



**MME Board of Directors Meeting
DRAFT Minutes
July 19, 2022 - 4:00 p.m.
Haworth Hotel & Zoom Video Conference
225 College Ave. Holland, MI**

President Michael Cain called the meeting to order at 4:00 p.m.

I. Convene and Roll Call

Directors present:

Michael Cain, President; City Manager; Boyne City
Christine Burns, President Elect; Village Manager; Spring Lake
Matthew Butts, Assistant City Manager; Grandville
Victor Cardenas, City Manager; Novi
Aaron Desentz, City Manager; Mt. Pleasant
Mark Heydlauff, City Manager; Charlevoix
Brad Kaye, City Manager; Midland
Susan Montenegro, City Administrator; Lathrup Village
Deborah Stuart, City Manager; Mason
Julius Suchy, Township Manager; Ada Township
James Wickman, Village Administrator; Chesaning

Directors On Zoom:

Christian Wuerth, Vice President; Village Manager; Milford
Rebecca Fleury, Immediate Past President; Village Manager; Battle Creek
Melissa Marsh, City Manager; Madison Heights

Also present:

Kelly Warren, Secretary/Treasurer; MML
Margaret Mooney, MML
Mark Wollenweber, MME Senior Advisor

II. Approval of the Agenda

Michael Cain stated the intent to include the Senior Advisor report from Mark Wollenweber at the start of the meeting.

Motion to approve the agenda.

Motion by: Susan Montenegro

Seconded by: Christine Burns

No further discussion. Motion carried.

III. Consent Agenda

a. Approval of June 30, 2022 minutes

b. 2021 Annual Financial Review by Plante Moran

Motion to approve the consent agenda.

Motion by: Brad Kaye

Seconded by: Susan Montenegro.

No discussion. Motion carried.

IV. MME Senior Advisor Report

Mark Wollenweber reported on the MME Senior Advisor program and discussed the ICMA training and networking opportunities that assist the Senior Advisors with their role. Mark Wollenweber, Gregg Guetschow, and Ed Koryzno are currently serving as MME Senior Advisors.

V. Proposed Budget Review

Board discussion included further consideration of several budget items and whether MME should continue funding them. These included MME Colloquium, the 16/50 Project, the Past Presidents' Dinner, and the MME Fellowship. It was also determined that presenting a draft budget to the membership depends on the outcome of the staffing support RFP.

Motion to keep the MME Colloquium in the budget for now but with no expectation to continue.

Motion by: Mark Heydlauff

Seconded by: James Wickman

Discussion clarified that any of the proposed changes to the MME Colloquium process may still be considered in the future. Motion carried.

Opposed by: Aaron Desentz

Motion to keep the sponsorship of the 16/50 Project in the budget.

Motion by: Christine Burns

Seconded by: Susan Montenegro

No discussion. Motion carried.

Opposed by: Aaron Desentz

Motion to keep the Past Presidents' Dinner in the budget with the condition that it be sponsored in full.

Motion by: Julius Suchy

Seconded by: Mark Heydlauff

No discussion. Motion carried.

Motion to remove the MME Fellowship from the budget.

Motion by: Julius Suchy

Seconded by: Aaron Desentz

Discussion clarified that while MME does not currently have the bandwidth to maintain the Fellowship program, it could perhaps be reworked in the future and other methods of supporting young professionals may be considered. Such methods might include professional development opportunities that are facilitated by specific communities or regional groups. Motion carried.

VI. Listserv Guidelines Implementation

The Board discussed the Listserv mediation process that was determined at the November 2021 meeting and MML staff having access to the Listserv.

Discussion clarified that Rebecca Fleury will remain the contact person for any Listserv behavior complaints and she will handle them as needed. The Board also agreed that Cole be the only MML staff member on the Listserv for IT support.

VII. MME Membership

a. Revised Application

Michael Cain presented a revised MME Membership Application to reflect who can be on the listserv. The Board discussed the revised application as presented and chose to remove birthday and spouse's/partner's name from the application. The group also removed "lifetime members" from the Listserv access statement, as this language is not in line with the membership levels listed below in the application.

VIII. MME Staffing Support

a. RFP Implementation

Christian Wuerth asked the group to share any changes they have for the staffing support RFP so that it may be posted on Monday, July 25.

IX. Adjournment

Motion to adjourn the meeting at 6:12 p.m. and resume in the morning at 7:00 a.m.

Motion by: Julius Suchy

Seconded by: Mark Heydlauff

**DRAFT Minutes Continued
July 20, 2022 – 7:00 a.m.**

Michael Cain called the meeting to order at 7:09 a.m.

X. Convene and Roll Call

Directors present:

Michael Cain, President; City Manager; Boyne City
Christine Burns, President Elect; Village Manager; Spring Lake
Matthew Butts, Assistant City Manager; Grandville
Victor Cardenas, City Manager; Novi
Aaron Desentz, City Manager; Mt. Pleasant
Mark Heydlauff, City Manager; Charlevoix
Brad Kaye, City Manager; Midland
Susan Montenegro, City Administrator; Lathrup Village
Deborah Stuart, City Manager; Mason
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Directors On Zoom:

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Also present:

Kelly Warren, Secretary/Treasurer; MML
Margaret Mooney, MML

XI. MME Nomination Process

Discussion centered around James Wickman's proposed Board nomination process document. Comments included opinions on the most important qualifications and considerations for Board nominees, along with thoughts on the timeline and structure of nominations and elections moving forward. Utilizing an online election system throughout the process was also brought up so that any voting members who cannot vote in person at the Winter Institute can still participate. With the intent to share a draft of the process with the MME membership as soon as possible, the group determined that all additional comments be shared with James Wickman by the end of the week so that he can prepare a new draft by the end of next week (week of 7/25). This will allow for additional review and implementation to take place in time for the next nomination and election cycle.

Motion to direct all comments to James Wickman by the proposed deadline so a proposed Constitutional amendment can be submitted to the membership as soon as possible.

Motion by: Victor Cardenas

Seconded by: Julius Suchy

No discussion. Motion carried.

XII. Comments from the Board

Burns: none

Butts: none

Cardenas: none

Desentz: Since the issue of Board trust has come up among members, the idea of holding open Board meetings could be discussed further in the future.

Fleury: The question about opening Board meetings to members came up last year. There is nothing prohibiting members attending Board meetings. If there was a sensitive topic, the Board could go into closed session.

Heydlauff: none

Kaye: none

Montenegro: Encouraged Board members to attend the first-time attendees coffee gathering after this meeting.

Stuart: Suggested that Board meetings held at conferences could be open to members as a special case since everyone is gathered. She shared that this idea was also discussed and supported by the MML Foundation Board.

Suchy: Brought up the topic of Board meetings being open to all MME members since there are members requesting this option. Previous Board consensus was that meetings remain closed.

Wickman: none

Wuerth: none

XIII. Adjournment

Motion to adjourn the meeting at 8:02 a.m.

Motion by: Mark Heydlauff
Seconded by: Susan Montenegro
Motion carried.

Next Meeting Date: Friday, October 28th at 10:00 am