

October 2, 2009
ICIT Board Meeting Minutes
Ramada, Corral Meeting Room
Waterloo, IA 50701

X President Kim Veeder
X Vice Pres Joel Rohne
X Sec/Treas Mark Castenson
X Past Pres Matt Boeck
X Tech Adv Kirby Winter
X District 1 Sandra Hunter
X District 2 Jon Lubke
X District 3 Shawn Olson
X District 4 Anthony Kava
X District 5 Gina Erickson
X District 6 Jean Schultz

X Ed & Schools Kirby Winter
X Info Sec Tom Crimmins
X Legislative Jeff Rodda
X Membership Matt Boeck
X On-Line Scott Williams
X Cadastral Jason Siebrecht
Web Mitch Tollerud

Agenda

1. Called the meeting to order at 8:06 am
2. Financial and Membership Report
 - a. Mark did not have a report to share.
3. By-Law change discussion
 - a. Wayne brought up that the ex-officio members ,by our by-laws can vote. Wayne brought up some proposed changes to the by-laws. These proposed changes are attached with these minutes. There was discussion on the proposed changes. Shawn Olson made a motion to bring the proposed changes to the by-laws “ not having the ex-officio members not be able to vote or being part of a quorum as highlighted in the attached minutes”, to the Fall School. Second by Kirby Winter. Motion carries unanimously.
4. Mid-Year Conference Update
 - a. Jean reported that the conference theme is ‘Getting Fit with ICIT’.
5. Old Business
 - a. None to report.
6. New Business
 - a. Kirby made mention about the proposed changes to the Fall ISAC schedule.
7. Adjournment
 - a. Meeting adjourned at 8:26 am.

Proposed By-Law Changes:

ARTICLE VII. OFFICERS

Section 1. The officers of this organization shall consist of President, Vice-President, Secretary/Treasurer, and Past-President.

- a. The President shall be the immediate past Vice-President and shall serve for one year.
- b. The Past-President shall be the immediate previous President and shall serve for one year.
- c. The Vice-President shall be elected at the annual meeting and shall hold office until his or her successor shall have been duly elected and qualified. The Vice-President will then become President.
- d. The Secretary/Treasurer shall be elected at the annual meeting and shall hold office until his or her successor shall have been duly elected and qualified.

Section 2. The Executive Board may elect or appoint and prescribe the duties of such other officers, as it shall deem desirable.

Section 3. Officers of this organization may be removed by a 2/3-majority vote of ~~the full~~ **all** Executive Board **voting members**, after charges of misconduct, nonfeasance, malfeasance, or misfeasance have been substantiated at a general or Executive Board meeting.

Section 4. A vacancy in any elected office shall be filled by the Executive Board for the unexpired portion of the term, except as otherwise provided by these by-laws.

ARTICLE IX. EXECUTIVE BOARD

Section 1. The governing body of this organization shall be the ~~eleven-member~~ Executive Board.

Section 2. There shall be established an Executive Board comprised of the following members:

- a. The four (4) officers of this organization.
- b. One representative from each of the six (6) Districts, each serving a 2-year term.
- c. One at-large Technology Advocate serving a 2-year term.
- d. Ex-Officio members as defined within these By-Laws.**

Section 3. The members of the Executive Board shall be active members as defined in Article VI, Section 2.

Section 4. The members of the Executive Board shall not receive any compensation for their services as directors. The Executive Board may by resolution authorize reimbursement for expenses incurred in the performance of organizational duties.

Section 5. The Executive Board shall act as an advisory board to the President and shall assist in formulating policies and procedures. Meetings of the Executive Board shall be held not less than quarterly and shall be called by the President.

Section 6. A quorum for conducting the business of the Executive Board will be six (6) **voting** members with one having to be the President or Vice-President of the organization.

Section 7. Members of the Executive Board may be removed by a 2/3-majority vote of **the full** ~~all~~ Executive Board **voting members**, after charges of misconduct, nonfeasance, malfeasance, or misfeasance have been substantiated at a general or Executive Board meeting.

Section 8. A vacancy of any elected position on the Executive Board shall be filled by the Executive Board for the un-expired portion of the term, except as otherwise provided by these by-laws.

