



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, December 18, 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 Approval November 20, 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>4 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 • Program • Membership • Communications • Conference • Vice President • President
<p>5 2020 MMANC Board Retreat TIME: 10 minutes PURPOSE: Information/Feedback LEADER: Jessica Deakyne</p>	None	<ul style="list-style-type: none"> - Discuss planned retreat.
<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

<p>8 Other Items and Announcements TIME: 5 minutes PURPOSE: Informational LEADERS: All</p>	<p>None</p>	<p>- Note about holiday hours (see below).</p>
<p>9 Adjournment PURPOSE: Meeting End</p>	<p>None</p>	

The Association Resource Center offices (MMANC office) will close Tuesday, December 24 at noon and open again on Thursday, January 2 at 8:00 am. If a call is received on the MMANC line, there will be a recorded message saying the office is closed for the holidays and if you would like to leave a message, it will be returned on Jan. 2.

Kevin Kilkenny will be in the office on Thursday, Dec. 26 and Monday, Dec. 30. If you need anything from Kevin, you can email him at info@mmanc.org or leave a message at his direct line (916) 932-2229.