



**MME Board of Directors Meeting
DRAFT Minutes
December 8, 2017
League Lansing Office**

Keith Van Beek, President, called the meeting to order at 10:05a.m.

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
Ray Anderson, City Manager; Norway
Lynn Markland, City Manager; Fenton
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
Emily Kieliszewski, Michigan Municipal League

II. Consent Agenda

A. Approval of Minutes - October 19, 2017.

Motion to approve the September 19th minutes.

Motion by: Sullivan

Seconded by: Anderson

No discussion.

Motion carries.

B. Approval of August and September Financial Statements

Motion to approve the October financial statement.

Motion by: Sullivan

Seconded by: Anderson

No discussion.

Motion carries.

III. Action Items

A. Approval of 2018 Budget

Van Beek reported that the budget follows the direction discussed at the last meeting. Sullivan asked about the \$34,000 budget deficit and if dues that are



received in December for 2018 membership are counted in the 2017 fiscal year. Minnick clarified that the cut off for membership dues is around the 1st of December and that the organization fared better than what was budgeted, but not quite as good as originally thought due to NextGen events, scholarship fellowships, etc.

Motion to approve the 2018 Budget.

Motion by: Markland

Seconded by: Anderson

Motion carries.

B. Proposed MME Constitution Changes

Discussion centered on questions MME receives regarding membership categories, as the Constitution and membership documents don't align exactly. Van Beek indicated there have been a few areas of inconsistency identified that the Board should address. To address the issue, the Board can either make changes to documents and or propose a change to the constitution. Any constitution changes could be voted on at Winter Institute or done electronically.

Based on the Constitution and other documents, there is a gray area on what constitutes a council of government. Retired managers who are now consultants and their access to the listserv was also discussed. The Board voted on if retired managers who now serve as consultants should have access to the listserv. A vote of yes indicates retired members who are consultants would not have access to the listserv. A vote of no indicates retired members who are consultants could have access to the listserv.

Van Beek: Yes

Sullivan: No

Markland: Yes

Kerbyson: No

Anderson: Yes

Charles: No

Colburn: No

Klunder: Yes

Moffit: No

Shay: Yes

Straebel: Yes

Proposed changes to Article III are as follows:

Voting/Professional Members

Persons meeting the following qualifications and who have paid the requisite annual dues shall be voting members of the Corporation, entitled to vote on all matters on which members of this Corporation are entitled to vote under these By-Laws or under the Michigan Non-Profit Corporation Act:



A manager, chief administrator or an assistant to a manager or chief administrator of a city, village, township, county, council of government (COG), or ~~other local governmental unit, holding or eligible to hold,~~ A full or associate membership in the International City/County Management Association (herein referred to as ICMA). **MANAGERS IN TRANSITION WHO ARE MEMBERS IN GOOD STANDING, CURRENTLY BETWEEN JOBS, AND ARE ACTIVELY SEEKING A MANAGER POSITION, SHALL RETAIN MEMBERSHIP AND RECEIVE COMPLIMENTARY ANNUAL DUES AND REGISTRATION FOR THE WINTER INSTITUTE AND SUMMER WORKSHOP.** Voting/professional members shall have access to the MME listserv.

Non-Voting Members

Persons meeting the following qualifications and who have paid the requisite annual dues (if any) shall be non-voting members of the Corporation entitled to attend all meetings of the members of the Corporation. **THESE MEMBERS ARE NOT ELIGIBLE FOR ACCESS TO THE MME LISTSERV, UNLESS OTHERWISE NOTED.**

(a) Consultant Member: Those members of consulting firms specializing in local government.

(b) Affiliate Member: Local government professionals with division or department head responsibilities **OR AFFILIATE MEMBERS OF ICMA.**

(c) Retired Member: Voting/professional members who are no longer employed on a full-time basis **AND ARE NOT OTHERWISE ELIGIBLE FOR MEMBERSHIP. RETIRED MEMBERS SHALL HAVE ACCESS TO THE MME LISTSERV.**

(D) EMERGING LEADER: ENROLLED COLLEGE STUDENT AND/OR CURRENT MUNICIPAL INTERN, UNLESS ELIGIBLE FOR ANOTHER MEMBERSHIP CATEGORY. ACCESS TO THE MME LISTSERV THROUGH A MUNICIPAL EMAIL ONLY, ALONG WITH COMPLIMENTARY REGISTRATION FOR THE WINTER INSTITUTE AND SUMMER WORKSHOP.

Van Beek will send out a clean copy of the constitution along with another edited version with the proposed constitutional changes to the Board for a final look following this meeting. Board agreed that this constitutional change should be voted on by the membership via an online vote.

Membership will receive a few paragraphs introducing this matter and explaining why the action was taken. They will also receive a clean version of the Constitution and a mark-up of the proposed changes ahead of the vote.

Motion to move forward with the process to amend the Constitution with the above proposed changes via an online vote.

Motion by: Markland

Seconded by: Anderson

Motion carries.

C. Scholarship Program Changes

The Professional Development Committee is requesting a change to the number of application deadlines from 3 to 4.



Motion to approve increasing scholarship application deadline periods from 3 to 4.

Motion by: Moffit

Seconded by: Sullivan.

Motion carries.

IV. Comments by the board:

- **Sullivan:** Great job, Keith. Thanks for all you do.
- **Markland:** No comment.
- **Kerbyson:** Great job, Keith.
- **Anderson:** No comment.
- **Belleman:** No comment.
- **Charles:** Would like to see a session on OPEB at Winter Institute. Van Beek suggested he get in touch with Christian Wuerth.
- **Colburn:** No comment.
- **Gransden:** No comment.
- **Klunder:** No comment.
- **Moffit:** Great job, Keith.: Any chance we can talk Oliver into working one more year as Ethics Chair? Van Beek: he's now serving on the MML Board of Trustees. Pat will be appointing new chairs and board appointments and he has someone lined up to take over chairmanship of this committee.
- **Shay:** No comment.
- **Straebel:** No comment.
- **Taylor:** No comment.

V. Closing Comments from the President

- a. Mark Wollenwebber is willing to organize getting tickets just for the Board for the U of M basketball game on Monday night before Winter Institute begins. Those interested may get in touch with Summer or Mark directly.
- b. Mark had discussions with a two people about potentially serving as Senior Advisors. Summer will circle back with Mark that we are not currently in need of additional advisors.
- c. There have been a few questions about email deliveries – League staff is working to fix any issues with membership receiving email blasts.

VI. Committee Reports

- a. Ethics Committee Report reviewed. Moffit requested MME send committee chair Oliver Turner a letter of appreciation for his work.

VII. Adjournment at 12:13p.m.

Respectfully submitted,

Emily Kieliszewski