



Kansas Association of City/County Management

Kansas Association of City/County Management

Board of Directors Meeting

Zoom

November 10, 2022

2:00 p.m. – 4:00 p.m.

Minutes

In Attendance: Jonathan Mitchell, Nathan Law, JD Gilbert, Leslie Herring, Ty Lasher, Todd Pelham, Ethan Reimer, Phillip Smith-Hanes, Taggart Wall, Kelly Passauer, Melissa McCoy. **Senior Advisors:** Courtney Christensen. **ICMA:** Karen Daly. **League Staff:** Kate Cooley. **Absent:** Michael Ort

1. **Call Meeting to Order:** President Jonathan Mitchell called the meeting to order at 2:02 pm
 - a. Ahead of the agenda, Mitchell gave a few updates, including informing the board about receiving a complaint from MCMA following the ICMA Reception. The incident was addressed and dealt with accordingly by the executive committee. In addition, following the retreat in September, the decision has been made to move forward to seek outside assistance to pursue a formal strategic plan process for the organization. Updates will be made accordingly. Finally, Nathan Law was officially named as the ICMA conference planning designee for the 2023 conference.
2. **Approval of Board Minutes:** Phillip Smith-Hanes moved and Kelly Passauer seconded a motion to approve the minutes from the April 14 meeting, with a correction made to the spelling of Kelly's last name. Motion was approved.
3. **Treasurer's Report:** JD Gilbert reviewed the financial statements and discussed the balances. A suggestion was made to update 'Fall Conference; heading to 'Annual Conference' in the spreadsheet to match terminology, with agreement by Melissa McCoy. Revenue dues and membership is healthy. Additional interest being collected on CDs thanks to the PMIB matching current rates. Jobs Newsletter also bringing additional revenue. Digital Marketing does not have any expenses to date, there was discussion to carry over that line item to next year.
 - a. **Approve financial statement & quarterly invoice:** Phillip Smith-Hanes moved and Nathan Law seconded to approve both the financial statement and quarterly invoice.
4. **Approve 2023 Budget:** The board discussed a carryover to the marketing line item, anticipating the marketing committee may have expenses in 2023 relating to their efforts. With the board seeking a firm to oversee strategic planning efforts, a request was made to set aside \$3,000 for potential expenses. All other proposed line items in the budget were agreed upon. Phillip Smith-Hanes moved and Ethan Reimer seconded a motion to approve the budget with those adjustments. Motion was approved.



Kansas Association of City/County Management

5. **ICMA Update:** Karen Daly gave an update on ICMA dues reduction effective in January if on a renewal and as a new member, 13% reduction in dues. Small city category (7,000 population and under) has a separate dues category and other eligible discount. Local Government Reimagined rollout starting in Mountain Plains region conference; OKCity in February. 'Local Government Reimagined' replacing Regional Conferences for ICMA. A note was made about members having access to EAPs through ICMA (Equilibrium) – EAP access is free for both members and family members. Still covers members in transition as well.
6. **Committee Reports**
 - a. **Nominating Committee Report.** Taggart Wall gave an update on the recommendations for the 2022 nominations. Wall also reminded the board that once a member expresses interest in a board position, they do not have to reapply and to keep track of that list for the coming years. Mitchell moved and Lasher seconded a motion to approve the slate of officers as reported.. Motion was approved.
 - b. **Awards/Recognition.** Wall shared the committee met on November 3, and their recommendations for the 2022 award recipients was approved by the board on 11/10; discussion on recognizing in-memoriam contributions and whether appropriate to make it a regular process. The in-memoriam contribution in discussion was discovered to be a non-member, so instead of an award or recognition a nicely written letter to the family and to the community for his contribution to the profession was decided. Mitchell & Cooley will follow up on that request.
 - i. Awards as follows approved by the board:
 - ii. Lifetime Membership awarded to Howard Partington
 - iii. Career Achievement; Richard Nienstedt
 - iv. Early Career for Sarah Gooding and Jared Wasinger
 - v. Sunflower Award: Michael Wilkes
 - vi. Leadership Award; committee declined to make a selection
 - vii. Buford Watson: Brian Silcott
 - c. **Conference Planning,** Kate Cooley gave an update on the 2022 conference; 94 registrations to date, and anticipate a few more. Everything is solidified. The date for Winter Seminar at WSU will be February 16, 2023. No other information about that event was available at the time of the meeting.
 - d. **Ethics:** Michael Ort was not in attendance; no report for ethics.
 - e. **Foundation Fund Trustees:** Courtney Christensen gave an update with where fundraising stands for the Foundation. Due to the volatile stocks and bond market, the balance is still hovering around \$30,000; over \$7,000 was donated this year, but when the stock market stabilizes, we hope to see a big jump to regain those funds. The Foundation is meeting next week. A decision will be made whether to have the president as a two-year term; they will continue to work on fundraising. Fundraising dinner option / sponsor agreed to pay 100% for appetizers and drinks at the League Conference – that will be an option for Wichita next year. Cookout option at April/Spring Conference will become an annual event; GBA has agreed to be a sponsor again this year. \$1,500 sponsorship. A push for end-of-year call for donations will be made.



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- f. **Marketing Committee:** Ethan Reimer reported a meeting was held recently and the committee is seeking direction from the board / visioning process to establish who the audience is, get member spotlight collected / student spotlight to keep their interest in the profession alive. Will meet in Great Bend to brainstorm more ideas.
 - g. **Membership:** Phillip Smith-Hanes reported he and Taggart have been exchanging emails re: the survey they'd like to conduct at conference. Membership Committee will meet at conference.
 7. **Senior Advisors Report:** Courtney indicated quarterly reports have been submitted; of the 5 advisors, interim work is being done by 3 so it's been busy – in addition to two being ill and working through that. Senior Advisors continue working with individuals who are having difficulty with current political environment and others who have been released from position. Jonathan reminded and encouraged participation by the senior advisors, and reinforced their expenses related to participation of anything in state would be covered, but out of state, only one person would be reimbursed for expenses.
 8. **LEAPs Report.** Nikki Harrison provided a document for the packet with LEAPs information for 2022. It was noted that Hiawatha just hired Becky Berger (the document listed vacant because at the time of submission, it was not a done deal).
 9. **Approve Draft KACM Membership Meeting Agenda:** Phillip Smith-Hanes moved; Melissa McCoy second to approve membership meeting agenda. The Membership Meeting will take place at the KACM Annual Conference on December 1.
 10. **Upcoming Events:** Cooley provided the upcoming events flyer listing 2023 dates/locations as known.
 11. **Next Board Meeting:** In conjunction with Winter WSU Seminar / 2023
 12. The meeting Adjourned at 3:01