

S.E.A.T. Board Minutes

Date: MARCH 14, 2008 **Time:** 11:00 a.m.

Location: Renaissance Savery, Des Moines Room

MEMBERS	YES	NO
Mike King		X
Linda Langenberg	X	
Jamie Fitzgerald	X	
Tom O'Neill	X	
Peggy Rice	X	
Christy Bates	X	
Margie Pitts	X	

Marge Pitts, Clay County Auditor, called the meeting to order at approximately 11:00 a.m. at the Renaissance Savery Hotel, Des Moines, Iowa.

Also present were Ann Cleary and Sarah Reisetter (Secretary of State's Office), Holly Fokkena (Butler County Auditor/Secretary/Treasurer of ISACA), Pat Gill and Vicky Ritz (Woodbury County), John Chido (Polk County) and Dawn Williams (Marshall County).

Moved by Peggy Rice, second by Christy Bates to approve the agenda for the March 14, 2008 S.E.A.T. Board meeting. All ayes. Motion carried.

Moved by Linda Langenberg, second by Jamie Fitzgerald to approve the minutes of the January 18, 2008 S.E.A.T. Board meeting. All ayes. Motion carried.

Moved by Linda Langenberg, second by Christy Bates to elect Marge Pitts as S.E.A.T. Chairperson and Peggy Rice as Secretary to the S.E.A.T. Board for terms ending January 31, 2009. All ayes. Motion carried.

Moved by Tom O'Neill and second by Christy Bates to appoint Jamie Fitzgerald, Linda Langenberg and Mike King to the S.E.A.T. Budget Sub-Committee. All ayes. Motion carried.

Moved by Jamie Fitzgerald and second by Christy Bates to appoint Peggy Rice, Marge Pitts and Tom O'Neill to the S.E.A.T. Policy Sub-Committee. All ayes. Motion carried.

Moved by Linda Langenberg, second by Tom O'Neill to appoint/reaffirm Pat Gill, Marge Pitts, John Chido, Jake Grandia, Dawn Williams, Vicki Ritz, Joni Ernst, Kyle Jenson, Ken Kline, Linda Langenberg, Paul Coates (ISU), Alan Vandehar (ISU), Sarah Reisetter (SOS) and Sandy Steinbach (SOS) to the S.E.A.T. Curriculum Committee. All ayes. Motion carried.

Marge Pitts updated the Board on the content from the S.E.A.T. Curriculum Committee meeting. There will be two continuing education classes one on April 16, 2008 at Carroll and one on April 18, 2008 at the Amanas. Each class will have a general session with three breakout sessions.

Organized to design, develop and deliver enhanced education and training for election officials.

The Chair appointed Linda Langenberg, Pat Gill, Holly Fokkena, Jamie Fitzgerald and Mike King to meet with Chris Scase regarding the need and content for a Fiscal Agent Agreement for S.E.A.T.

Holly Fokkena discussed with the Board the need for some clarification on what the S.E.A.T. Membership Dues paid for.

Moved by Christy Bates, second by Jamie Fitzgerald to amend SEAT Policy #2 to state that the policy applies to the S.E.A.T. Board, Curriculum Committee Members and members of special committees appointed by the S.E.A.T. Chair/Board. All ayes. Motion carried.

Motion by Christy Bates, second by Jamie Fitzgerald to amend the prior motion to include changing the S.E.A.T. Reimbursement Claim Form so that it is submitted directly to the ISACA Secretary/Treasurer. All ayes. Motion carried.

The S.E.A.T. Board discussed the ISU PEOT Service Contract which will expire in December 2008. Pat Gill stated that there was approximately \$305,000.00 left in HAVA money for S.E.A.T. training.

The next meeting of the S.E.A.T. Board will be during the Summer ISACA meeting in Clear Lake.

Motion by Tom O'Neill, second by Christy Bates to adjourn the meeting at 12:40 p.m. All ayes. Motion carried.

Respectfully submitted,

Peggy J. Rice

S.E.A.T. Board Secretary