



**MME Board of Directors Meeting
DRAFT Minutes
October 28, 2022 - 10:00 a.m.
League Lansing Office & Zoom Video Conference**

President Michael Cain called the meeting to order at 10:02 a.m.

I. Convene and Roll Call

Directors present:

Michael Cain, President; City Manager; Boyne City
Christian Wuerth, Vice President; Village Manager; Milford
Matthew Butts, Assistant City Manager; Grandville
Brad Kaye, City Manager; Midland
Laura Lam, Deputy City Manager; Kalamazoo
Deborah Stuart, City Manager; Mason
Julius Suchy, Township Manager; Ada Township
James Wickman, Manager in Transition

Directors on Zoom:

Christine Burns, President Elect; Village Manager; Spring Lake
Victor Cardenas, City Manager; Novi
Aaron Desentz, City Manager; Mt. Pleasant
Mark Heydlauff, City Manager; Charlevoix
James Krizan, City Manager; Lincoln Park

Also present:

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

II. Approval of the Agenda

No changes were made to the agenda.

III. Consent Agenda

a. Approval of July 19-20, 2022 minutes

b. Approval of September 2022 Financial Statement

Julius Suchy clarified that the July minutes should include the part of the Listserv discussion about Cole being the only MML staff member to be on the Listserv.

Motion to remove the July minutes from the Consent Agenda.

Motion by: Christian Wuerth

Seconded by: Julius Suchy
Motion carried.

Motion to approve the updated Consent Agenda.

Motion by: Christian Wuerth
Seconded by: Matthew Butts
Motion carried.

The Board decided to finish their discussion on the July minutes before continuing with the rest of the meeting.

Motion to approve the July minutes with the addition of a statement on the Board's decision to allow Cole as the moderator and only MML staff member to be on the Listserv.

Motion by: Julius Suchy
Seconded by: Christian Wuerth
No further discussion. Motion carried.

IV. Staffing Support

a. Review of Proposals/Next Steps

The Board discussed next steps for the four staffing support proposals that were received. This discussion ended with a straw poll vote on whether the Board should move forward with scheduling meetings with each of them.

Motion to initiate meetings in the next two weeks with the two selected options: Nonprofit Spot and Hundred Place Consulting; as well as notify the other two of MME's decision not to move forward.

Motion by: Julius Suchy
Seconded by: Deborah Stuart

Michael Cain explained the sequence of the meeting's agenda upon James Wickman's mention of budget implications. That will be addressed later in the meeting. Motion carried.

b. Discussion of MML Services Agreement

Michael Cain recapped recent activity regarding the MML agreement, including meetings that have taken place between himself, the Executive Committee, and Tony Minghine from MML. Given that the service agreements between both the MML and a new staffing support entity will directly impact one another, the Board determined that a timeline should be put in place for accomplishing these tasks. If needed, Tony may also participate in an upcoming meeting to clarify any MML items.

Motion to finalize both the MML agreement and the new staffing support decision by the end of this year, with the December 8th Board meeting as a target date to come together and share progress.

Motion by: Julius Suchy
Seconded by: Matthew Butts
No further discussion. Motion carried.

V. **Consideration of Upper Peninsula Senior Advisor Appointment**

The Board discussed the potential addition of a fourth Senior Advisor who would serve the Upper Peninsula region. ICMA recommends budgeting \$500-\$1,000 per Senior Advisor.

Motion to add a fourth Senior Advisor.

Motion by: James Wickman

Seconded by: Christian Wuerth

No further discussion. Motion carried.

VI. **Consideration of Mark Washington's Idea for MME Reception at the 2023 ICMA Conference in Austin, TX**

The Board discussed Mark Washington's idea for the upcoming MME reception that will take place during the 2023 ICMA Conference in Austin, TX. James Wickman shared that the Experience Committee will hear more from Mark during their meeting next week.

VII. **Consideration of Proposed Budget**

a. **Dues Notices**

The Board discussed the Executive Committee's proposed version of the budget. Discussion included consideration of how the Board will present the membership dues to MME members. Comments about possible budget outcomes for hiring additional staffing support and a continued relationship with the MML were also made.

Motion to approve the Executive Committee's draft budget as amended, with \$2,000 for ICMA Senior Advisors and the dues rate as outlined with a robust effort on communication of the finest quality to membership.

Motion by: James Wickman

Seconded by: Julius Suchy

No further discussion. Motion carried.

Opposed by: Aaron Desentz

VIII. **MME Membership List with Regions**

The Board discussed if or how a list of all MME members and their contact information should be distributed to the full membership. This discussion stemmed from past inquiries from individuals and committees to receive such a list. It was determined that moving forward any requests for this information can be directed to the Executive Committee for consideration.

IX. Listserv Membership

The Board discussed the current list of individuals that are on the Listserv, including the amount of MML staff members that have access and why.

Motion to allow only one MML staff member access to the Listserv for IT support.

Motion by: Julius Suchy

Supported by: Aaron Desentz

Discussion clarified that before additional action is taken regarding the Listserv, MML may provide further explanation about their Listserv access during the forthcoming service agreement meeting(s). Motion carried.

Opposed by: Matthew Butts

Julius Suchy asked that President Cain make the request to the MML to remove all other staff members from the Listserv.

Motion to release the list of the Listserv membership to include full name, title, and community only, as amended by the discussion today.

Motion by: Christian Wuerth

Seconded by: Brad Kaye

Discussion further clarified that the list will be updated based on the conversation today, including the request to remove the additional MML staff members and others requiring removal prior to release. Motion carried.

X. Committee Updates

a. Ethics Committee

The Ethics Committee did not have anything to report, per the email from Chair Bob Bruner that was included in the meeting materials.

b. Professional Development Committee

Matthew Butts reported on the Professional Development Committee's meeting that took place yesterday and shared that a call for sessions will go out shortly, to supplement the topics already defined by the committee.

c. Experience Committee

James Wickman shared that a call for nominations for the MME awards will go out on the Listserv soon. He also shared that Al Vanderberg is working on some exciting MME historical documents.

XI. Comments from the Board

Kaye - Mentioned the idea of implementing a teambuilding activity or goalsetting session at the start of the year, especially for new Board

members to feel more prepared.
Suchy - Thanked the MML for their service.

XII. Comments from the President

President Cain shared that the 16/50 Project's Women's Municipal Leadership Program participants wrote thank you notes for MME's support of the program. Digital copies will be shared after the meeting. He also mentioned that the Board nominations process is moving forward well.

XIII. Adjournment

Motion to adjourn the meeting at 12:20 p.m.

Motion by: Brad Kaye

Seconded by: Julius Suchy

Motion carried.