IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS (INRCOG)

229 E. Park Ave.
Waterloo, Iowa 50703

Executive Committee Meeting Minutes From
Thursday, August 20th, 2026

The members present were Duane Hildebrandt (virtual), Bremer County; Mark Schildroth, Grundy County; Greg Barnett, Butler County; Linda Laylin, Black Hawk County; Steve Geerts, City of New Hampton; Lisa Smock, City of Elk Run Heights; Danny Laudick, City of Cedar Falls; and Dave Boesen, City of Waterloo.

Also, in attendance was Brian Schoon.

The meeting was called to order at 11:30 a.m. by Linda Laylin, Vice Chair. A virtual Teams Meeting link and telephone number were also made available to members if they could not attend in person.

Laylin asked for any additional changes to the agenda. There were none offered. It was moved by Barnett, seconded by Schildroth, to approve the agenda as presented. The motion carried unanimously.

The minutes of July 16th, 2026, Meeting were emailed to all members prior to this meeting. It was moved by Schildroth, seconded by Laudick, to approve the minutes as presented. The motion carried unanimously.

The July 2026 Financial Reports for both INRCOG and RTC/On Board were presented. Schoon reviewed the Revenue and Expenditures Reports and Combined Statements and provided spreadsheet summaries for both entities. It was moved by Barnett, seconded by Geerts, to approve the July 2026 INRCOG and RTC Financial Reports as presented. The motion carried unanimously.

Under the Executive Director's report, there were no performance evaluations for review this month.

Regarding Human Resources, Schoon updated the Committee about the departure of Sheri Alldredge at the end of July. He also reminded those present that Jen Johnson began her employment with INRCOG on July 13th.

Schoon presented the FY 2027 Grants and Contracts sheet to the committee. He provided a brief overview of both reports regarding changes from the July reports.

Regarding the INRCOG building, 229 East Park Avenue, Schoon noted conclusion of three building projects that were described during the two prior meetings. Said projects included exhaust fan replacement on the 3rd Floor; fixing a leaking pipe that was repaired once already this year; and cleaning out and repairing two primary water pumps.

Schoon presented an annotated copy of the INRCOG Strategic Plan, which tracked the adopted mission statement and actions of the organization. Specifically, he briefly highlighted action steps addressed during Fiscal Year 2026, which is both the end of the prior fiscal year and the lifespan of the plan.

Schoon inquired as to the wishes of the Committee with regard to updating or redrafting a new strategic plan. Members discussed the merits of using an outside facilitator or having staff prepare the next plan. The general feeling regarding facilitation, although merits of using outside facilitation were discussed, the Committee favored internal development of the next plan. Hildebrandt suggested Schoon contact the other Iowa COGs for examples of internal organizational plans and present a summary at the next meeting. Schoon will reach out to COGs to do so.

Laylin introduced a motion to identify and approve the posting location for agendas associated with INRCOG, including those of the Board, Executive Committee, MPO and RTA, INREDC, INRHC, the City Clerks/County Auditors Association, as well other agency-related meetings and entities. It was moved by Laudick, seconded by Barnett to approve the exterior glass adjacent to the rear western building entrance as well as the INRCOG website and social media accounts, notably Linked In, as the designated posting locations. The motion carried unanimously.

Schoon distributed the Letter to the Board of Directors provided by our auditor, Clifton Larson and Allen (CLA). He also noted a likely delay in the presentation of the Fiscal Year 2026 report by CLA to the Board of Directors and/or the Executive Committee.

Finally, under other business, Schoon inquired as to the Executive Committee's thoughts about the performance evaluation process of the Executive Director. Those present thought the previously used process was appropriate and effective, and therefore, no changes were to be made to the process.

There being no further business, it was moved by Barnett, seconded by Geerts, to adjourn the meeting at 12:20 p.m. The motion carried unanimously.

The next meeting of the INRCOG Executive Committee will be held at 11:30 a.m. on September 17th, 2026.

Respectfully Submitted,

Brian Schoon, Acting Secretary