



**MME Board of Directors Meeting
DRAFT Minutes
November 18, 2021 – 10:00 a.m.
Zoom Virtual Meeting**

Rebecca Fleury, President, called the meeting to order at 10:00 a.m.

I. Roll Call

Directors present:

Rebecca Fleury, President; City Manager; Battle Creek
Mike Cain, President-Elect; City Manager; Boyne City
Christine Burns, Vice President; City Manager; Spring Lake
John Shay, Immediate Past Pres.; Dep. County Admin.; Ottawa County
Juan Ganum, City Manager; Bridgman
Mark Heydlauff, City Manager; Charlevoix
Melissa Marsh, City Manager; Madison Heights
Sheryl Mitchell-Theriot, City Administrator; Lathrup Village
Susan Montenegro, City Manager; Leslie
Dana Muscott, City Manager; Bay City
Deborah Stuart, City Manager; Mason
Julius Suchy, Township Manager; Ada Township
James Wickman, Township Manager; Hartland Township
Christian Wuerth, Village Manager; Milford

Also present:

Kelly Warren, MML
Emily Kieliszewski, MML
Margaret Mooney, MML
Nicole Bidwell, MML
Katie Farver, MML
Cheryl Hilvert, ICMA
Mark Washington, City Manager; Grand Rapids
Asante Cain, Assistant to the City Manager; Grand Rapids
Louis Canfield, Chief of Staff to the City Manager of Grand Rapids
Keith Van Beek, City Manager; Holland
Alan Levy, President; Goaltrac, LLC

Motion to amend the agenda to place the task force updates immediately after the DEI conversation.

Motion by: Mike Cain
Seconded by: Christine Burns
No discussion. Motion carried.

II. Consent Agenda

- Approval of August 17, 2021, minutes
- Approval of June, July, August, September 2021 Financial Statements (see attachment)

Motion to approve consent agenda.

Motion by: Susan Montenegro
Seconded by: Dana Muscott
No discussion. Motion carried.

III. Discussion Items

- **DEI Conversation Notes and Request**

Mark Washington presented DEI work that followed the conversation in September at the MML Convention in Grand Rapids. The group discussed how MME can move forward to better tackle DEI issues. Several individuals mentioned the creation of a task force versus a committee, and the pros and cons of each.

Motion to create an MME Diversity, Equity, and Inclusion Committee; with members to be appointed by the president of MME. The committee would initially review the discussion that took place in Grand Rapids, along with the efforts of the ICMA and other state associations. Then, would formulate a recommendation to the Board on future tasks to be assigned to the committee.

Motion by: Christian Wuerth
Seconded by: Mike Cain

During discussion it was suggested that Mark and his team lead a discussion during Winter Institute. Motion carried.

- **Staffing Support Task Force Final Report**

Keith Van Beek and Alan Levy presented possible MME staffing support options, and the implications of each. Among these were:

Option 1) Retain current staffing services relationship with MML

Option 2) Increase service level through one of three variants:

- Negotiate additional support from MML
- Hire a new MML staff member who would report to MME Board
- Seek additional staffing support on a contractual basis

Option 3) A “New Approach” that would discontinue MME’s support staffing relationship with MML and search for a new service provider.

Motion to direct the task force to further explore Option 2; including updating the recommendations for support services with MML, as well as developing a more specific scope of services from either a contracted or hired Executive Director position.

Motion by: Christian Wuerth

Seconded by: Julius Suchy

Motion amended to clarify that the implications of this additional staffing on MME membership dues pricing will also be explored. Motion carried.

- o **RRG Task Force Report**

Alan Levy presented the proposed guidelines for regional groups from the Regional Groups Task Force, along with a map of the groups. He explained a survey of the groups that took place to find out where they were most serving people. Levy also explained further discussions with different regional coordinators about how to manage counties that are not currently represented by a specific regional group. This involved the issue of transportation and managers choosing to attend the meetings that they can get to most easily. A proposed map shows the areas that overlap regional groups, where managers would have the choice of where they attend. Board discussion went on to suggest that clear and nonoverlapping boundaries be set when the map is posted online; however, language should also be included to say that managers may attend any meeting they like, and the goal is for all to feel welcome somewhere. Additional groups may also be created, should this become a desired option.

Motion to approve the guidelines as proposed.

Motion by: James Wickman

Seconded by: John Shay

No discussion. Motion carried.

- o **Listserv Community Guidelines Task Force Report**

Alan Levy presented the proposed Listserv guidelines for adoption by the Board. Discussion took place from the Board about the behavior that takes place in the Listserv and how to address it. Among the topics discussed were FOIA, membership and access, and how to better moderate the Listserv.

Motion to approve the guidelines with a change in language to make the immediate past president the “mediator” of the Listserv.

Moved by: Christine Burns

Seconded by: Dana Muscott

Motion amended to name the immediate past president, along with the Listserv Task Force, the “mediators” of the Listserv, per a comment from Mike Cain. Deborah Stuart also commented, saying that the guidelines were not ready to be approved. Without further discussion, motion carried to approve the guidelines as amended.

IV. Adjournment

Adjourned at 12:08 p.m.

Next Meeting Date: Monday, December 13, 2021
2:30-4:30pm
Zoom Virtual Meeting