UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF JULY 23, 2020 MEETING

This meeting took place via electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa. As a result of the spread of COVID-19 in the state of Iowa and based on the latest guidance from the Centers for Disease Control and Prevention, it was impractical for the UERPC Board to meet in person. Therefore, the meeting took place virtually via the Zoom electronic meeting platform.

MEMBERS PRESENT: Mary Koopman, Larry Schellhammer, Barb Collins, Ray Peterson, Roger Arthur, Brett Devore, Leon Griebenow, Marty Stanbrough, Sue Updegraff, Mark Bohle, Pat Murray, Mark Kuhn, Dean Thompson.

MEMBERS ABSENT: Jack Knight, Bonnie Basemann, Patti Ruff, Alison Holten, Nina Taylor and Sam Whitehead

OTHERS PRESENT: Rachelle Howe, Lisa Curtin, Aaron Detter and Diana Johnson

Schellhammer called the meeting to order at 1:00 pm. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. A motion was made for approval by Kuhn; seconded by Murray. No further discussion. Motion carried unanimously.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the June 25, 2020 meeting. A motion was made for approval by Koopman; seconded by Updegraff. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Howe presented the list of disbursements from April 1, 2020 to June 30, 2020 to the board for review. A motion was made by Bohle; seconded by Peterson to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: Howe also presented the treasurer's report to the board for review. A motion was made by Kuhn; seconded by Peterson to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

PERSONNEL POLICY: Howe explained that she and an HR attorney had met with all staff for an overall review of the policy. Three changes are being recommended for approval to clarify a few items within the policy. Staff will need to sign another acknowledgement. A motion was made by Koopman; seconded by Bohle to approve the updated 2020 personnel policy. No further discussion. Motion carried unanimously.

COUNTY MEMBERSHIP RATE: Howe stated that she is recommending a 3% increase to the county membership rates. Rates will still follow the 2010 census numbers. A motion was made by Updegraff; seconded by Peterson to approve the 3% increase to county membership rates. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD UPDATE: Schellhammer reported that the Executive Board had not met since the last full board meeting so there was nothing to report.

EXECUTIVE DIRECTOR UPDATE: Howe highlighted the two grants the office is writing with assistance from Allamakee/Clayton REC, to aid with a fiber build out within the City of Waukon. She also mentioned that she had sent out a bid request for a new vehicle last week and that Northeast Iowa Community Action is again renting space within the Postville office.

FLOOR ITEMS: There were no floor items.

NEXT MEETING: The next meeting is scheduled for Thursday, October 22, 2020.

ADJOURNMENT: Motion by Kuhn; seconded by Koopman to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 1:23 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

/s/ Diana Johnson, Recording Secretary