



Kansas Association of City/County Management

Kansas Association of City/County Management

Board of Directors Meeting Minutes

Fire Station Number 1 (911 W 4th Street), Pittsburg

November 14, 2018 - 1:00 p.m.

In Attendance: Don Cawby, Cherise Tieben, Kathy Sexton, Nathan Law, Doug Bach, Jonathan Mitchell, Becky Berger, Jennifer Cunningham, Michael Webb and Taggart Wall. Senior Advisor: Dennis Kissinger and Mac Manning. Guest: Karen Daly, ICMA Mountain Plains Regional Director. League Staff: Trey Cocking and Nikki Harrison. Absent: Penny Postoak Ferguson, Jason Hilgers, and Michael Schrage.

1. **Call Meeting to Order.** President Cawby called the meeting to order at 1:10 p.m.
2. **Approval of Minutes.** Sexton moved and Mitchell seconded, to approve the minutes as revised from April 25, 2018 board meeting. Motion was approved. Item: add Matt Stiles to In Attendance. (See Revised Minutes)
3. **Treasurer's Report.** Sexton reviewed the financial statement and discussed the balances.
 - a. **Approve Quarterly Invoice.** Berger moved and Law seconded a motion to approve the quarterly invoice. Motion was approved.
 - b. **Approve Current Financial Statement.** Berger moved and Law seconded a motion to approve the financial statement. Motion was approved.
4. **Committee Reports**
 - a. **Awards/Recognition.** Sexton presented the committee's recommendations. Sexton moved and Mitchell seconded to approve the slate of award winners as presented. Motion was approved.
 - b. **Conference Planning.** President Cawby discussed talking with WSU and KU about having the conference planning committee meeting at the KACM Conferences to solicit more input from members. Board discussed the Spring Conference budget and cost of lunch. Increase cost of lunch from \$25 to \$35 for 2019.
 - i. **Review 2020 KACM Conference RFPs.** Tieben reviewed the RFPs that were received and suggests updating the RFPs and send out to membership with a new submission date. Committee recommends holding onto the proposals received, sending the RFP to all members and reach out to central locations.
 - ii. **Upcoming Events.** Tieben mentions the date for the WSU February 14, 2019.
 - c. **Ethics.** Kissinger provided an overview of a current case and the process.
 - d. **Membership.** Mitchell presented the membership report and encouraged members to reach out to nonmembers about membership.



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- e. **Mentoring.** President Cawby will send a report that was submitted by Susan Sherman.
 - i. **ICMA Update.** Karen Daly, ICMA Mountain Plains Regional Director provided an update on ICMA events and issues including the upcoming elections.
 5. **Nominating Committee Report.** Bach presented the committee's recommendations. The committee received interest from more than 25 members. Webb moved and Law seconded a motion to approve the slate of 2019 KACM Board of Directors. Motion was approved. Sexton moved and Tieben seconded a motion to appoint Becky Berger as Secretary and Jonathan Mitchell as Treasurer on the KACM Board of Directors. Motion was approved. Cawby appointed Taggart Wall as Mentoring/Coaching Liaison to ICMA, Nathan Law as Membership Chair and Jennifer Cunningham as Website Chair. Trey Cocking will research options for breaking down population categories for county members for board appointments/positions.
 6. **Senior Advisor Report.** Dennis Kissinger and Mac Manning reported on current issues and advisor activities.
 - a. **Consideration of an additional Senior Advisor.** President Cawby talked about receiving interest from Ray Hummert to serve as a Senior Advisor. Board discussed the senior advisor budget and activity planning. Kissenger noted the importance of visiting the cities at least one time.
 7. **Website Committee Report.** Berger reviewed the report from Webcom Resources and discussed the process. Nikki Harrison talked about the status of the project and the launch.
 8. **Reports on LEAPS.** Nikki Harrison reported on the League's LEAPS activity for 2018.
 9. **ICMA Regional VP Nomination.** President Cawby discussed endorsing a nomination for Michael Webb. Tieben moved and Mitchell seconded, to endorse Michael Webb for the ICMA Regional VP Nomination. Motion was approved.
 10. **Job Newsletter Update.** Trey Cocking explained that it will take more time to work out the technical issues and details to launch the job newsletter.
 11. **Community Foundations/Scholarships.** President Cawby presented information on potential foundation opportunities. Suggests talking with members about desire to participate, a fundraiser may be needed for initial set up.
 12. **Approve Draft KACM Membership Agenda.**



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13. **Approve 2019 Budget.** Law moved and Berger seconded, to approve the 2019 Budget as revised. Motion was approved. Items: ICMA Reimbursement – Senior Advisor from \$1000 to \$2000, ICMA Planning Conference from \$1000 to \$1500, Senior Advisor expenses from \$2000 to \$4000.
 14. **Next Board Meeting Date/Time.**
 - a. February 13, 2019 Prior to KACM Winter Conference at WSU. Sexton moved and Webb seconded, to create a Dues Committee to present recommendations to the board at the February meeting. Motion was approved. Taggart Wall, Nathan Law and Jonathan Mitchell will serve on the committee.
 15. **Adjourn.**