



**Kansas Association of City/County Management**

*Board of Directors Meeting Minutes*

Public at Brickyard, Wichita, KS

January 31, 2018 6:30 p.m.

**In Attendance:** Don Cawby, Cherise Tieben, Kathy Sexton, Matthew Stiles, Nathan Law, Doug Bach, Jonathan Mitchell., Michael Schrage, Becky Berger, Jennifer Cunningham, Jason Hilgers, and Taggart Wall. Senior Advisor: Mac Manning. League Staff: Trey Cocking Absent: Penny Postoak Ferguson, Michael Webb, and Senior Advisor Dennis Kissinger.

1. **Call Meeting to Order.** President Cawby called the meeting to order at 6:46 p.m.
2. **Approval of Minutes.** Stiles moved and Schrage seconded, to approve the minutes as revised from November 15, 2017 board meeting. Motion was approved. Item 4 a(ii.) and 4 b were modified (See Revised Minutes)
3. **Treasurer's Report.** Stiles reviewed the financial statement and discussed the balances. President Cawby discussed the scholarship programs, and then talked about the establishment of a charitable fund and possible estate planning. Cocking agreed to find out if LKM has a mechanism for tax-deductible donations that KACM could use.
  - a. **Approve financial statement.** Law moved and Tieben seconded a motion to approve the financial statement. Motion was approved.
  - b. **Approve quarterly invoice.** Mitchell moved and Law seconded a motion to approve the quarterly invoice. Motion was approved.
4. **Committee Reports**
  - a. **Awards/Recognition.** Sexton discussed the Rising Star Scholarship and asked for ideas and thoughts. Schrage moved and Mitchell seconded to approve the draft as presented. Motion was approved.
  - b. **Conference Planning.** President Cawby went over the results of the 2017 Annual Conference Survey.
  - c. **Ethics.** Postoak Ferguson will serve as chair and Kissinger will assist with issues.
  - d. **Membership.**
    - i. Mitchell gave an update on membership.
    - ii. President Cawby discussed lifetime membership and getting updated information on possible members. Mitchell will follow up with Kissinger to get a list of life membership candidates for Board approval.
  - e. **Mentoring.** Susan Sherman was not present to give a report.



- f. **ICMA**
  - i. **ICMA-KACM Affiliate agreement.** Stiles made a motion to approve the agreement and Law seconded the motion. Motion approved.
  - ii. **ICMA Senior Advisor Agreement.** Stiles made a motion to approve the agreement and Law seconded the motion. Motion approved.
  - iii. **University Liaison.** Stiles – talked about the Hugo Wall Society at WSU, Mitchell – K-State discussed the K-State Program and working with Hilgers and the City of Manhattan to be more successful with getting student participation. – KU President Cawby talked briefly about KU.
5. **Senior Advisor Report.** Kissinger sent an email to the board with his activities. President Cawby recommended the reappointment of Mac Manning as a Senior Advisor. Mitchell motioned and seconded by Sexton. Motion approved.
6. **Other Business**
  - a. **KACM League Agreement.** Sexton went over the changes to the agreement recommended by the Executive Committee. See attached document. The board will review the changes and look to approve the agreement at the April meeting. Cocking discussed issues with the current KACM website. President Cawby assigned a subcommittee to review website issues and develop a new website. Mitchell, Berger, Cunningham, and Wall were appointed.
  - b. **2018 KACM Meeting Dates.** President Cawby announced that he would set the date for the August KACM board meeting in Osawatomie before the next Board Meeting. The executive board will meet at 5 p.m. on April 25 prior to the Board meeting.
  - c. **ELGL Diversity Dashboard Initiative.** Cocking discussed ELGL dashboard proposal. The board was ok with that information being sent out to members. Berger made a motion to approve sending ELGL dashboard, second by Mitchell. Motion approved.
  - d. **Mountain Plains.** Bach talked about the Mountain Plains Conference and then ICMA board nomination process.
  - e. **KACM Board Goals.** Tieben discussed goals for the year including getting minutes out two weeks after the board meeting, updating the website, orienting new board members and finding a way to send out important emails to all members instead of using the listserv since some members don't subscribe to the listserv.
7. **Next Board Meeting Date/Time.** April 25, 2018 at 6:30 at the Lawrence Beer Company with KU Spring Conference.
8. **Adjourn.** The meeting was adjourned at 8:43 p.m.