



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, November 20, 2019 | 3:00 p.m. to 4:00 p.m.

Dial in: (563) 999-2090 | Access code: 959540

TOPIC	PREPARATION	PROPOSED PROCESS
<p>1 Commence Meeting/Roll Call TIME: 2 minutes PURPOSE: Procedure LEADER: Carla Hansen/Alexandra Orologas</p>	None	<ul style="list-style-type: none"> - Carla calls the meeting to order. - Alexandra takes roll.
<p>2 Approval September 18, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Carla Hansen</p>	Review Minutes	<ul style="list-style-type: none"> - Board considers adopting meeting minutes.
<p>3 Director Reports TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Carla Hansen, Jessica Deakyne, Milas Smith, Justin Lovell, Monica Davis, Alexandra Orologas, Ellie Dalman</p>	None	<ul style="list-style-type: none"> - Brief Report from all Directors: <ul style="list-style-type: none"> • Finance (2019 end of year budget) • Program • Membership • Communications • Conference (survey results) • Vice President • President
<p>4 Succession Planning – Documents TIME: 10 minutes PURPOSE: Information/Feedback LEADER: Carla Hansen</p>	None	<ul style="list-style-type: none"> - Discuss need with board transitions on maintaining and storing important documents.
<p>5 Strategic Plan TIME: 10 minutes PURPOSE: Information/Feedback LEADER: Carla Hansen</p>	None	<ul style="list-style-type: none"> - Check in on strategic plan.
<p>6 Signature Event Updates TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: Signature Event Co-Chairs</p>	None	<ul style="list-style-type: none"> - Brief Report from Event Co-Chairs of the following future events: <ul style="list-style-type: none"> • Winter Forum • Women’s Leadership Summit
<p>7 Region Updates TIME: 10 minutes (2 minutes each) PURPOSE: Informational/Feedback LEADERS: All</p>	None	<ul style="list-style-type: none"> - Brief Report from Region Co-Chairs on the following: <ol style="list-style-type: none"> 1) Upcoming events planned 2) Recent events executed 3) Efforts to expand membership in your region <ul style="list-style-type: none"> • Region 1 • Region 2 • Region 3 • Region 4

8 **Other Items and Announcements**

TIME: 5 minutes

PURPOSE: Informational

LEADERS: All

None

9 **Adjournment**

PURPOSE: Meeting End

None