. *A motion was made by Degner to approve the 08/31/2022 YTD Financial Report and Bill Pay Listing as presented. Hawkins seconded. Approved unanimously.*

5. Review of UEN Mission

Bush excused staff and lead the Steering Committee attendees in a review and discussion around the UEN Mission. As a result of the discussion, it was requested staff pull together a Membership/Bylaws Workgroup to review criteria for UEN membership in the bylaws, benefits offered to members, and the pros/cons of offering alternative pricing/levels/benefits for FY 2024 membership. This workgroup will discuss and prepare a recommendation for the Steering Committee.

6. ISFIS Evaluation and Contract for FY 2024 and FY 2025

Bush excused staff and lead the Steering Committee attendees in an evaluation of services performed by ISFIS and discussion around a new contract between UEN and ISFIS for FY 2024 and FY 2025. Bush welcomed staff back into the meeting and debriefed the conversation, sharing gratitude for the quality of work, support and expertise that ISFIS staff bring to the organization. A suggestion was shared to provide additional opportunity for UEN board members to benefit from networking and connections with each other. *A motion was made by Alarcon-Flory to approve the proposed contract between UEN and ISFIS for FY 2024 and FY 2025. Second by Murillo. Approved unanimously.*

7. Consideration of Burlington CSD as new UEN members

The Burlington CSD school board requested to become UEN members for FY 2023. In the materials packet is the criteria for Associate Membership from the UEN Bylaws, and the data on Burlington CSD, confirming they meet the necessary criteria for Associate Membership. Discussion ensued. *A motion was made by Alarcon-Flory to recommend to the full UEN membership approval of Burlington CSD as new Associate Members. Second by Degner. A 2/3 vote of the UEN membership in favor is required. A rollcall vote of those in attendance was taken and staff were directed to collect votes for those not in attendance. In total, 17 of 22 member districts, or 77%, voted in favor. Burlington CSD was approved as a new UEN Associate Member for FY 2023.*

District	Vote
Bettendorf	Yes
Cedar Falls	Yes
Cedar Rapids	Yes
College	Yes
Council Bluffs	No
Des Moines	Yes
Dubuque	Yes
Fort Dodge	Yes
Iowa City	Yes

District	Vote
Linn-Mar	Yes
Marshalltown	Yes
Mason City	Yes
Muscatine	Yes
Ottumwa	Yes
Sioux City	Yes
Southeast Polk	Yes
Storm Lake	Yes
Waterloo	Yes

Members Not Voting:

Ames	Davenport
Ankeny	West Des Moines

8. 2023 UEN Legislative Priorities & Legislative Workgroup

- a. Legislative Issues Survey**
- b. Recruit participants for the Legislative Workgroup**
- c. 2023 Legislative Priorities**

Buckton shared with the group initial responses by members to the UEN Legislative Issues Survey on 2023 Legislative Priorities. Next steps will be to recruit participants for a Legislative Workgroup to dive into the responses in more details and draft the 2023 priorities. This group will meet and bring their recommendations to the Superintendents and Steering Committee for approval at their meetings on November 16th, and then presented to the UEN Membership as a whole at the Annual Meeting that evening. Alarcon-Flory and Soyer both volunteered to be a part of this workgroup. (note: Wheeler from College CSD also volunteered to serve on the committee at that last meeting.) Additional members will be recruited by staff and Chair Bush.

9. UEN Annual Meeting on November 16, 2022

- a. Draft Agenda**
- b. Networking Conversations**
- c. Invitation & Registration - <https://www.uen-ia.org/uen-annual-meeting>**

Buckton shared with the group the draft agenda for the UEN Annual Meeting and reminded everyone to share the invitation with Board Members and other school leaders and to get registered.

10. Steering Committee Member Updates

Steering Committee members discussed certain updates from their local districts including an update from Sioux City CSD on their superintendent search process. Chair Bush also provided an update on her health and let the group know she will be resigning from her superintendent role at Cedar Rapids CSD effective June 30, 2022.

11. Other Business

No other business was discussed.

12. Upcoming Meeting Dates - <https://www.uen-ia.org/calendar>

- a. October 28, 2022 at 11:30am (Zoom) – Superintendents**
- b. November 16, 2022 at 1pm (Hilton Downtown Des Moines) – Superintendents**
- c. November 16, 2022 at 2pm (Hilton Downtown Des Moines) – Steering Committee**
- d. November 16, 2022 at 6pm (Hilton Downtown Des Moines) – Annual Meeting**
- e. February 10, 2023 at 11am (Zoom) – Steering Committee**
- f. May 12, 2023 at 11am (Zoom) – Steering Committee**

13. Adjourn

Motion by Degner to adjourn the meeting. Second by Alarcon-Flory. Approved unanimously. The meeting adjourned at 12:58 PM.

Minutes respectfully submitted,
Margaret Buckton, UEN Executive Director, 09/23/2022