



Kansas Association of City/County Management

Kansas Association of City/County Management

Board of Directors Meeting

Johnny's Tavern, Lawrence

April 24, 2019 – 6:30 p.m.

Minutes

In Attendance: Cherise Tieben, Becky Berger, Jonathan Mitchell, Jennifer Cunningham, Jason Hilgers, Nathan Law, Barack Matite, Penny Post oak Ferguson, Ethan Reimer, Michael Schrage, Taggart Wall, Michael Webb, and Don Cawby. **Senior Advisor:** Dennis Kissinger. **League Staff:** Trey Cocking, Kate Cooley, and Kaitlyn Willis. **Absent:** Kathy Sexton.

1. **Call Meeting to Order.** President Tieben called the meeting to order at 6:38 p.m.
2. **Approval of Minutes.** Mitchell moved and Law seconded a motion to approve the minutes from February 13, 2019. Motion was approved.
3. **Treasurer's Report.** Mitchell reviewed the financial statement and discussed the balances and investing with CoreFirst Bank & Trust in Topeka.
 - a. **Approve Quarterly Invoice.** Hilgers moved and Reimer seconded a motion to approve the quarterly invoice. Motion was approved.
 - b. **Approve Current Financial Statement.** Law moved and Webb seconded a motion to approve the financial statement. Motion was approved.
4. **Committee Reports**
 - a. **Awards/Recognition.** Berger reported the recipients of the upcoming awards. Brooke Bailey (WSU) will receive the Virgil Basgall Scholarship for \$3,000. Jeffery Rhodes (KU) and Marissa Flaget-Jones (KSU) will receive the KACM Scholarships for \$2,000 each. Tristin Terhune (Bel Aire), Jennifer Martin (Lenexa), and Chad Musick (Eudora) will receive the Rising Star Scholarships for \$1,000 each. Mitchell moved and Webb seconded motion to approve scholarships. Motion was approved.
 - b. **Conference Planning.**
 - i. **Planning for 2019 Annual Conference.** Cooley referred to the preliminary schedule in the board packet. Cunningham discussed adding a speaker to the 2019 conference and having a diversity workshop instead of an ICMA workshop.
 - ii. **Selection of 2020 Conference Site.** Cooley visited Great Bend and liked the location for the 2020 conference. Cooley discussed hosting the conference on December 2-4, and the board had no conflicts with the dates.



Kansas Association of City/County Management

- c. **Ethics.** Penny Post oak Ferguson did not have any items to report.
 - d. **Membership**
 - i. **Membership Report.** Law referred to the Membership Report included in the board packet. Anyone who had a free membership and did not renew was included in the report. The board discussed contacting the eligible non-members in western Kansas and encouraging them to join. The board also discussed offering a discount for first time attendees at the conference.
 - ii. **Joint Membership Recruitment Effort with ICMA.** Law discussed the joint membership recruitment effort with ICMA. Law updated the letters that may be sent out in June. Law made a motion to approve the letter with his changes and offer a \$60 discount for the 2020 conference if signed up by November 1. Schrage seconded that motion and the motion was approved.
 - e. **Mentoring.** Wall discussed the mentoring program and encouraged members to view the webinars he shares on the listserv from ICMA.
 - f. **ICMA.** Tieben reported that Webb is a candidate for Mountain Plains Regional Vice President.
 - i. **Life Membership.** No update was given.
 - ii. **Annual Conference Planning Committee:** Currently there are no volunteers from Kansas serving in Nashville. Mitchell will be attending the 2020 Annual Conference in Toronto.
 - iii. **ICMA Coaching Program Contract Renewal.** Wall and Kissinger discussed the ICMA/State Sponsor Agreement included in the packet. Tieben asked Willis to contact ICMA to provide the dates the previous contract covered, and the dates the new contract will cover. Wall moved and Webb seconded a motion to renew the contract for three years. Motion was approved.
 - g. **University Liaison.** The board discussed the current liaisons for KSU, KU, and WSU and they had no updates. Cawby will be a liaison for KU for the time being.
5. **Senior Advisor Report**
- a. **Discussion Regarding Additional Advisor.** Kissinger will retire in December of 2019, so he is looking for an advisor in western Kansas. There is interest in the position, so Kissinger encouraged the board to come up with a plan to recruit people. The board discussed how to announce and find candidates based on KACM's bylaws. Matite moved and Webb seconded a motion to approve Ray Hummert as an Interim Senior Advisor and let the president appoint the permanent Senior Advisor. Motion was approved.
 - b. **State Sponsor Senior Advisor Program Policy.** Kissinger asked the board to adopt new language in Section V of Appendix A to lessen the restrictions of outside activities. The board



Kansas Association of City/County Management

discussed the possible language and postponed a motion until the whole board could see the final language. Cocking asked Kissinger to send the updated language to Willis to finalize and email to the board.

6. Old Business

- a. **Job Newsletter Update.** Cocking provided an update on the Job Newsletter. Once approved, it will take six to eight weeks to be ready. Matite moved and Berger seconded a motion to approve the contract. Motion was approved.

7. New Business

- a. Tieben referred to the upcoming events.

8. Next Board Meeting Date/Time: December 4, Dodge City.

- a. **Discussion of Retreat.** Tieben discussed meeting in Dodge City before the annual conference in Garden City. There will be a meeting on Wednesday at 10 a.m. before the Annual Conference in Garden City.
- b. **Topics for Discussion:** Senior Advisor, scholarships, and expense of Spring KU conference.

9. Adjourn. The meeting was adjourned at 8:21 p.m.