



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, May 20, 2020 | 4:00 p.m. to 5:00 p.m.

Dial in: (720) 715-8189 | <https://www.uberconference.com/mmanc>

TOPIC	PREPARATION	PROPOSED PROCESS
<p>1 Commence Meeting/Roll Call TIME: 2 minutes PURPOSE: Procedure LEADER: Jessica Deakyne/Jeff Weaver</p>	None	<ul style="list-style-type: none"> - Jessica calls the meeting to order. - Jeff takes roll.
<p>2 Approval February 19, 2020 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	Review Minutes	<ul style="list-style-type: none"> - Board considers adopting meeting minutes. - Please note that March’s meeting was cancelled due to COVID-19.
<p>3 Director Reports TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne, Monica Davis, Ellie Dalman, Milas Smith, John Stefanski, Jeff Weaver, Jill Bergman</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>4 Board Roles During COVID-19 TIME: 10 minutes PURPOSE: Information/Feedback LEADER: Jessica Deakyne</p>	None	<ul style="list-style-type: none"> - Discuss duties and priorities for region board members.
<p>5 Webinar Wednesday TIME: 10 minutes PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne</p>	Review Memo	<ul style="list-style-type: none"> - Discuss proposal and implementation.
<p>6 Municipal Magazine TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: Ellie Dallman</p>	Review Website	<ul style="list-style-type: none"> - Discuss ideas of revamping the website and articles. - http://municipalmagazine.com/
<p>7 Membership Survey TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: John Stefanski/Ellie Dallman</p>	None	<ul style="list-style-type: none"> - Discuss membership survey
<p>8 Signature Event Updates TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: Signature Event Co-Chairs</p>	None	<ul style="list-style-type: none"> - Discuss impacts of COVID-19

9 **Region Updates**

TIME: 10 minutes (2 minutes each)

PURPOSE: Informational/Feedback

LEADERS: All

None

- Brief Report from Region Co-Chairs on the following:

- 1) Upcoming events planned
- 2) Recent events executed
- 3) Efforts to expand membership in your region
 - Region 1
 - Region 2
 - Region 3
 - Region 4
 - Region 5

10 **Other Items and Announcements**

TIME: 5 minutes

PURPOSE: Informational

LEADERS: All

None

11 **Adjournment**

PURPOSE: Meeting End

None



AGENDA MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

Board of Directors Committee Meeting

Wednesday, February 19, 2020 | 4:00 p.m. to 5:00 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: Jessica Deakyne/Jeff Weaver</p>	<p>None</p>	<p>- Meeting called to order at 4:05 PM</p>
<p>2 Approval September 18, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Monica - Second: Jill - Minutes approved</p>
<p>3 Approval November 20, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Jill - Second: Monica - Minutes approved</p>
<p>4 Approval December 18, 2019 Meeting Minutes TIME: 2 minutes PURPOSE: Decision LEADER: Jessica Deakyne</p>	<p>Review Minutes</p>	<p>- Motion: Brad - Second: Ellie - Minutes approved</p>
<p>5 UberConference TIME: 5 minutes PURPOSE: Information/Feedback LEADER: Milas Smith</p>	<p>Review Memo</p>	<p>- Milas provided a SWOT analysis of using UberConference which the board approved signing up for a premium account.</p>
<p>6 Doodle TIME: 5 minutes PURPOSE: Information/Feedback LEADER: Jill Bergman</p>	<p>Review Memo</p>	<p>- Jill provided a SWOT analysis of using Doodle which the board approved signing up for a premium account.</p>
<p>7 Director Reports TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne, Monica Davis, Ellie Dalman, Milas Smith, John Stefanski, Jeff Weaver, Jill Bergman</p>	<p>None</p>	<p>- Brief Report from all Directors: Milas reported 2019 taxes have been filed. Ellie reminded board to use her as a resource for planning events. Jeff reminded the board to market events before, during, and after including sending photos and write up to post on social media. John reported 656 current members. Jill reported she is in the process of creating subcommittees for the annual conference. Jess reported the mid-year will be on June 26th in SF, discussed corporate partner renewal is in the works, and priorities for 2020 will be emailed to the board.</p>

<p>8 Signature Event Updates TIME: 5 minutes PURPOSE: Informational/Feedback LEADERS: Signature Event Co-Chairs</p>	<p>None</p>	<p>- Brief Report from Event Co-Chairs of the following future events:</p> <ul style="list-style-type: none"> • Winter Forum – March 5, 2020 at Mare Island in Vallejo. 60 registered. 4 panels including tours. • Women’s Leadership Summit – Citrus Heights Community Center (Region 3). Theme around 100 year anniversary of women’s suffrage.
<p>9 Region Updates TIME: 10 minutes (2 minutes each) PURPOSE: Informational/Feedback LEADERS: All</p>	<p>None</p>	<p>- Brief Report from Region Co-Chairs on the following:</p> <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 – Mixer in Cupertino on March 12th and speed coaching in Palo Alto on March 26th • Region 2 – winter forum • Region 3 – planning public engagement/finance in Fall • Region 4 – planning GCL communications course in Hayward on June 3rd • Region 5 – planning GCL in April and networking event
<p>10 Other Items and Announcements TIME: 5 minutes PURPOSE: Informational LEADERS: All</p>	<p>None</p>	<p>- None</p>
<p>11 Adjournment PURPOSE: Meeting End</p>	<p>None</p>	<p>- Meeting adjourned 4:41 PM</p>



Municipal Management Associations of Northern California
950 Glenn Drive, Suite 150
Folsom, CA 95630
(855) 737-2687

Memo

To: MMANC Executive Board

From: Jessica Deakyne, President

cc: Corporate Partners

Date: Wednesday May 13, 2020

Re: Webinar Wednesday Proposal

What: Webinar Wednesdays
Who hosts: Region Co-Chairs
Topics: Corporate partner spotlights, case studies of cities innovating
When: Wednesdays, June to August, every week, times vary based on when session leaders can host the calls and will be scheduled around board meetings
Where: Via UberConference
Registration: via Kevin – MMANC to take reg, email out access link to participants morning of, provide registration list to CPs at end of session

Potential Calendar:

April 28 PILOT	Ryder Smith, Tripepi Smith COVID-19 Communications & Remote Work Lessons	Carrie Dallman (Region 1)
June 3	Mike Oliver @ MRG Financial Realities	NEED HOST
June 10	Claire Laughlin @ MRG Performance Evaluations during COVID-19	NEED HOST
June 17	Jessica Deakyne, City of Novato Small Business Grant Program	NEED HOST
June 23	Monica Davis, City of Hayward TITLE	NEED HOST
July 1	SPEAKER, CORPORATE PARTNER/AGENCY TITLE: CGL Course	NEED HOST
July 8	SPEAKER, CORPORATE PARTNER/AGENCY TITLE	NEED HOST
July 15	SPEAKER, City of Roseville Volunteer Corp	NEED HOST
July 22	SPEAKER, CORPORATE PARTNER/AGENCY TITLE	NEED HOST
July 29	SPEAKER, CORPORATE PARTNER/AGENCY TITLE: CGL Course	NEED HOST
August 5	SPEAKER, CORPORATE PARTNER/AGENCY	NEED HOST



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	TITLE: CGL Course	
August 12	SPEAKER, CORPORATE PARTNER/AGENCY TITLE: CGL Course	NEED HOST
August 19	SPEAKER, CORPORATE PARTNER/AGENCY TITLE: CGL Course	NEED HOST
August 26	SPEAKER, CORPORATE PARTNER/AGENCY TITLE: CGL Course	NEED HOST