

# **IOWA CHAMBER OF COMMERCE ASSISTANTS**

**Board of Directors Meeting  
January 24, 2005 -11:00 AM  
Conference Call**

Chair: ICCA President Joy Nicholson

## **Call to Order**

Nicholson called the meeting to order at 11:07 am.

## **Review and Approval of Minutes**

There was a motion to approve the minutes and a second. Motion carried.

## **Financials**

There was extensive discussion of how to structure a scholarship program for the 2005 conference. The scholarship would be for registration only. It was suggested offering five scholarships and including that amount in the 2005-2006 budget. Rhonda and Amy will work with a group of past president to come up with an application and criteria as well as a plan for implementation.

## **Committee Reports**

### ***Membership/Membership Recruitment Task Force***

No report. A conference call will be arranged to work on this issue.

## **Conference**

No report from 2004 Conference.

Regarding the 2005 Conference rooms at the Comfort Suites Hotel in Burlington have been reserved. The Conference is the 13<sup>th</sup> and 14<sup>th</sup> of October.

## **Communications (Newsletter)**

Scheckel reported the next newsletter should feature Red Oak. The February newsletter will be out the second week of February. Information should be sent to her by February 1. Joy will do a farewell from outgoing President and Sandy will look at some old files of JoElla's to see if there are articles.

## **Staff Report**

### ***Membership Dues 2005-2006 (year ends February 28, 2005)***

There was extensive discussion as to why there would be an increase with the reserves ICCA is currently sitting on. Although some believe it raising it each year to stay current, there isn't any reason in the current budget to look at that. We'll revisit it for next year but it was felt it is not necessary at this point.

Rhonda will have put together a preliminary budget for the Board's approval in February. This will be sent for approval via email.

**Old Business**

***www.iowachamber.net***

ICCE has approved up to \$400 to use toward a button on the ICCE web site to get hold all of ICCA's information.

***Linking Assistants***

Joy asked if anyone had a site to share for the group's benefit. Joy will do February.

March-Stephanie

April-Amy

May-Brenda

June-Rhonda

July-Paige

August-Sandy

September-Jennifer

**New Business**

We will have a conference call in February to approve the budget and discuss any year end business.

**Adjourn**

Meeting adjourned at 11:50 am.