



## **RSAI Leadership Group Organizational Meeting Minutes**

**October 9, 2025, immediately following Annual Meeting**

Solution Tree Learning Center, 611 5th Ave, Des Moines, IA 50309

**Leadership Group Attendees:** *Caleb Bonjour (Chair), Scott Williamson (Vice-Chair), Jeremy Hissem (Secretary/Treasurer), Brent Jorth and Ron Lorenz*

**Staff Attendees:** *Margaret Buckton, Dave Daughton and Jen Albers*

### **I Call to Order by Chair Bonjour**

*Bonjour called the meeting to order at 8:05 pm. A quorum of the board was present.*

### **II Action on Agenda**

*Lorenz moved and Jorth seconded approval of the agenda. Approved unanimously.*

### **III Action on Meeting Minutes**

- Leadership Group from September 10, 2025

*Hissem moved and Williamson seconded approval of the meeting minutes as presented. Approved unanimously.*

### **IV Review Membership Report**

*Albers shared the YTD membership report for FY 2026. Discussion ensued.*

### **V Action on Monthly Financials and Corporate Sponsors**

*Albers reviewed the financial statements through September 30, 2025 and bill pay listing. Albers also shared a request previously circulated via email from 10 Fold Architecture & Engineering for new RSAI Corporate Sponsorship. Hissem moved and Lorenz seconded approval of the financial statements and bill pay list as presented, along with accepting 10 Fold Architecture & Engineering as new RSAI Corporate Sponsors. Approved unanimously.*

### **VI Report of At-Large Election from Annual Meeting**

*Congratulations to Brent Jorth, Central Lyon CSD, on re-election to the at-large leadership group position through September 2028.*

### **VII Election of Officers for 2025-26**

- Chair
- Vice-Chair
- Secretary/Treasurer

*Lorenz moved that RSAI officers remain unchanged for the 2025-26 year, with Caleb Bonjour as RSAI Chair, Scott Williamson as RSAI Vice-Chair, and Jeremy Hissem as Secretary/Treasurer. Second by Hissem. No other nominations were brought forth. Approved unanimously.*

### **VIII Action on Meeting Schedule for 2025-26**

*The group discussed the proposed meeting schedule for 2025-26. Staff will circulate the final schedule and meeting planners.*

### **IX Review of RSAI Policies**

**X Update on TPRA Program**

*No update on TPRA at this meeting.*

**XI Discussion of RSAI Annual Meeting and Publicity**

*Albers and Buckton reviewed the current policies & procedures for RSAI. Discussion ensued. Buckton shared information about the required trainings on Open Meetings and Public Records. Members reviewed and signed updated Conflict of Interest Disclosures.*

**XII Other Business**

*No other business was brought up for discussion*

**XIII Adjourn**

*The meeting concluded by unanimous consent at 8:40pm.*

*Minutes respectfully submitted*

*Margaret Buckton, RSAI Professional Advocate, As of 10/9/2025*