



**MME Board of Directors Meeting  
Minutes  
January 9, 2017  
League Lansing Office**

**Dale Kerbyson, President, called the meeting to order at 10:04 a.m.**

**I. Roll Call**

Directors present:

Dale Kerbyson, President; City Manager, Lapeer  
Keith Van Beek, President-Elect; Deputy County Manager, Ottawa County  
Patrick Sullivan, Vice President; City Manager, Northville  
Robert Belleman, Controller/CAO; Saginaw County  
Martin Colburn, City Manager; Traverse City  
Robert Moffit, City Administrator; Gladwin  
Robert Straebel, City Manager; Petoskey  
April Lynch, City Manager; Ferndale  
James Ritsema, City Manager; Kalamazoo  
John Shay, City Manager; Ludington  
Russell Taylor, Township Manager; Thomas Township

Also present:

Summer Minnick, MML staff  
Emily Kieliszewski, MML staff  
Dan Gilmartin, CEO & Executive Director, MML  
Rob Ferrari, MML staff  
Matt Bach, MML staff  
Daryl Delabbio, ICMA Regional V.P., County Administrator; Kent County  
David Limardi, Midwest Regional Director; ICMA

**II. Consent Agenda**

**A. Approval of Minutes – December 12, 2016**

Motion to approve the December 12th minutes.

Motion by: Colburn

Seconded by: Van Beek

No discussion.

Motion carries.

**III. Action Items**

**A. Experience Committee Recommendations**

The Experience Committee recommendations were reviewed. Van Beek brought up that there was some confusion regarding which committee handles Managers in Transition. The Experience Committee has been handling that work and Van Beek recommended leaving the responsibility with them. Belleman agreed. Belleman also discussed further defining the significant number of years needed to recognize members for the Patriarche Award. Kerbyson clarified that it had been previously discussed that 15 years seemed appropriate, but they did not want to specify a hard number of years for the recognition.



Motion to accept with discussed change to keep responsibility of Managers in Transition with Experience Committee.

Motion by: Van Beek

Seconded by: Belleman

Motion carries.

#### **B. Library as Fulcrum: Safer Communities Program Partnership**

Kieliszewski gave overview of Library as Fulcrum partnership proposal. Midwest Collaborative for Library Services and Michigan State Police interested in partnering with MME to apply for grant to develop a toolkit that libraries can use to help bridge the relationships between police and community. MME would assist with planning the initial toolkit, providing feedback on potential communities to test the toolkit, developing an evaluation tool, and promoting the program at the completion of the pilot phase. MCLS indicated they were interested in one representative from MME for the two-year program. April 2017-2018 would include the MME representative attending less than 6 meetings and include review and written feedback of the draft toolkit, selection of applicants, and evaluation methodology. Year two would be for promotion purposes. It was discussed that community policing is a topic that has come up recently in many communities. Kerbyson recommended Pete Auger, City Manager of Novi, as tentative contact due to law enforcement background.

Motion to accept the Library as Fulcrum program partnership and recommend Pete Auger as point person.

Motioned by: Belleman

Seconded by: Ritsema

No discussion.

Motion carries.

#### **C. Board Vacancy**

Kerbyson recommended appointing Tim Klunder, City Manager of Zeeland, to fill the one-year vacancy on the Board left by Karen Doyle, Assistant City Manager of Zeeland. Doyle resigned due to retirement. Van Beek stated Klunder is a local manager in Ottawa County and has been involved chairing committees in the past.

Motion to approve appointment of Tim Klunder to fill Board vacancy.

Motion by: Colburn

Second by: Belleman

Motion carries.

### **IV. Update/Discussion Items**

#### **A. MME New Website/Branding Materials Overview**

Ferrari provided overview of branding materials and website. Sullivan commented on the brand statement, suggesting the use of the word “communities” in place of “cities”. Additional discussion on rotating brand panels on the website. Van Beek and Moffit were okay with no rotating panels, and it was clarified that brand panels can change every quarter. Moffit asked where the Certified Public Manager



program would be located on the website. Additional discussion regarding the logo and the anatomical correctness of the state of Michigan. There was some question of this before, but it was confirmed the shape is correct. Standup banners for Winter Institute were previewed, which won't be exposed until the brand reveal during opening session. Any issues, opposition, or comments to brand will be directed to the appropriate means to gather feedback to help facilitate brand rollout and strength - Advocacy chair Adam Smith. Kerbyson, Van Beek, Belleman, and Sullivan mentioned interest in lapel pins, which will be ordered for all Winter Institute attendees.

#### **B. Expanding Senior Advisors**

Minnick discussed MME's Senior Advisor program had been highly revered and used as a model in the past, but has since dwindled. Currently, MME has 1.5 Senior Advisors. Minnick was approached by ICMA to make the Board aware of the situation and to gather ideas about expanding the program and attracting additional advisors. There was discussion regarding the demand for services and the issue may be that individuals have stopped asking for help. General consensus that there is more MME can do to promote the program more by having advisors in place as a go-to resource and by promoting its availability. Van Beek will work with Curtis Holt, Chair of Experience Committee, to let him know to strategize and work Managers in Transition and Senior Advisors together.

#### **V. Comments by the board:**

**Delabbio:** Will discuss thoughts on Senior Advisors with Kerbyson and Van Beek at conference.

**Van Beek:** Friday was the deadline for committee requests. Assignments will be given at Winter Institute. Short board meeting will occur at Winter Institute on Friday at the conclusion of the conference.

**Sullivan:** Thank you Dale, for your service. Cities need to regroup and respond to TIFF legislation - it is a threat to the way we fund placemaking. Moffit agrees.

**Belleman:** Thank you Dale, for leadership as President.

**Colburn:** Senior Advisor program is very valuable tool. We can strengthen this.

**Moffit:** Happy New Year, thanks to Dale for his service as President.

**Ritsema:** Looking forward to Winter Institute.

**Straebel:** No comment

**Lynch:** Last meeting on the Board - thank you.

**Shay:** No comment

**Taylor:** Excited about branding materials and website.

#### **VI. Closing Comments from the President**

##### **A. Any questions regarding Constitutional Amendment packet**

Kerbyson: Added packet in case there were any questions. Thank you outgoing board members for your service. There has been a lot of work preparing Van Beek for his term and it will be a smooth transition.

#### **VII. Next Meeting Date:**

February 3<sup>rd</sup>, 2016: 11:30a.m.-1:00p.m. at the Fields, Kalamazoo Radisson.



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**VIII. Adjournment at 11:16p.m.**

Respectfully submitted,

Emily Kieliszewski