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

2:00 p.m., Monday, July 20th, 2026
939 Office Park Road, Suite 306
West Des Moines, IA 50265

The Executive Committee (the "Board") of the Mid-Iowa Planning Alliance for Community Development ("MIPA") held a hybrid in-person/virtual meeting at 2:00 p.m., Monday, July 20th, 2026. Notice of the meeting, including a meeting agenda, was delivered to Executive Committee members in accordance with MIPA bylaws.

ATTENDANCE

MIPA Board Members Present:
Jeff Davidson
Aaron DeJong
Brenda Dryer, Chair
Shawn Bryant
John Cook
Travis Cooke
Rachel Gocken
Bryce Johnson
Margaret Liston
Ryan Moffatt
Linda Murken
Dan Nieland
Sara Roberts
Steve Schainker
Rachel Wacker
Wade Wagoner

Staff Present:
Zhi Chen
Abbie Christophersen
Andrew Collings
Ethan Wherry
Lucas Young
Eric Kress

MIPA Board Members Absent:
Craig Armstrong
Stacie LoVan
Luke Parris
Greg Piklapp
Stephanie Ripperger

1. **Call to Order:**
   Dryer called the meeting to order at 2:01 pm. A quorum was present.

2. **Vote – Approval of the Agenda:**
   MOTION: A motion was made by Cook to approve July 20th, 2026, MIPA Executive Committee meeting agenda. Second, by Roberts.
   MOTION CARRIED

3. **Report and Vote - Meeting Minutes:**
   Staff reported on the May 18th, 2026 meeting minutes.

   MOTION: A motion was made by Cook, seconded by Moffatt to approve the minutes.

   MOTION CARRIED

4. **Report and Vote – Financial Statements**

Collings reported MIPA's June FY 2026 transaction report and Bank Reconciliation. Staff recommended approval.

MOTION: A motion was made by Murken to approve of the reported transactions and Bank Reconciliation. Seconded by Bryant.

MOTION CARRIED

5. **Report and Vote – Invoices and Contracts**

Collings reported on MIPA's invoices and contracts. Staff recommended approval.

MOTION: A motion was made by Davidson to approve MIPA's invoices and contracts. Seconded by Liston.

MOTION CARRIED

6. **Report and Vote – FY 2027 Budget Amendment #1**

Collings reported on the proposed amendments to the FY 2027 budget. Staff recommended approval.

MOTION: A motion was made by Bryant to approve of the budget amendments. Seconded by Roberts.

MOTION CARRIED

7. **Report and Vote –Bookkeeper/ Program Administrator Position Documentation**

Collings reported on the proposed Bookkeeper/Program Administrator position and associated documentation; consider approval. Discussion followed on sustainability and funding for position.

MOTION: A motion was made by Davidson to approve the Bookkeeper/Program Administrator position and associated documentation as presented. Seconded by Liston.

MOTION CARRIED

8. **Report and Vote – Prepaid Asset Policy**

Collings reported on the proposed Prepaid Asset Policy; consider approval.

MOTION: A motion was made by Roberts to approve the proposed Prepaid Asset Policy as presented. Seconded by Liston.

MOTION CARRIED

9. **Other Non-Action Items of Interest to the Committee**

10. **Next meeting Date**

Monday, August 17th at 2 pm.

11. **Adjournment:**

Brenda Dryer declared the meeting adjourned at 2:24 pm