



**UEN Steering Committee Meeting Minutes**  
**May 12, 2023, 12pm – 1pm**  
**1201 63<sup>rd</sup> Street, Des Moines, IA, 50311 or**  
**Via Zoom (contact [jen@iowaschoolfinance.com](mailto:jen@iowaschoolfinance.com) for link)**

**In-Person Member Attendees:** Matt Degner, Chair (Iowa City), Amy Hawkins, Chair-Elect/Treasurer (Dubuque), Vickie Murillo, Past-Chair, (Council Bluffs), Kelli Soyer (Des Moines). **Zoom Member Attendees:** TJ Schneckloth (Davenport), Sue Flynn (Waterloo). *(Bylaws require a majority of charter members for a quorum. As six of the eight Originating Charter districts were represented, quorum was met for this meeting.)* **Also in attendance:** Stacey Cole (Storm Lake via Zoom), Brad Buck (Waukee in person).

**Others/Staff/Guest Attendees:** Margaret Buckton (ISFIS), Larry Sigel (ISFIS) and Jen Albers (ISFIS)

**1. Welcome, Call to Order by Matt Degner (UEN Chair)**

Matt Degner, Chair, called the meeting to order at 12:15 pm. A quorum was present.

**2. Approval of Agenda**

*Hawkins moved approval of the agenda, seconded by Murillo. Approved unanimously.*

**3. Approval of Minutes from the Steering Committee on February 10, 2023**

*Murillo moved approval of the February 10, 2023 Steering Committee Minutes, seconded by Hawkins. Approved unanimously.*

**4. Approval of YTD Financial Report & FY 2024 Corporate Sponsors**

Albers presented the YTD Financial Report through March 31, 2023, along with a bill pay listing of items since the last Steering Committee meeting. *A motion was made by Flynn to approve the 03/31/2023 YTD Financial Report and Bill Pay Listing as presented. Hawkins seconded. During discussion, Flynn asked if fund balances were now big enough to consider a money market or other investment account when funds were idle. Albers will look into some possibilities. Approved unanimously.*

Albers and Buckton shared information on potential Corporate Sponsor for FY 2024, Public Progress LLC. *A motion was made by Flynn to approve Public Progress LLC as UEN Corporate Sponsor for FY 2024. Soyer seconded. Discussion ensued. Approved unanimously.*

**5. Membership/Bylaws Workgroup Report**

Degner and Buckton recapped discussion from the Membership/Bylaws Workgroup meeting that took place subsequent to the Steering Committee Meeting, including proposed changes to the UEN Bylaws that will be presented at the next Steering Committee meeting for recommendation to the UEN membership.

**6. Action on Budget and Dues Schedule for FY 2024**

Albers and Buckton shared the FY 2024 Draft Budget and several options for FY 2024 membership dues. Discussion ensued. *Murillo moved FY 2024 dues be set at \$10,750 for Charter Members and \$6,500 for Associate Members (no change from FY 2023 to FY 2024). Second by Buck. Approved unanimously.*

*Buck moved approval of the FY 2024 Budget as presented. Second by Hawkins. Approved unanimously.*

**7. Meeting Schedule for FY 2024**

Included in the packet was the FY 2024 UEN Steering Committee member and officer listing, along with a draft meeting schedule for FY 2024. Discussion ensued around the preference of having the meetings be in person preferred with a Zoom option, and tied to founding member coaching session meetings, if possible. Final dates and information will be circulated via email by Staff.

**8. 2023 Legislative Session & UEN Priorities**

Buckton shared the status of the Governor’s signatures on education bills. Discussed ensued around various topics including the Governor’s priorities for FY 2024, advocacy actions during the summer and fall, facilitating key relationships, and requirements of schools resulting from the 2023 session.

**9. Executive Director Report**

Buckton shared information about UEN’s financial status, pandemic fatigue and the job alike groups, job alike contact changes for FY 2024, and the new DE Director.

**10. Steering Committee Member Updates**

Steering Committee members shared various updates from their local districts.

**11. Other Business**

No other business was discussed.

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

UEN Superintendents will meet next on June 2<sup>nd</sup> at 11:30 am. The next Steering Committee meeting will be on September 22<sup>nd</sup> and information will be distributed on time and location.

**13. Adjourn**

*Motion by Hawkins to adjourn the meeting. Second by Soyer. Approved unanimously. The meeting adjourned at 1:19 PM.*

Minutes respectfully submitted,  
Margaret Buckton, UEN Executive Director, 05/12/2023