

# Kansas Association of City/County Management

Board of Directors Meeting  
Five 21 Restaurant  
1200 Oread Avenue  
Lawrence, KS 66044  
April 16, 2014

**In Attendance:** Rebecca Anderson, Doug Bach, Don Cawby, Trey Cocking, Nick Hernandez, Lane Massey, Randy Riggs, Kathy Sexton, Susan Sherman, Matt Stiles, Diane Stoddard. **Others:** Kate Cooley (staff), Mary Jacobs (ICMA), Dennis Kissinger, Mike Koss (staff).

1. **Call to Order.** President Cocking called the meeting to order at 6:35 p.m. and extended a welcome to ICMA representative Mary Jacobs.
2. **Minutes.** Massey moved and Hernandez seconded a motion to approve the minutes from February 6, 2014, as presented. Motion was approved without objection.
3. **Treasurer's Report.** Bach presented the 2014 board expenses. He led a discussion on billing for meals those board members who RSVP for meetings. Anderson made a motion to bill those who RSVP, whether they attend the meeting or not. Stoddard seconded the motion, which was approved without objection. Bach made a motion to approve the financial report as presented. Motion was approved without objection. Bach moved to approve the invoice as presented. Motion was approved without objection.
4. **Committee Reports.**
  - a) **Awards.** Hernandez explained that the Awards Committee had selected Mitchell Kolf from Wichita State as the 2014 Virgil Basgall scholarship recipient and Jasmine Green from Kansas State as the 2014 KACM scholarship recipient. Hernandez noted the need to solicit contact information from the students when they apply for the scholarships. Stoddard moved and Cocking seconded a motion to approve the award recipients. Motion was approved without objection.
  - b) **Conference Planning.** Stoddard reported that she had contacted the manager's associations from Missouri and Nebraska about hosting the reception at ICMA. She then requested input the 2014 KACM Annual Conference. Several board members shared what they would like to see at the conference. Cooley then discussed the RFP for the 2016 KACM Annual Conference. Cocking moved and Cawby seconded a motion to include dates in November and December in the RFP. Motion was

approved without objection.

- c) **Ethics.** Riggs presented the ethics committee report. He asked the board what role they wanted the committee to serve. Kissinger requested that the committee develop an ethics session for KACM Annual Conference each year. He also noted that ICMA provides guidance in cases of ethics violations, and use state associations as fact-finders. Cocking noted that the Texas managers association requires an ethics test before joining the association, and asked Riggs to research Texas's ethics committee. Hernandez and Sherman suggested that the ICMA ethics code be included in KACM packets.
  - d) **Membership.** Cawby presented the membership report. Kissinger then led a discussion on strategies to keep the KACM membership directory updated and to increase contact with new members. There was consensus that the board should review the materials that are included in new member packets.
  - e) **Public Education.** Cocking lead a discussion about the role of public education committee. He suggested that an educational packet be created for new members, and that the role of the Public Education committee be discussed at the August meeting.
  - f) **Strategic Planning.** Sherman reported on ICMA's assistance developing a KACM leadership training program. Cocking moved and Hernandez seconded a motion to rename the Strategic Planning committee the Mentoring committee, and to appoint Sherman to head that committee. Motion was approved without objection.
5. **Range Rider Report.** Kissinger gave the Range Rider report. The board unanimously expressed approval of Kissinger's membership outreach efforts.
  6. **Other Business.** Jacobs discussed ICMA's new program to advance joint recruitment to ICMA and state associations. Bach then discussed ways that KACM could assist ICMA with planning the 2016 ICMA Annual Conference in Kansas City. Stoddard moved and Cocking seconded a motion for KACM to pay for the room rental fee and appetizers for the evening. Motion was approved without objection.
  7. **Next Meeting.** Cocking reported that the next meeting would be on August 22<sup>nd</sup>, in Atchison.
  8. **Adjournment.** There being no other business, the meeting was adjourned at 8:45 p.m.