



**Board of Directors Meeting October 23, 2008**  
**West Des Moines Public Safety Station 19**  
**1:00pm**

**Board Members in Attendance:** Beach-Sickels, Brockway, Dumermuth, Ewers, Fish, Glandon, Hill, Hopper, Johnson, Morgan, Petersen, Robinson, Stecker, Smith, Wright

**Medical Director:**

**Staff:** Moore, Bistline

**Guests:** Ferrell

**Proxies:** Frederiksen, Ridge, Summitt

**Absent:** Blazek, Craighton, Imming, Mallinger, Reeves, Ridge, Summitt

1. Call To Order – John called meeting to order at 1307
2. Welcome /Determination of Quorum/Proxies/Call for Conflicts of Interest –A quorum was determined. Proxies were noted. No Conflicts of Interest were disclosed.
3. Minutes of September 18, 2008 – The minutes of the September 18, 2008 Board of Directors Meeting were approved as written. Dumermuth/Morgan/Unan
4. Treasurer's Report – Linda Frederiksen – See attached for Linda's written report. Motion to approve Johnson/Fish/unan
5. Medical Director – Dr. Ahmed – No report
6. Office Administrator's Report – Angie Moore – Angie reported that strategic planning for 2009 will be on February 21 at the Coralville Marriott. Rosie Adam has agreed to facilitate the planning session. As of 10/08 IEMSA had a total of 52 cabins and 115 passengers. New board shirts have arrived and are ready for pick up.
7. Bureau of EMS Report – Joe Ferrell – Joe reported that the rule changes are open for public comment. These can be accessed on the Bureau of EMS website.
8. Committee Reports - Working Committees
  - A. Executive – John Hill – Nothing to report
  - B. Conference – Jeff Dumermuth – Jeff reported conference registrations are coming in at a rate that will exceed the 2007 conference. Board members need to report to the Plex at 3:00pm on Wednesday. Dress code is as follows: Thursday Board Meeting: Red Shirts and Khaki pants, Friday – business casual, Saturday – Jeans and IEMSA logo item. A sign up sheet for room monitors and assistants was passes around. A separate sheet for booth sign up was also distributed.
  - C. Legislative – Bill Fish – no report
  - D. Membership - Individual – Lori Reeves –no report
  - E. Membership – Affiliate – Jon Petersen – No report
  - F. Membership – Corporate – Thomas Craighton – No report
  - G. Marketing – Cheryl Blazek – no report
  - H. Website – Lee Ridge – Angie and Lee showed the group the progress on the website.
9. Old Business

- Strategic Planning Assignments-John Hill - John reported will be following up with those individuals that have looming deadlines.
- Free Cruises – John Hill – we currently have 3, almost 4 free cabins. It was determined that none of the cruises would be used as prizes at conference.

#### 10. New Business

- EMSAC – Jeff Dumermuth – Jeff reported that the Systems Standards pilot is still in the processes of gathering data. Gary Brown made the recommendation that representatives from IEMSA, EMSAC and the State EMS staff meet and start looking at the issue of governance and funding for EMS.
- IPDH Preparedness Advisory Committee – Cherri Wright – Cherri reported that she attended her first meeting and is in the process of getting acquainted with the committee. A written report was distributed.
- 2009 Budgeting Process – John Hill – John reported that to accommodate the suggestions by the auditor, budgets should be set by the end of the previous year. The executive committee will meet and have a budget to present to the entire board at the December meeting.
- TSAC Report – Angie Moore – Angie distributed a report prepared by Rosie Adam, TSAC representative, to the board.

#### 11. Adjournment

**Iowa EMS Association  
Treasurer's Report  
October 23, 2008**

**Operating Issues**

- Transitioning from Cash to Accrual Basic
  - Cash Accounting is similar to practices used for a personal checking account (cash in and cash out of your pocket)
  - Accrual Accounting recognizes revenue when it's earned (i.e., when an invoice is sent) rather than when the payment is received
    - Revenue is accrued when a good faith belief exists that the revenue will in fact be collected
  - Accrual Accounting gives a better perspective on the financial position of an organization vs. the cash method
  - Will make the final transition to Accrual method January 1, 2009
- New Checking Account opened in October that generates 5% interest on balances-will convert \$30,000 CD to the 5% checking account
  - Will do a review of current banking relationships, fees, etc. and report at December 2008 Board Meeting
  - Effective this month we have two checking accounts, but if possible, will consolidate to one
- FDIC has now agreed to increase insurance temporarily from \$100,000 to \$250,000 until December 31, 2009
  - \$100,000 CD (6 month) at 3.05% will mature in December, 2008
  - Great interest rate and with the increased FDIC limit funds are completely secure

**Balance Sheet**

- Not reflective of \$25,305 of invoices sent in the month of September and early October
  - This will show as "Accounts Receivable" once the Accrual method of accounting is in place
- Total Assets exceed \$200,000 today

**Income Statement**

- Note column heading changes
- First three columns reflect the current month's budget to actual comparison with variance
  - Variance will be changed to \$ over or under budget item, vs. percentage
- Next three columns mirror the first three, but a year-to-date time frame vs. one month
- Final column will show year-to-date ONE YEAR PREVIOUS
  - Will show up on next financials
  - Will be a quick way of comparison
- Expense
  - Professional Fees
    - New line item expense
    - Not budgeted
    - Reflects legal fees from Page, Wolfberg and Wirth
  - Total Administrative
    - Under budget for the month and YTD, but will increase for the conference
  - Brochure and Mailing
    - Greatly exceeded this month's budget
    - Reflective of conference brochure mailing
    - Should stay within the annual expense amount budgeted
- Net Income
  - \$3,598.28 → \$6,500 excess revenue over expense per budget
  - Year to Date → \$33,000 loss compared to budget
    - Not reflective of \$25,000 invoiced for September
    - Accrual accounting will eventually solve this problem