

## Minutes

IDDA Board of Directors

April 3, 2012

Pocahontas, Iowa

The meeting was called to order at 9:40 a.m. by President Harlan Hansen. Other board members present were Myron Amdahl, Paul Beneke, Phil Condon and Ron Smith. Also present was IDDA executive director John Torbert.

The minutes of the Feb. 29 meeting were approved as presented on motion by Condon and second by Smith.

John reported that he had visited Kossuth County

The financial report show IDDA activity through the month of February was presented. John reported that everything seemed to be on track. John provided the board with a CFS report. He also reported that the annual CFS training session had been held the week prior to the board meeting and had been successful.

John provided the board with an update on the Calhoun County railroad case and on the New Farmers Drainage District case. Discussion was held concerning the Mutual Protection Fund. John was directed to contact New Farmers Drainage District and Calhoun County to ascertain future demands on the mutual protection fund monies.

John reported that the unemployment claim for Ike Petersen had been cleared and the IDDA unemployment account will not be charged as a result of the claim. John was able to get this corrected with Mr. Petersen's assistance.

John reported on legislative activity concerning drainage district issues. IDDA is still closely watching the funding for CREP and Ag Drainage Well closure.

John reviewed the suggested procedure to be used to transfer funds from the IDDA savings account to the IDDA administration account. The suggested procedure is as follows;

### Procedures for transfer from savings account to IDDA operating account

1. TP Anderson Company notifies the IDDA executive director via email that the balance in the IDDA operating account is such that a transfer from the saving account is recommended.
2. TP Anderson and the IDDA executive director review the expected cash needs for the remainder of the fiscal year and determine the necessary amount to transfer.

3. The amount determined is verified in an email exchange from the IDDA executive director to TP Anderson.
4. The IDDA President receives a copy of the email verification.
5. The IDDA President or other signatory on the account then goes to the bank to transfer the funds.

On motion by Amdahl and second by Condon, the procedures were approved as written.

John provided the board with some background on personal family information and indicated that he would be bringing a proposal to the board concerning health insurance for the executive director.

The next board meeting will be by June 20<sup>th</sup> at 9:00 a.m.

Respectfully submitted,

John T. Torbert, CAE

Executive Director