



Kansas Association of City/County Management

DRAFT Board of Directors Meeting Minutes

Pipes Board Room

Overland Park Convention Center

October 10, 2016 - 8:00 a.m.

In Attendance: Don Cawby, Emily Clouse, Nick Hernandez, Susan Sherman, Cherise Tieben and Dennis Kissinger, Senior Advisor. Members participating by conference call: Lane Massey, Kathy Sexton and Diane Stoddard. League staff present: Cindy Green and Nikki Harrison.

1. **Call to Order.** President Hernandez called the meeting to order at 8:06 a.m.
2. **Minutes.** Sherman moved and Cawby seconded a motion to approve the minutes from the August 19, 2016, meeting. Motion was approved without objection.
3. **Treasurer's Report.** The board reviewed the quarterly financial statement. Hernandez suggests charging a flat fee for the KACM board meeting in Arkansas City. Cawby then moved to approve the August financial statement. Tieben seconded the motion, which was approved without objection.
4. **Committee Reports.**
 - a. **Awards.** Tieben stated that the awards notice had been sent out. Suggests reaching out about those who have retired and notify their colleagues of the availability of the Career Achievement Award. Diane mentioned Randy Riggs and Cherise heard that John Sweet is retiring. Discussed the current number of city administrator/manager vacancies.
 - b. **Conference Planning.** Board discussed adding a golf outing as an option for a mobile workshop. Stoddard suggests adding it to the registration form to determine interest. Reviewed draft brochure for 2016 KACM Conference. League requested an increase to the host city contribution. Cawby moved to increase host city contribution an additional \$500 in the 2019 RFP, Tieben seconded, which was approved without objection. Sherman reported the ICMA Conference went well. Hernandez's heard that the partner program had not gone well. The original speaker was injured and replacement speaker did not provide an engaging presentation. In previous years this has been a positive event.
 - c. **Ethics.** Hernandez introduced Emily Clouse as the Ethics chair. He learned from Martha Prego that if those being accused of ethics violations are not ICMA members then KACM must take appropriate action. The board discussed current open investigations.

Hernandez suggested that Clouse meet with Martha Prego and Randy Riggs past KACM Ethics chair. Dennis Kissenger, Senior Advisor offered his support. Sexton suggested giving Clouse a copy of the bylaws to establish an internal procedure.

- d. **Membership.** No Report
 - e. **Life, Well Run.** Sexton gave the *Life, Well Run* Committee report. She is in contact with ICMA to get a list of donations for this year for the next meeting to approve payment for processing. Also checking to see if ICMA sends reminders for pledges.
 - f. **Mentoring.** Sherman reports that her term on the ICMA is up September 2017. Deadline to notify ICMA is October 17. KACM will submit two non cao KACM members to be considered for the seat.
 - i. Discussion on how to promote the ICMA Mentoring Program. Kissenger states that there is more interest in being a mentor than a mentee. Suggest altering the approach to focus resources on Coaching. Sherman suggested using a less formal process.
5. **Board Vacancy.** Hernandez reports that Berger, Riggs, Llewelyn and potentially Massey board seats are or will be vacant. Suggests asking Berger to finish this term. Send out an extension of interest. President appoints four board members to the nominating committee. Stoddard will chair, Cawby (medium), Clouse (small) and Sherman (large).
 6. **Senior Advisor Report.** Kissinger presented the Senior Advisor report. He reports that he attended the ICMA conference and discussed current administrator/manager vacancies.
 7. **Other Business.** Hernandez requests that KACM invite Karen Daily, International Hispanic Network Regional Representative to the Annual Conference. The Network would like to build their membership in Kansas. No objections. Dennis suggests that KACM make additional effort to notify small cities of the Buford Watson award.
 8. **Next Meeting.** The next board meeting would be held at 2:00 p.m., Wednesday, November 30th, in Newton.
 9. **Adjournment.** There being no other business, the meeting was adjourned at 8:50 a.m.