Section 9. Ex-Officio members of the Executive Board will not be counted toward the quorum requirement at Executive Board meetings.

Section 10. Ex-Officio members of the Executive Board are not eligible to vote at Executive Board meetings.

ARTICLE XI. NOMINATION AND ELECTIONS

Section 1. Officers

- a. The Membership, Nominating and Awards Committee shall make nominations of Officers during the Spring Meeting or during the ICIT Mid-Year Conference. Additional nominations may be made from the floor of the Annual meeting.
- b. The attending members at the Annual Meeting of the organization shall elect officers. Elections shall be determined by simple majority of the attending members. In the event

there are three or more candidates for an office and none receive a simple majority of the votes cast, the two candidates receiving the most number of votes will be the official nominees and a new vote taken.

- c. Officers' terms shall commence on the first day of January after the election.

Section 2. ~~Executive Board~~ District Representatives

- a. The representative from each District shall be nominated from the District by members of said District during the Spring meeting or during the ICIT Mid-Year Conference. Additional nominations may be made from the floor of the Annual Meeting.
- b. Representatives from each District shall be elected as follows:
 - 1. Districts 1, 3, and 5 shall elect their representatives in the odd years at the Annual Meeting for a term of two (2) years.
 - 2. Districts 2, 4, and 6 shall elect their representatives in the even years at the Annual Meeting for a term of two (2) year.
- c. The representative from each District shall be elected from the District by members of said District present at the Annual Meeting. Elections shall be determined by simple majority of the attending members. In the event there are three or more candidates for an Executive Board position from a single District and none receive a simple majority of the votes cast, the two candidates receiving the most number of votes will be the official nominees and a new vote taken.
- d. Representatives' terms shall commence on the first day of January after the election.

Section 3. At-Large Technology Advocate

- a. The Membership, Nominating and Awards Committee shall make nominations for Technology Advocate during the Spring Meeting or during the ICIT Mid-Year Conference. Additional nominations may be made from the floor of the Annual meeting.
- b. The attending members at the Annual Meeting of the organization shall elect the Technology Advocate. Elections shall be determined by simple majority of the attending members. In the event there are three or more candidates for an office and none receive a simple majority of the votes cast, the two candidates receiving the most number of votes will be the official nominees and a new vote taken.

- c. The Technology Advocate shall be elected in even-numbered years for a term of two (2) years.
- d. The Technology Advocate term shall commence on the first day of January after the election.

ARTICLE XII. VOTING

Section 1. Every active member, as defined in Article VI, Section 2, in attendance at either a regular or special meeting of this organization, shall be entitled to one vote on any question or resolution during the meeting.

Section 2. In order for any issue brought to a vote at a general meeting be approved, there must be a simple majority of "aye" votes by the active members present at that meeting, unless otherwise specified in these by-laws.

ARTICLE XIII. COMMITTEES

Section 1. There shall be the following standing committees:

a. Legislative Committee

It shall be the duty of the Legislative Committee to consider all legislation and each resolution with its recommendations at each business meeting.

b. Membership, Nominating and Awards Committee

It shall be the duty of the Membership, Nominating and Awards Committee to coordinate membership activity, to coordinate and/or nominate active members for elected positions within the ICIT organization and to recognize individuals that have provided distinguished service to ICIT and/or the advancement of technology in Local Government.

c. Education and School Committee

It shall be the duty of the Education and School Committee to coordinate training sessions or workshops and work with ISAC on issues concerning education.

d. Online Services Committee

It shall be the duty of the Online Services Committee to consider all content and services provided over the Internet, and to insure that all online services are properly developed and maintained.

Section 2. The President, with the approval of the Executive Board, will appoint the chairperson of each committee. **Each chairperson is an ex-officio member of the Executive Board.**

Section 3. The chairperson of each committee will appoint the members of his or her committee. Each standing committee shall consist of no less than three (3) members. Members may participate in more than one committee.

Section 4. It shall be the duty of each standing committee to keep abreast of all topics relevant to their committee to recommend to the Executive Board appropriate responses to the current topics.

Section 5. The President or the Executive Board may name ad hoc committees.