

**Kansas Association of City/County Management**

*Board of Directors Meeting*

The Eldridge – Jayhawker Room

701 Massachusetts Street

Lawrence, KS 66044

August 28, 2015 - 12:00 p.m.

***In Attendance:*** Becky Anderson, Doug Bach, Don Cawby, Trey Cocking, Nick Hernandez, Jonathan Mitchell, Jaci Reimer, Randy Riggs, Kathy Sexton, Susan Sherman, Matt Stiles, Diane Stoddard. ***Others:*** Dennis Kissinger (Senior Advisor), Mike Koss (staff).

1. **Call to Order.** President Stoddard called the meeting to order at 12:00 p.m.
2. **Minutes.** Sexton moved and Sherman seconded a motion to approve the minutes from the April 15, 2015, meeting. Motion was approved without objection.
3. **Treasurer's Report.** The board reviewed the quarterly financial statement. Mitchell asked that League staff do a breakdown of Spring Conference revenues and expenses for the quarterly financial statement, similar to what exists for the Fall Conference. Bach then moved to approve the quarterly financial statement. Mitchell seconded the motion, which was approved without objection. Stoddard reviewed the quarterly invoice statement. Bach moved and Stiles seconded a motion to approve the quarterly financial statement. Motion was approved without objection. Koss asked the Board whether members that qualified for a first year waiver of dues and a first-year dues reimbursement as part of LEAPS could have the dues waived instead of the League reimbursement. The board reached a consensus to waive the dues.
4. **Committee Reports.**
  - a. **Awards.** Bach presented the Awards Committee report. He discussed and distributed a handout of a proposed schedule for handling the nominations for the Fall Conference awards.
  - b. **Conference Planning.** Hernandez presented the Conference Planning Committee report. He discussed the KACM reception at the ICMA conference, and that the Missouri and Nebraska associations were jointly hosting the reception. Stoddard asked that a message be sent on the listserv reminding members of the reception's location. Hernandez then discussed the KACM Fall Conference. The board reached a consensus that the board meeting at the conference should be at 2:00 p.m. on Wednesday. Cocking led a discussion about the 2017 KACM Fall Conference, and the board decided League staff should issue an RFP on the listserv.
  - c. **Ethics.** Riggs presented the Ethics Committee report. He reported that he would soon begin reaching out to members about posting ethics case studies on the listserv. The board also reached a consensus that the listserv etiquette policy should be posted on the listserv at the beginning of each year. Riggs then led a discussion about a potential ethics violation and how it should be resolved. The board determined that a private letter should be sent to the individual by Stoddard.

- d. **Membership.** Koss presented the membership report. He led a discussion about the differences between the current dues population categories and membership population categories. Stoddard instructed Koss to send this information to Don Cawby to review whether the inequities justified changes to either.
  - e. **Life, Well Run.** Sexton gave the *Life, Well Run* Committee report. She informed the board that she was in contact with ICMA about the initiative and would update the board if any changes occurred.
  - f. **Mentoring.** Sherman presented the Mentoring Committee report. She discussed the committee's plans to increase the size of the mentoring program, and that another round of applications was being prepared. She also mentioned that ICMA's Strategic Planning process was under way, and that she would be soliciting input from membership.
5. **Senior Advisor Report.** Kissinger presented the Senior Advisor report. He presented a proposed Senior Advisor Policy and Performance Review to the board for approval. Mitchell moved and Bach seconded a motion to approve both documents. Motion was approved without objection.
6. **Board Vacancy.** Stoddard discussed the vacancy in the board resulting from Paul Briseno's departure from Hays. She reviewed her solicitation of nominations, and presented a number of candidates to the board. Mitchell moved and Sexton seconded a motion to nominate Cherise Tieben, City Manager of Dodge City, to fill the vacancy upon confirmation of her qualifications. Motion was approved without objection.
7. **Other Business.** Koss led a discussion about the termination of the hosting contract for the DocShare web page, the League's plans to update its website, and the effect those changes may have on the KACM website. A consensus was reached that the *Life, Well Run* initiative should be an important component of the new site. Stoddard stated that she would solicit volunteers to review any potential changes to the website. Koss then presented a KACM Welcome Packet assembled by staff. Mitchell moved and Bach seconded a motion to approve the packet and include the listserv etiquette policy. Motion was approved without objection. Koss then presented the KACM Administrative Policies. Cocking suggested that the duties of the Executive Committee be added to the Policy.
8. **Next Meeting.** The board decided that the next meeting would be held at 2:00 p.m., December 2<sup>nd</sup>, in McPherson.
9. **Adjournment.** There being no other business, the meeting was adjourned at 1:40 p.m.