



**RSAI Leadership Group Organizational Meeting Minutes**  
**October 15, 2024, immediately following the Annual Meeting**  
FFA Enrichment Center, DMACC Campus, Ankeny, Iowa

**Leadership Group Attendees:** *Paul Croghan (Chair), Scott Williamson (Vice-Chair), Caleb Bonjour, Justin Daggett, Dan Maeder. AEA representative – Nathan Wood.*

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

**I Call to Order by Chair Croghan**

*Croghan called the meeting to order at 7:42 pm. A quorum of the board was present.*

**II Action on Agenda**

*Maeder moved and Daggett seconded approval of the agenda. Approved unanimously.*

**III Action on Meeting Minutes from September 11, 2024**

*Bonjour 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 2025. Discussion ensued.*

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

*Albers reviewed the financial statements through August 31, 2024 and bill pay listing. Discussion ensued. Daggett moved and Maeder seconded approval of the financial statements and bill pay list as presented. Approved unanimously.*

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

*Congratulations to Caleb Bonjour, Gladbrook-Reinbeck CSD, on election to the at-large leadership group position through September 2027.*

**VII Election of Officers for 2024-25**

• **Chair**

*Williamson nominated Caleb Bonjour to the position of RSAI Chair. Second by Daggett. No other nominations were brought forth. Approved unanimously.*

• **Vice-Chair**

*Daggett nominated Scott Williamson to the position of RSAI Vice-Chair. Second by Maeder. No other nominations were brought forth. Approved unanimously.*

• **Secretary/Treasurer**

*Daggett nominated Nick Trenkamp to the position of RSAI Secretary/Treasurer. Second by Bonjour. No other nominations were brought forth. Approved unanimously.*

**VIII Action on Meeting Schedule for 2024-25**

Should we continue to hold Leadership Group meetings at Noon on the second Wednesday of most months via Zoom (skip Oct, Dec and June)?

- November 13, 2024
- January 15, 2025
- February 12, 2025

- March 12, 2025
- April 9, 2025
- May 14, 2025
- July 9, 2025
- August 13, 2025
- September 10, 2025
- *October 14, 2025 or October 21, 2025 – Likely 2025 RSAI Annual Meeting*

*The group discussed the proposed meeting schedule for 2024-25 meetings and suggested we proceed with the proposed dates above. Staff will circulate the final schedule and meeting planners.*

**IX Review of RSAI Policies**

*Albers and Buckton reviewed the current policies & procedures for RSAI. Discussion ensued. No changes were suggested. Members reviewed and signed updated Conflict of Interest Disclosures.*

**X Action on TPRA Agreement with Cherokee CSD**

*Buckton reviewed a proposed new agreement between RSAI and the Cherokee CSD related to the TPRA program. This memorializes the work that has been done by RSAI staff since the beginning of the grant program, and allows for RSAI to receive indirect fees on the TPRA grant program to help offset some of the work that has been incurred. Discussion ensued. Daggett moved approval of the Agreement as presented. Second by Bonjour. Approved Unanimously.*

**XI Discussion on Publicity from the Annual Meeting**

*Buckton reminded the group to share the press release from the RSAI Annual Meeting with local media.*

**XII Other Business**

*No other business was brought up for discussion.*

**XIII Adjourn**

*Maeder moved to adjourn and Williamson seconded. Approved unanimously. The meeting concluded at 8:00 pm.*

*Minutes respectfully submitted*

*Margaret Buckton, RSAI Professional Advocate, As of 10/15/2024*