



Kansas Association of City/County Management

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Board of Directors Meeting

Zoom

April 14, 2022

Agenda

In attendance: Jonathan Mitchell, Ty Lasher, JD Gilbert, Phil Smith-Hanes, Kelly Passauer, Michael Ort, Todd Pelham, Leslie Herring, Barack Matite, Melissa McCoy, Ethan Reimer, Taggart Wall, Nathan Law, Courtney Christensen, John Deardoff

1. **Call Meeting to Order.** President Mitchell called the meeting to order at 2:01
2. **Approval of Board Minutes**
 - a. Ty Lasher moved and Kelly Passauer seconded a motion to approve the minutes from the February 9, 2022 meeting. Approved
3. **Treasurer's Report.** Gilbert reviewed the financial statements and discussed the balances. ICMA Planning Conference expenditures aren't all in yet. Jobs Newsletter is a strong source of revenue.
 - a. **Approve Financial Statement & Approve Quarterly Invoice.** Phil Smith Hanes moved and Michael Ort seconded a motion to approve the financial statement and quarterly invoice. Motion was approved.
4. **Committee Reports**
 - a. **Awards/Recognition.** Wall reported the Awards committee met on April 12 and have the following recommendations for scholarship recipients (see below). Scholarships will be awarded at the April 28 meeting in Lawrence. Additional consideration made by the committee included the candidate will be eligible for the Rising Star only once. Secondly, a candidate is not eligible for the scholarship if they are in the final semester of study. Finally, for the career recognition, recipient must be an active member of KACM to be recognized.
 - i. KACM & Virgil A. Basgall Scholarships; recipients are Olivia Ortiz (KU) for the Basgall, and Alex Corrado (KSU) and Danielle Gabor (WSU) for the KACM scholarships.
 - ii. Rising Star Scholarships; recipients are David Hay (Lindsborg) and Jessie Woodrow (Kechi)
 - iii. Life Members; 2 recommended as John Deardoff and Ray Hummert
 - b. **Conference Planning**
 - i. **KCCM Spring Conference & Planning for 2022 KACM Conference**
 1. Law reported the next conference will be KCCM in Lawrence April 28-29, and registration has opened. Those in attendance can participate in a planning committee meeting to discuss the annual event set for Great Bend later this year. The agenda is attached and includes some preliminary plans. Cooley discussed the keynote option, who was recommended by Kendal Francis, and the social events. Breakout topics will be discussed later this month, or board is welcome to give feedback.
 - ii. **2023 KACM Conference Bids.** Cooley discussed the bids for the 2023 conference. The board selected Dodge City as the location for the event, and Cooley will secure contracts and notify the cities not selected.
 - c. **Ethics.** Ort gave an update on the Ethics policy for KACM and follow up conversation and feedback from Martha Perego with ICMA. Language will be updated in the document to remove 'news media' and amend



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'newsletter' with 'listserv.' The Code of Conduct will go before the membership at the April meeting for adoption. Taggart Wall moved as amended with the listed recommendations and Ethan Reimer seconded the motion. The motion was approved.

- d. **Foundation Fund Trustees.** Courtney gave an update on the finances; a little over \$32,000 in funds to date.
 - i. **Foundation Fundraiser.** Courtney gave a reminder about the Foundation fundraising dinner will be held April 28; individuals may register through the KU conference, or RSVP directly to her if interested in attending the event.
 - e. **Marketing Committee.** Reimer gave an update on marketing and starting a LinkedIn page for the organization. Membership spotlights are being lined up and will be sent to League staff for updating the website.
 - f. **Membership.** Smith-Hanes gave an update on membership.
5. **Senior Advisors Report.** Deardoff gave the Senior Advisors update.
- a. **General Update.** All Senior Advisors are making contacts, keeping track of placements in each region and whether new managers need assistance.
 - b. **Members In Transition**
 - c. **ICMA Equilibrium Benefit.** Courtney gave an overview of a new program put out by ICMA. Equilibrium is a no-fee service for all managers, assistants, and MITs on the LifeWorks platform. It is a confidential online program to become connected to a professionally trained counselor or advisor focusing on work-life-balance, mental health issues, finance, and many other topics. All ICMA members received an email with login information and outlining the program. Resources and referrals are available for longer-term issues.
 - d. **Other Business:** could Senior Advisors serve as mentors? Or could the Senior Advisors match people to build a mentorship program; something up for discussion at a later point and build a more formal program.
6. **Senior Advisor Expenses.** Mitchell wanted to clarify what acceptable reimbursable funds would apply to the Senior Advisor program. When traveling to out-of-state events, the Senior Advisors would discuss amongst themselves who is traveling, limited to only one.
7. **Upcoming Events.** Mitchell & Cooley referred to the upcoming events flyer in the packet. The ICMA reception site has been selected as Elevator Brewing Company, and sponsorships are being sought.
8. **Next Board Meeting.**
- a. **Summer Retreat** – Board discussed the value of the summer retreat and plans to convene in Hoisington in August. Mitchell and Cooley will coordinate dates and plans.
 - b. **November Board Meeting** will be held virtually. Cooley will send a Doodle Poll to determine best date and time.
9. **Other Business.** Mitchell mentioned he asked the League to put out reminders about the Revenue Neutral Rate to assist KACM. Leslie recommended Kansas Women in Government Chapter promoted social events or conferences through the listserv. Better use of the listserv to get the word out state-wide and to membership.
10. **Adjourn.** The meeting was adjourned at 3:28