



**MME Board of Directors
Meeting Minutes
Thursday, April 25, 2024 – 10 a.m.
Zoom Video Conference**

President Christian Wuerth called the meeting to order at 10:01 a.m.

I. Convene and Roll Call

Directors present:

Christian Wuerth, President; Village Manager; Milford
Bridgette Gransden, President Elect; Administrator/Controller; Midland County
Melissa Marsh, Vice President; City Manager; Madison Heights
Michael Cain, Immediate Past President; City Manager; Boyne City
Vester Davis, City Manager; Springfield
Aaron Desentz, City Manager; Mt. Pleasant
Mitch Foster, City Manager; Ludington
Gordon Gallagher, Township Manager; Spring Lake Township
Nathan Henne, City Manager; Owosso
Brad Kaye, City Manager; Midland
Sarah Moyer-Cale, City Manager; Hastings
Devin Olson, City Manager; Munising
Mark Rambo, Deputy Administrator; Kent County
Tom Tanghe, City Manager; Auburn Hills

Also present:

Kelly Warren, Secretary/Treasurer; MML
Ray Anderson, Senior Advisor
Heather Carmona, The Nonprofit Spot
Matt Fulton, Midwest Regional Director; ICMA
Nicole Klepadlo, The Nonprofit Spot
Margaret Mooney, MML
Brandon Skopek, Early Career Outreach Committee Chairperson; Assistant
City Manager; Auburn Hills
Deb Stuart, Member Success Committee Chairperson; City Manager; Mason

II. Approval of the Agenda

Christian Wuerth added the MME 2023 Financial Report from Plante
Moran to the Consent Agenda. Motion to approve the agenda as amended.
Motion by: Tom Tanghe

Seconded by: Michael Cain
Motion carried.

III. Consent Agenda

- a. Approval of February and March 2024 Financial Statements
- b. Approval of February 1, 2024 Minutes
- c. Receipt and Filing of Financial Report

Motion to approve the consent agenda.

Motion by: Mitch Foster

Seconded by: Sarah Moyer-Cale

Motion carried.

IV. ICMA Updates

Matt Fulton provided an update on ICMA's governance structure and global engagement strategies. This included diversity and representation efforts for their board, as well as an upcoming update of ICMA's strategic plan. Matt also reported that Midwest attendance has been high at recent meetings.

V. Committee Updates

Christian Wuerth shared that the MME committee chairs met last week to get on same page and identify areas for collaboration among committees.

a. Advocacy Committee

The Advocacy Committee is hosting an expo booth to promote MME at the Michigan Townships Association (MTA) conference this week. Vester Davis asked about the title of township manager versus township superintendent.

b. Early Career Outreach Committee

Brandon Skopek reported that the Early Career Outreach Committee is working on a session submission for the 2024 Summer Workshop, as well as other general training on the council/manager form of government this year. In addition, they are working on a mentor/mentee initiative.

c. Ethics Committee

Juan Ganum reported that the Ethics Committee had one ethics issue submitted to them recently. They are also working on a session for the 2024 Summer Workshop with Gregg Guetschow and having ethics discussions with ICMA.

d. Experience Committee

Tom Tanghe reported that the Experience Committee's last meeting was on April 19, and they are working on creating subcommittees to help administer the MME awards and professional development opportunities. In addition, they have approved a template for a member directory and are interested in

having a mechanism on the MME website for members to submit their information.

e. DEI Committee

Christian Wuerth reported that the DEI Committee has been working on a purpose statement that will likely come before the Board for approval at the next meeting. They are also working on consolidating and reorganizing their committee priorities.

f. Member Success Committee

Deb Stuart reported that as they work to better understand the services and processes of the Member Success Committee, they are considering a name change to become the Member Services Committee. In particular, they are reviewing the Managers in Transition document and working on avenues outside of the Senior Advisors that can offer support. These peer-to-peer recommendations and ideas for regional support will be presented at upcoming Board meetings.

g. Professional Development Committee

Brad Kaye reported that the Professional Development Committee is working on content for the 2024 Summer Workshop and reviewed submissions when they met on Tuesday. They are also continuing to work on location recommendations for upcoming MME events and a 2027 Summer Workshop recommendation is on this agenda.

