



**MME Board of Directors Meeting
DRAFT Minutes
October 19, 2017
League Lansing Office**

Keith Van Beek, President, called the meeting to order at 11:08AM.

I. Roll Call

Directors present:

Keith Van Beek, President; Deputy County Manager, Ottawa County
Patrick Sullivan, President-Elect; City Manager, Northville
Dale Kerbyson, City Manager; Lapeer
Lynn Markland, City Manager; Fenton
Thad Beard, City Manager; Rockford
Robert Belleman, Controller/CAO; Saginaw County
Shea Charles, City Manager; Howell
Martin Colburn, City Manager; Traverse City
Bridgette Gransden, Administrator/Controller; Midland County
Tim Klunder, City Manager; Zeeland
Robert Moffit, City Administrator; Gladwin
John Shay, City Manager; Ludington
Robert Straebel, City Manager; Petoskey
Russell Taylor, Township Manager; Thomas Township

Also present:

Summer Minnick, Michigan Municipal League
Shari Milliken, Michigan Municipal League
Emily Kieliszewski, Michigan Municipal League

II. Consent Agenda

A. Approval of Minutes – September 13, 2017.

Motion to approve the September 13th amended minutes.
Motion by: Kerbyson
Seconded by: Charles
No discussion.
Motion carries.

B. Approval of August and September Financial Statements

Motion to approve the August and September financial statement.
Motion by: Kerbyson
Seconded by: Charles
No discussion.
Motion carries.

III. Discussion Items

A. Long Term Budget Trends and Outlook

Transitioning out of the branding, we have developed a budget that had a



structural deficit. Markland, Sullivan, Van Beek, and staff met to discuss making changes to address the deficit before adopting the 2018 budget in December. Sullivan wrote a memo that outlined most of the recommendations and reviewed the recommendations with the Board.

The Board discussed technology increase in budget (which can be attributed to the more robust website), the conference fees for retirees/first time attendees/managers in transition, and sponsorships (which are trending up compared to years past).

Van Beek: These proposed changes put us \$2000 in the black for 2018 pending the budget adoption at meeting in December.

Belleman: No problem with increase in dues but it should go higher – which we will get to in next few years.

Van Beek: It is the intention and practice that we do make money on Winter Institute. Adjustment on the fees is to keep track with the historical precedent that we have.

Shay: All managers would agree deficit spending on operating expenses is not the way to go. We may have to address the 59% fund balance. It's better to have series of small dues increases instead of a large increase of rates at one time.

Klunder: Completely comfortable with whatever rate staff comes up for regarding meals for retirees and first-time attendees.

Kerbyson: Moves to adopt the recommended dues and conference fee changes.

Motion to adopt the recommended dues and conference fee changes as outlined.

Motion by: Kerbyson.

Seconded by: Taylor.

Motion carries.

IV. Comments by the board:

- **Sullivan:** No comment.
- **Markland:** received survey from ICMA regarding amendments to code of ethics. Read those carefully, as some of those can be used against you, even when you're doing something you think is ethical. Kerbyson: we got that on tenant 3, and he sent it out to entire membership when I was president. We ran a session at conference about it to get feedback and then we sent out very specific recommendations.
- **Kerbyson:** Good work to leadership team on this issue.
- **Beard:** No comment.
- **Belleman:** No comment.
- **Charles:** No comment.



- Colburn: City look at pursuing fiber. Now is a good time to take action.
- Grandsen: No comment.
- Klunder: No comment.
- Moffit: No comment.
- Shay: No comment.
- Straebel: No comment.
- Taylor: No comment.
- Minnick: December meeting – we may have amendment to constitution regarding membership clarification.

V. Closing Comments from the President

- a. If you're heading to ICMA Conference in San Antonio: Monday evening is MME event from 5:30-7pm.
- b. We will be adopting the 2018 budget at our next meeting in December.
- c. A board meeting will also be held at the conclusion of Winter Institute.
- d. E-newsletter coming out soon, with article covering the process of appointments to ICMA board in the region and an article outlining the process that we use as an organization to recommend and make appointments to the Board and leadership positions.
- e. Larry Nielsen just added as a senior advisor, and Maurice Evans resigned from his position. There will be a note of recognition and thank you in the e-newsletter.

VI. Adjournment at 11:52p.m.

Respectfully submitted,

Emily Kieliszewski