

Mills County Examining Board March 4, 2026, Meeting Minutes

The meeting of the Mills County Examination Board was called to order at 10:30 a.m. in the EOC Conference Room, Mills County Courthouse, Glenwood, Iowa.

Present: Phil Warren, Sharon McNutt, Theresa Romens (virtually) & Amber Farnan

Motion-McNutt/Second-Romens to appoint Phil Warren as Board Chair; Aye-2 (McNutt & Romens) Nay-0 Abstain-1 (Warren) Motion Carried

Motion-McNutt/Second-Romens to appoint Theresa Romens as Board Secretary ; Aye-3 Nay-0 Motion Carried

Motion-McNutt/Second-Romens to approve the agenda as presented; Aye-3 Nay-0 Motion Carried

Farnan gave a brief overview of the duties of the Examining Board and discussed open meetings training.

Motion-McNutt/Second-Romens to draft and send letter to the active assessors on the list of eligible candidates received from the state, to omitting an assessor who is known to be retiring, and to add retired assessor from Council Bluffs, requesting interested parties submit their resume and cover letter by April 1, 2026; Aye-3 Nay-0 Motion Carried

Motion-McNutt/Second-Romens to set the next meeting for March 25, 2026 at 1:00 p.m.; Aye-3 Nay-0 Motion Carried

No action was taken on interview questions or interview dates & times; Examining Board will review questions and discuss at next meeting and set interviews after the April 1, 2026 submittal deadline.

Motion-McNutt/Second-Romens to adjourn at 11:11 a.m.; Aye-3 Nay-0 Meeting Adjourned



Phil Warren, Board Chair

ATTEST:



Amber Farnan, Interim Assessor, Clerk