



**Kansas Association of City/County Management**

*DRAFT Board of Directors Meeting Minutes*

Median Center

Newton, Kansas

November 30, 2016 - 2:00 p.m.

***In Attendance:*** Doug Bach, Don Cawby, Nick Hernandez, Jonathan Mitchell, Kathy Sexton, Matt Stiles and Diane Stoddard and Dennis Kissinger, Senior Advisor. Member participating by conference call: Emily Clouse, League staff present: Cindy Green, Nikki Harrison and Kate Cooley. ICMA Staff present: Karen Daley

1. **Call to Order.** President Hernandez called the meeting to order at 2:00 p.m.
2. **Minutes.** Sexton moved and Bach seconded a motion to approve the minutes from the October 10, 2016, meeting. Motion was approved.
3. **Treasurer's Report.** The board reviewed the quarterly invoice. Sexton stated the Life, Well Run check should have been \$700 not \$500. Motion to approve quarterly invoice and another \$200 for Life, Well Run was made by Cawby and second, by Bach. Motion was approved.

After reviewing the current financial statement, motion was made to add a transfer of \$4,875 from reserves to create a balance budget for 2016 by Mitchell and seconded by Cawby. Motion was approved.

Bach made a motion to include a \$2,000 line item in the 2017 budget for the 100<sup>th</sup> Anniversary. Stiles seconded the motion, which was approved without objection. The budget was approved with an addition of \$10,550 transfer from reserves to balance the budget by Cawby and seconded by Mitchell. Motion was approved.

4. **Committee Reports.**
  - a. **Awards.** Clouse provided the following report from the Awards Committee.
    - i. **Buford Watson Award for Excellence in Public Management** – Courtney Christensen, City Administrator, Mission Hills.
    - ii. **Early Career Excellence Award** – Lou Leone, City Administrator, Kiowa
    - iii. **Innovation Award** – Doug Gerber, Tweet Along Program, Topeka
    - iv. **Career Achievement Award** – Herb Llewellyn, El Dorado; Randy Riggs; Warren Porter, Winfield.

Motion was made by Mitchell and second by Bach to approve Award Committee Report. Motion was approved.

Committee also recommended eliminating the Fabulous Flop Award, because for four years there have been no nominations. Sexton made the motion to approve and seconded by Cawby. Motion was approved.

- b. **Conference Planning.**

- i. **Review 2018 KACM Conference RFPs.** Reviewed and discussed the five proposals for 2018 Annual Conference from Atchison, Dodge City, Mulvane, Pittsburg/Crawford County and Wichita. Motion was made by Stiles and seconded by Mitchell to select Pittsburg/Crawford County.
  - ii. **Upcoming Events.** Cherise Tieben is attending the ICMA Conference Planning Meeting. The ICMA Regional Conference will be held in Salt Lake City, Utah.
- c. **Ethics.** Clouse reviewed the ICMA process to determine if they will investigate an ethical violation. 1. Contact ICMA 2. Share the name. 3. Determine if they are a ICMA or KCMA Member. ICMA will only investigate their members. The board discussed current open investigations. Neither are ICMA members and one is KACM member. KACM investigation cannot begin until there is a conviction.
- d. **Membership.** Mitchell reported he will have a conference call with the committee. The goal is to call and recruit non-members, engage retired members and work with ICMA to determine life members. In addition, work on creating a welcoming committee.
- e. **Life, Well Run.** Sexton reported that ICMA is rolling *Life, Well Run* into Future of Professional Management. Contributions will still be used for professional management recruitment. Motion for KACM to eliminate the Life, Well Run committee and create a university liaison position for the three universities made by Bach and second by Cawby. Motion approved. Sexton made a motion to continue to match the contributions to the fund until a total of \$5,000 is donated by KACM. Seconded by Cawby. Motion approved.
- f. **Mentoring.**
  - i. Kissinger reported there are five mentor – mentee relationships established.
  - ii. **ICMA/KACM Agreement.** Daley shared the new standard ICMA agreement and requested KACM approve it. Board requested it be added to the February agenda to allow time to review. Green will include 2012 and the new agreement when minutes are distributed.

5. **Nominating Committee Report.** Stoddard shared the following report.

**2017 Officer and Board Member Nominations:**

Doug Bach, President

Don Cawby, Vice President

Cherise Tieben, Secretary

Kathy Sexton, Treasurer

**New Board Members:**

Michael Webb to fill the unexpired term of Herb Llewellyn through 2017

Nathan Law to fill the unexpired term of Randy Riggs through 2017

Gary Meagher to fill the unexpired term of Kathy Sexton through 2017

Michael Schrage to a 2-year term

Penny Postoak Ferguson to a 2-year term

**Continuing Board Members:**

Lane Massey, continuing board member to a 2-year term

Jonathan Mitchell, continuing board member to a 2-year term

Cawby motioned for approval of the nominating committee report and Stiles seconded. Motion was approved.

6. **Senior Advisor Report.** Kissinger stated his dad passed away and he has not been as active.
7. **Reports on LEAPS.** Harrison stated there were nice successful placements in 2016. Currently, working with Larned and Garnett to fill positions. After discussion on posting LEAPS ads on listserv, the decision was no. Members can promote their own city when leaving. Suggestion to add the ICMA job listing to KACM website.
8. **Other Business.** None
9. **Next Meeting.** The next board meeting would be held at 7:00 p.m., Wednesday, February 1<sup>st</sup> at River City Brewing Company, 150 N. Mosley St., Wichita, KS 67202.
10. **Adjournment.** There being no other business, Mitchell motion to adjourn, seconded by Stiles. Motion was approved. The meeting adjourned at 4:11 p.m.