VI. **Senior Advisors Update**

Ray Anderson reported that the four Senior Advisors meet on a quarterly basis to discuss their regions. They also meet quarterly with other Senior Advisors from across the country through ICMA. Their services continue to include working with Managers in Transition and supporting managers with council/manager governance. They also support new managers, monitor the Manager in Transition list to ensure outreach, and attend the annual MME events. To help garner trust in the Senior Advisors, Ray encouraged the Board to promote their services among MME members.

VII. **Nonprofit Spot Updates**

Nicole Klepadlo reported the opportunities and challenges with seeking sponsors for the 2024 Summer Workshop, including the addition of an advanced sponsorship option since more travel is involved for sponsors coming to Marquette. She reported that MME is on track to meet the June 5 sponsorship deadline, with \$13,000 raised of the \$21,000 goal. Nicole also discussed efforts to engage new sponsors and expand MME's sponsor portfolio, as well as the work Nonprofit Spot is doing to support the MME committees and track their progress in terms of the strategic plan goals. Since MME began

their staffing support relationship with the Nonprofit Spot in 2023, they have reached a combined fundraising total of \$100,000.

VIII. MML Updates

Kelly Warren announced some of the work that the League is doing, including the new MI Funding Hub resource, the League's partnership with Central Michigan University that allows members to receive a tuition discount, the launch of the new member database (Nimble), and the relationship and archival work with the Bentley Historical Library.

IX. Old Business

None.

X. New Business

a. Approve 2027 Summer Workshop Location

Motion to approve the recommendation to hold the 2027 Summer Workshop in Muskegon. This will mean that the only undetermined event location through 2027 is the 2026 Summer Workshop.

Motion by: Michael Cain

Seconded by: Bridgette Gransden

Motion carried.

b. Approve FY2024 Budget Amendments

Motion to approve the recommended amendments to the budget.

Motion by: Melissa Marsh

Seconded by: Michael Cain

Motion carried.

c. Review Draft Board Meeting Policy

Christian Wuerth explained that creating written MME Board policies for issues that commonly arise will allow future Board members to update existing policies as needed without having to start from scratch. Discussion of the proposed policy on member attendance at meetings concluded that executive sessions shall remain closed and members who want to bring something to the Board's attention may submit items through the meeting agenda preparation process. Christian will update the policy accordingly and share it with the Board electronically for approval.

d. Listserv Membership Request—Tom Tanghe

The Board discussed Listserv access and proposed a manager verification process so that individual CAOs may dictate whether someone from their staff can gain Listserv access.

Motion to remove "city" from the proposed Listserv access language and add "as approved by manager."

Motion by: Melissa Marsh
Seconded by: Sarah Moyer-Cale
Opposed by: Brad Kaye
Motion carried.

Board members interested in forming a subcommittee for further discussion on the Listserv topic may reach out to Aaron Desentz. This group may bring additional recommendations back to the Board in the future.

e. Nominations Committee Procedures

The Board shared ideas on the role of the Nominating Committee, including thoughts about whether they should simply facilitate the nomination and election process or make recommendations in terms of who members should vote for.

f. MME Service Providers Discussion

The topic of incorporating a more formalized review process of MME's staffing support agreements with the Nonprofit Spot and the Michigan Municipal League was considered by the Board.

g. Board Policies Discussion

Christian Wuerth shared that at the end of the year he would like a book of Board policies to be compiled and made available online.

XI. Comments from the Board

Henne - Asked what happens if a Board member becomes a Manager in Transition during their term. Christian Wuerth clarified that Board positions do not lapse, and such individuals remain on the Board in this situation.

XII. Comments from the President

Christian Wuerth asked the Board to be vigilant in their engagement with Managers in Transition and reminded everyone that opportunities for Managers in Transition to participate in MME events are available at little to no cost.

XIII. Adjournment

President Christian Wuerth adjourned the meeting at 12:05 p.m.