Iowa Permit Tech Association

Board Meeting Agenda

April 24, 2024

**Zoom meeting. 2:30 pm.**

1. **Call to Order:** IPTABoard meeting was called to order at 2:45 P.M.
2. **Roll Call:** Board members present: Jenn Naylor (Pres), Ryan Sampica (Vice) and Tiffany Stinson (Sec). Board members absent: Karen Rowan (Treas) and Holly Jackson (Past Pres).
3. **Consider Approval of:**
	1. Agenda: Tiffany moved to approve the agenda. Seconded by Ryan. Motion carried.
	2. Minutes from the annual meeting March 25, 2024. Ryan moved to approve the March 25, 2024 minutes. Seconded by Jenn. Motion carried.
4. **Treasurer’s Report:** Karen emailed the board members the March 2024 US Bank statement. The current balance is $5,208.69. There has been no activity since November 2023. Board member list has been updated. Karen now has a debit card but group all decided Ryan will keep his debit card as he will likely move to president once members all rotate. Tiffany moved to approve the treasurer’s report. Seconded by Karen. Motion carried.
5. **Jenn’s update from the 2024 ICC Leadership Conference:** Jenn updated the group about what she learned at the 2024 Chapter Leadership Academy on April 5-7, 2024 in Orlando, FL.

Website: The ICC website through KWSM is free for ICC sponsored chapters! In April 2024 KWSM plans to do an overhaul of the website template to change the look and feel of the chapters page. There will be more customizable features such as color and text, more flexibility, adding credit card processer so members can renew membership for their chapter online. Once website request is submitted it takes about a two-week turnaround time.

Speakers: Jim “Tim” Ryan was a great speaker on leadership and management topics and he differences between the two. Another great speaker was Cecilia Muela with the organization Women Leaders in Code.

Networking: Permit Tech Nation. IPTA is able to partner with Permit Tech Nation.

Memorable quote from the conference:

“When the hole gets over your head, put the shovel down.”

“Be decisive. Right or wrong make a decision. The road of life is paved with flat squirrels who couldn't make a decision.”

**6. Banking update:** Karen had account updated and as Treasure now has a debit card. Ryan will be keeping his debit card since the process takes so long to get names switched over.

**7. All things annual conference:** Annual conference is fast approaching. Group discussed”

Location: Altoona City Hall

Dates: November 14-15, 2024

Speaker: TBD

Ryan moved to approve the conference location and dates. Seconded by Karen. Motion carried.

**8. Discussion/Formal Action for next meeting:** Next meeting is scheduled via Zoom for May 29, 2024 at 2:30pm set up by Jenn.

**9. Adjourn:** Tiffany moved to adjourn the meeting at 3:40 P.M. Seconded by Ryan. Motion Carried.