



**MME Board of Directors Meeting  
DRAFT Minutes  
April 16, 2021  
Zoom Virtual Meeting**

**Michael Cain, Vice President, called the meeting to order at 10:00a.m.**

**I. Roll Call**

Directors present:

Mike Cain, President-Elect; City Manager; Boyne City  
Christine Burns, Vice President; Village Manager, Spring Lake  
John Shay, Immediate Past Pres.; Dep. County Admin.; Ottawa Co.  
Victor Cardenas, Assistant City Manager; Novi  
Juan Ganum, City Manager; Bridgman  
Mark Heydlauff, City Manager; Charlevoix  
Melissa Marsh, City Manager; Madison Heights  
Sheryl Mitchell-Theriot, City Administrator; Lathrup Village  
Dana Muscott, City Manager; Bay City  
Deborah Stuart, City Manager; Mason  
Julius Suchy, Township Manager; Ada Township  
Cameron Van Wyngarden, Township Manager; Plainfield Charter Twp.  
James Wickman, Township Manager; Hartland Township  
Christian Wuerth, Village Manager; Milford

Also present:

Emily Kieliszewski, MML  
Betsy DeRose, MML

**II. Consent Agenda**

- a.** Approval of January 28, 2021 minutes
- b.** Approval of January and February 2021 Financial Statements

Motion to approve consent agenda.

Motion by: Wickman

Seconded by: Wuerth

No discussion. Motion carried.

### **III. Action Items**

#### **a. Nonprofit Spot Proposal**

Board reviewed Nonprofit Spot Proposal for their assistance with strategic plan implementation, including scope of services & approach. The \$13,000 fee was included in the 2021 budget. Discussion that the proposal does not eliminate the opportunity to broaden the scope. This proposal was already discussion and

Motion to ratify approval by: Wickman

Seconded by: Marsh

No discussion. Motion carried.

#### **b. Big Thinkers & NAPA Grand Challenges**

Cain reported on attached documents. This group has requested MME publicize the information to its membership. Discussion centered on MME's role in this process. Cardenas reported he has participated in a few of these challenges. The group is not affiliated with any state or national organizations. Board discussed using this as a session topic at an upcoming conference or invite the group to write an article about it for MME's newsletter. This will be referred to the professional development committee for exploration & consideration as a future conference session.

### **IV. Discussion items**

#### **a. Listserv task force**

A member of the listserv task force sent an email to fellow committee members to schedule a meeting without Al Vanderberg (task force chair). Fleury would like the Board to consider sending out a statement indicating members should adhere to the existing committee structure and committee chairs are responsible for setting the meetings. It was reported that Vanderberg has been gathering information from other state organizations on their listserv policies so that multiple resources are available in advance of the task force's first meeting. Some members of the task force had reported feeling left out of the process and expressed concern that a first meeting had not yet been set. Board agreed Vanderberg can handle the situation and the Board will step in to support later on if necessary. A meeting of the taskforce should be scheduled as soon as possible so the members can discuss the information that has been gathered so far and move forward from there.

- V. Informational Items**
- a.** The staffing support task force met on April 13<sup>th</sup>. They are aware any recommendations need to include cost considerations. They will have a full report for the Board's July meeting.

**VI. Comments from the Board**

- a.** Cain
- b.** Burns
- c.** Shay
- d.** Cardenas
- e.** Ganum
- f.** Heydlauff
- g.** Marsh
- h.** Mitchell-Theriot: Who is supposed to submit reports from the committees to the board? (Cain- that is the responsibility of the committee chairperson)
- i.** Montenegro
- j.** Muscott
- k.** Stuart- Frank posted on the listserv about an issue he is having. I was able to participate in the group. It may be beneficial to put out there that the resources exist if members find themselves in similar situations (law enforcement related). Heydlauff volunteered to work with the member success committee on this. Cardenas suggested an intern for MME look through the listserv to consolidate the data that has been put out there and include contacts for managers with expertise on certain items/issues they are willing to assist other managers with.
- l.** Van Wyngarden
- m.** Wickman- Is there risk for Summer Workshop that we may have to cancel based upon current restrictions? Is there a drop-dead date for that? Kieliszewski - our events team is working with the professional development committee to figure out those logistics/safety rules.
- n.** Wuerth

**VII. Comments from the President**

n/a

**VIII. Adjournment- 10:52am**

- a. Motion: Heydlauff**
- b. Second: Wuerth**