

MEETING MINUTES
Mid-Iowa Planning Alliance for Community Development
Executive Committee

10 a.m. Friday, April 26, 2024
420 Watson Powell Jr. Way, Suite 200
Des Moines, IA 50309

The Executive Committee (the “Board”) of the Mid-Iowa Planning Alliance for Community Development (“MIPA”) held a hybrid in-person/virtual meeting at 10 a.m. April 26, 2024. Notice of the meeting, including a meeting agenda, was delivered to Executive Committee members in accordance with MIPA bylaws.

ATTENDANCE

MIPA Board Members Present:

Craig Armstrong
Anthony Brown
Shawn Bryant
Carla Eysink
Rachel Fusco
Stacy LoVan
Glenn Lyons
Linda Murken
Ryan Moffatt
Luke Parris
Wade Wagoner

MIPA Board Members Absent:

Brenda Dryer, Chair
Charlie Dissell, Secretary
Jennifer Brown
Gerald Buydos
Jeff Davidson
Aaron DeJong
Margret Liston
Greg Piklapp
Steve Schainker
Rachel Wacker

Staff Present:

Andrew Collings
Dawn Green
Caleb Knutson
Lucas Young

Guests Present:

None

1. Call to Order:

Member Lyons called the meeting to order at 10:05 a.m. A quorum was present.

2. Vote – Approval of the Agenda:

MOTION: A motion was made by Eysink to approve the April 26, 2024 MIPA Executive Committee meeting agenda. Seconded by Murken.

MOTION CARRIED

3. Vote – Approval of Meeting Minutes:

MOTION: A motion was made by Eysink to approve the March 29, 2024 MIPA Executive Committee meeting minutes. Seconded by Bryant.

MOTION CARRIED

4. Report and Vote – Contracts & Expenses:

Collings reported on the contract with Marion County for a comprehensive plan. Discussion ensued.

MOTION: A motion was made by Armstrong to approve the contract with Marion County. Seconded by LoVan. Abstention by Eysink.

MOTION CARRIED

5. Report and Vote – MIPA CY24 Officers:

Collings reported on the officer selection process. Discussion ensued.

MOTION: A motion was made by Eysink to appoint Brenda Dryer, Chair; Charlie Dissell, Vice Chair; and Glenn Lyons, Secretary/Treasurer. Seconded by Fusco. Abstention by Lyons.

MOTION CARRIED

6. Report and Vote – Des Moines Area MPO Invoice to MIPA for the 3rd Quarter of FY24:

Collings reported on the invoice from the MPO to MIPA for costs associated with staffing and contractual efforts. Discussion ensued.

MOTION: A motion was made by Eysink to approve the invoice and payment to the MPO. Seconded by Moffatt.

MOTION CARRIED

7. Report and Vote – SIMPLE IRA Plan Documentation:

Collings reported on the requirements for the SIMPLE IRA plan for MIPA employees as outlined in the Employee Handbook. Discussion ensued.

MOTION: A motion was made by Eysink to approve the required IRS paperwork to set up the SIMPLE IRAs. Seconded by Armstrong.

MOTION CARRIED

8. Report and Vote – Logo and Branding:

Collings reported on the logo development process last year and the modifications suggested by staff to make it more legible both digitally and when printed. Discussion ensued.

MOTION: A motion was made by Eysink to approve the logo and updated color scheme. Seconded by Fusco.

MOTION CARRIED

9. Report – MIPA Bylaws Update:

Collings reported on the MIPA bylaws and presented an updated version for comment and future consideration. Discussion ensued. No action taken.

10. Other Non-Action Items of Interest Business:

Collings reported on the MIPA transition, the potential for different meeting days, and introduced the new MIPA staff person, Dawn Green.

11. Adjournment:

Member Lyons declared the meeting adjourned at 10:34.