



**Kansas Association of City/County Management**  
Board of Directors Meeting Minutes  
River City Brewing Company - 150 N Mosley St., Wichita, KS 67202  
February 1, 2017 7:00 p.m.

**In attendance:** Doug Bach, Don Cawby, Emily Clouse, Nick Hernandez, Nathan Law, Lane Massey, Gary Meagher, Jonathan Mitchell, Penny Postoak Ferguson, Michael Schrage, Kathy Sexton, Matthew Stiles, Cherise Tieben, Michael Webb. Guests: Trey Cocking, Danielle Dulin, Mike Nolan, Eric Wade. League Staff: Cindy Green

1. **Call Meeting to Order.** Doug Bach called the meeting to order at 7:15 p.m.
2. **Introductions of New Board Members.** Members introduced themselves.
3. **Board Minutes.** Cawby moved and Hernandez seconded a motion to approve the minutes from the November 30, 2016 meeting. Motion was approved.
4. **KACM 100<sup>th</sup> Anniversary Committee.** Trey Cocking and Eric Wade, Committee Chairs, provided an overview of potential events at the annual Conference being held in November in Lenexa. Discussion of special events for 100<sup>th</sup> anniversary included a band on Thursday night and a Yeti knock-off tumbler (\$18 each = \$2,000) with 100-year special logo. Lenexa will design the logo. Board thanked Trey and Eric for their committee's work and encouraged further refinement of their requested budget from KACM vs. expenses to be covered by sponsorships. Some discussion occurred about the value of a band for this type of event. Board directed Cindy to request proclamations from the Governor, Senate and House in honor of KACM's 100<sup>th</sup> Anniversary. In addition, a request for cities to create a proclamation and visit cities that are not members to educate them on the value of KACM. Send formal invitations to Marc Ott, ICMA Executive Director, and if he can't attend, then to Bob O'Neill, past ICMA Executive Director, for the Annual Conference and 100<sup>th</sup> anniversary celebration.
5. **Treasurer's Report.**
  - a. **2016 Year End financial statement.** Sexton moved and Mitchell seconded a motion to approve the 2016 Year End financial statement. Motion was approved.
  - b. **Quarterly invoice.** Cawby moved and Massey seconded a motion to approve the quarterly invoice. Motion was approved.
  - c. After discussion on checking account balances, Cawby moved and Postoak Ferguson seconded a motion for the Treasurer to work with Rynae Plue to invest funds in CD's, leaving a minimum balance in the checking account of \$10,000. Motion was approved.
6. **Committee Reports.**
  - a. **Awards/Recognition.** Clouse made a great presentation at conference and there was a nice turnout for Buford Watson Award presentation in Mission Hills for Courtney Christensen. In April, scholarships will be awarded.
  - b. **Conference Planning.**
    - i. The 2016 Conference Wrap-up showed good feedback. The Conference cleared over \$4,000.
    - ii. Planning for 2017 KACM Conference. Starting earlier and requesting ideas now. Cawby will not host a Conference meeting in April at the KU Conference, but will

have a conference call prior to then. He wants the conference agenda nailed down by August.

iii. Upcoming Events.

1. ICMA Reception in San Antonio. Tieben will share list of topics on listserv for feedback and names of potential speakers. Check with MO and NE if they will be joining in reception. Suggested reception be off the main area but within walking distance or on the trolley line. Postoak Ferguson will share reception location ideas with Kate since she worked there.

- c. **Ethics.** Clouse stated there is one potential ethics case to investigate once the court case is completed. There was a request for an issue regarding two KACM members but after discussion, the Board determined it was a personnel matter. Suggested Senior Advisor can assist and if criminal in nature suggest law enforcement or their own attorney. Clouse will draft a policy about how to address member complaints.
- d. **Membership.** Committee met on January 30<sup>th</sup> via phone conference to discuss role of committee in membership applications and several recent applications and how protests for new members works. Mitchell moved and Webb seconded a motion to update the membership application to include: 1. Required fields be completed on the form; 2. If a student, verify; 3. Attach PDF of resume. Mitchell moved and Sexton seconded the motion to go into executive session with the entire board until 8:50 p.m. to discuss a personnel matter. Motion was approved.

Returned from Executive Session at 8:50 p.m. Sexton motioned and Webb seconded the motion to not accept Joel Pile's application at this time but request confirmation of KACM and ICMA membership history and then refer the matter to Emily so she can consult with ICMA and the Ethics Committee can review the facts to add clarity before making a final decision. Motion was approved.

Role of membership committee is to promote KACM to new members and non-members. Advocate services and remind members moving from out of state they receive one free year. Mitchell discussed the membership options and moved and Webb seconded a motion to consider updating the bylaws to change Honorary member to Life Member, with a matching description from ICMA. Motion was approved. Bylaw changes will be drafted and reviewed at next board meeting and prepared for April Membership Meeting.

- e. **Mentoring.** No report.

f. **ICMA**

- i. **Update.** Submitted by Susan Sherman. Membership continues to grow especially in the Department Director (\$200 annual dues) and student chapter areas. There are over 11,000 members. Strategic Plan has been presented to the ICMA Board, ICMA staff is now working on an implementation plan. Strategic Plan can be found on ICMA website [www.icma.org](http://www.icma.org)

ICMA is working on the Code of Ethics. In 2016, Tenet 3 was reviewed and final adjustments are being made on any language changes there. In 2017, Tenet 4 is up for review. Tenet 4 is "Recognize that the chief function of local government at all times is to serve the best interests of all of the people." Watch for opportunities to provide feedback.

National Coaching Program is underway for 2017. Kansas is a partner in this program.

ICMA Regional Summit is May 3-5 in Sandy Utah. KACM is sending Jonathan Mitchell as their representative to be on the nominating committee for the next ICMA Board member. Hannes Zacharias will be chairing the nominating committee this year as a NACO representative.

ICMA Annual Conference is in San Antonio, Texas October 22-25.

- ii. **ICMA-KACM Agreement.** Post oak Ferguson moved and Mitchell seconded to approve the ICMA-KACM Agreement. Motion was approved. Bach will update president's responsibilities to include review of ICMA-KACM agreement with ICMA staff to confirm both entities are fulfilling the agreement.
  - iii. **Future of Professional Management Fund.** This fund is the replacement for Life Well Run and will be under the treasurer's responsibility.
  - iv. **University Liaison.** Bach's goal is to communicate with the three universities with programs, encourage students in the field and grow scholarship applications. He will bring recommendations to the April meeting.
7. **Senior Advisor Report.** Green shared Dennis Kissinger's mother passed away December 31, shortly after his father last fall so he has not been as active as a Senior Advisor. ID Creech did not respond to attending this meeting, so Bach will contact him.
8. Other Business
- a. **List of Board Members** – distributed.
  - b. **2017 KACM Board Meeting Dates.** Doug is trying to schedule board retreat at Sporting KC. Tentative date is August 19.
  - c. **Listserv Etiquette.** Reminder to not reply all when discussing membership application.
9. Next Board Meeting Date/Time: April 26, 2017 6:00 p.m. at Oread Hotel, Hancock Library room in conjunction with KU KACM Conference April 27<sup>th</sup> – 28<sup>th</sup>.
10. Adjourn. Clouse moved and Sexton seconded a motion to adjourn the meeting. Motion was approved. Adjourned at 9:30 p.m.