

**IOWA CHAMBER OF COMMERCE ASSISTANTS  
Board of Directors Conference Call  
Friday, May 12, 2006 – 10:00 am**

**Attendees:**

Amy Mills  
Paige Seidel  
Jodie Smith  
Sandy Scheckel  
Kristina Falck  
Brenda Levitt (10:15 a.m.)  
Stephanie Standard (10:15 am)

**Staff:** Sara Mentzer

**Call to Order**

Amy Mills called the meeting to order at 10:10 am.

**Review and Approval of Minutes**

The minutes of the March Board meeting regarding the budget were approved with the addition of Paige Seidel to the meeting.

**Financials**

There has not been much activity since we are new into this fiscal year. There was a motion to approve the financials and a second. Motion carried.

***Membership-ICCE and A***

There was extensive discussion regarding an ICCA member being a part of ICCE before they can join ICCA. It was suggested the ICCE and ICCA Board should meet. This extended to a discussion of dues formats and what other cooperative efforts could be done. When to meet became the main topic and it was decided a September meeting might work best. Jodie, Kristina and Amy volunteered to represent ICCA at the meeting and Brenda said it might work as well.

**Committee Reports**

***Communications (Newsletter) – Scheckel***

Sandy said we need at least one newsletter prior to the conference. ICCE's newsletter will go out in June but there isn't that much to include in a newsletter. It was suggested we have a newsletter ready for August and then late in September to beat the conference. Materials should be sent to Sandy by July 20 for the August newsletter.

Amy-President's report

Kristina-Conference information

Sandy-community spotlight

Paige/Amy will look for articles from other organizations to use

Sara-List of Board members

Scholarship notice

***Conference Update***

The conference is October 11-13 in Decorah. Wednesday night is a Board dinner at Mabe's. They have a lower level where we can meet.

Thursday will begin with Kip Lilly and he will be the morning program. Kristina is also looking at him doing a Q & A right after lunch with him as well since he has worked with so many chambers throughout the country.

Friday morning may be a discussion of leadership for women.

***Scholarship publication***

The Board will offer two scholarships for the October conference. One will be directed toward a new attendee and one to someone has attended before. A notice regarding the scholarships will appear in the August newsletter. Recipients will be notified by September.

***Staff Report***

***Renewal status***

25 organizations have renewed to date. We are almost to budget on dollars but not quite. More members have renewed at a lower rate. The directory is printed so they are beyond that deadline.

**Old Business**

No report

**New Business**

**Next meeting date & time**

Next meeting is August 11 at 11:00 am in Cedar Rapids.

**Adjourn**

Conference call adjourned at 11:07 am

Respectfully submitted: Sara Mentzer