

IOWA NORTHLAND REGIONAL COUNCIL OF GOVERNMENTS (INRCOG)

**229 E. Park Ave.
Waterloo, Iowa 50703**

**Executive Committee Meeting Minutes From
Thursday, September 17th, 2026**

The members present were Duane Hildebrandt, Bremer County; Mark Schildroth, Grundy County; Greg Barnett, Butler County; Linda Laylin, Black Hawk County; Keith Wieland, Buchanan County; Steve Geerts, City of New Hampton; Lisa Smock, City of Elk Run Heights; and Dave Boesen, City of Waterloo.

Also, in attendance was Brian Schoon.

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

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

The minutes of August 20th, 2026, Meeting were emailed to all members prior to this meeting. It was moved by Schildroth, seconded by Wieland, to approve the minutes as presented. The motion carried unanimously.

The August 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 Geerts, seconded by Barnett, to approve the August 2026 INRCOG and RTC Financial Reports as presented. The motion carried unanimously.

Under the Executive Director's report, there was performance evaluations for review this month for Brian Schoon. Schoon distributed a self-evaluation to those present and exited the room such that the Committee could discuss his performance. It was moved by Geerts, seconded by Boesen, to approve Schoon's evaluation with direction given in three areas, staff involvement in future evaluations, obtaining feedback from members, and succession planning and chain of operations process establishment. The motion carried unanimously.

Regarding Human Resources, Schoon had no further update.

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

Regarding the INRCOG building, 229 East Park Avenue, Schoon had no update.

Hildebrandt introduced the final budgets for both INRCOG and RTC. Schoon provided a brief overview of each, highlighting any changes from the preliminary budgets as well as significant changes from the prior year. It was moved by Boesen, seconded by Wieland to approve the final INRCOG Budget as presented. The motion carried unanimously. It was moved by Barnett, seconded by Schildroth to approve the final RTC Budget as presented. The motion carried unanimously.

The Strategic Plan agenda item was tabled to a future meeting.

There being no further business, it was moved by Schildroth, seconded by Barnett, to adjourn the meeting at 12:00 p.m. The motion carried unanimously.

The next meeting of the INRCOG Executive Committee will be held at 11:30 a.m. on October 15th, 2026.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'B. Schoon', with a stylized flourish at the end.

Brian Schoon, Acting Secretary