



Board of Directors Meeting Minutes

May 28, 2024

Tuesday, March 28 · 3:30 – 5:00pm

Google Meet joining info

Video call link: <https://meet.google.com/eyc-tesn-mwj>

Or dial: (US) +1 573-343-8131 PIN: 333 754 203#

More phone numbers: <https://tel.meet/eyc-tesn-mwj?pin=8837735939285>

1. CALL TO ORDER .

2. ROLL CALL

- a. Exec Board - **Justin Lovell**, **Anthony Valdez**, **Anna Guiles**, **Aaron Zavala**, **Stacie Marchettie**, **Liz Lange**, **Candice Rankin Mumby**
- b. Region 1 - **Caroline Dallman**, Oscar Murillo, Varsha Srinivasan, Ernest Azevedo
- c. Region 2 - Delana Bradford, **Jonathan Luong**, Shawn Smith,
- d. Region 3 -
- e. Region 4 - Brad Olsen, **Claire Coleman**,
- f. Region 5 - **Juan Heredia**

* **Bold names indicates voting members for meeting**

3. APPROVAL OF MINUTES

- a. **Approval of the Minutes from the [March 26, 2024 Meeting](#)**
 - i. Recommendation: Approve the Minutes of the March 26, 2024 meeting.
 - ii. **Claire moved to approve and seconded by Shawn - Approved by majority vote.**

4. UNFINISHED BUSINESS

5. NEW BUSINESS

- a. **Operating Reserve Adjustments**
 - i. [Memo to MMANC Board of Directors](#)
 1. [Resolution MMANC-2024-01 Regarding US Bank Signatories](#)
 2. [MMANC Operating Reserve and Investment Policy](#)

3. [MMANC Calendar Year 2024 Approved Budget](#)

- ii. Recommendation: Approve Resolution MMANC-2024-1 naming the current President, Vice-President, and Treasurer as signatories for the organization's checking and savings account.

Moved by Aaron seconded by Stacie - Approved by majority vote.

Authorize the Finance Director to transfer the savings account balance into the 4.5% variable Platinum Business Money Market Account and close the current savings account. Authorize the Finance Director to transfer \$100,000 from the checking account to the new savings account.

Moved by Aaron seconded by Candice - Approved by majority vote.

6. BOARD DIRECTOR UPDATES

a. President

- i. ARC Contract update in progress and will be shared at a future Board meeting.
- ii. Working on the logistics for CGL graduates to receive one year of ICMA membership (process for certifying and updating ICMA contact)
- iii. Board Retreat - Save the date, July 18. Location TBD.

b. Vice President

c. Treasurer

d. Membership Director

- i. Membership Committee is one of the three standing committees and actively recruiting to revitalize the committee. Seven person Committee – one representative from each region, a member at large, and the Membership Director. Committee members do not need to be a Region Co-Chair

e. Programs Director

- i. Women's Leadership Summit - Event has wrapped up. Conversation at the Summer Retreat about how to move forward with this event as it's a large lift
- ii. Summer Symposium - August 15 at the Woodland Community Center. Save the Dates will be shared soon.
- iii. CGL - Working to reengage the members in the program and simplify tracking progress through the program.

f. Communications Director

g. Conference Director

- i. Registration is open - 23 have signed up already
- ii. Region Co-Chairs requested to send email to members to remind folks to register and take advantage of the Early Bird pricing

- iii. Finalizing the Key Note speaker and will announce when final

h. Immediate Past President

- i. HdL scholarship for Stanford LGSI program recipient was Liz Habkirk, Assistant City Manager from City of Napa

7. COMMITTEE UPDATES

a. Strategic Plan Committee

- i. Goal is to have a draft Strategic Plan by the conference
- ii. Present communication metrics at the next Board Meeting
 - 1. Email metrics
 - 2. Social media metrics

8. REGION UPDATES

a. Region 1

- i. Past Events Held: Happy Hour, So You Want to Be a City Manager speaker series, Tide Pooling in partnership with San Mateo Parks
- ii. Upcoming: July 26 Ball Game at the San Jose Giants with designated section. CGL Course on Labor Relations in July, Mid-Pen Open District for a hike in August

b. Region 2

- i. Upcoming: Networking event on July 20 in Petaluma. Working to plan a virtual focus group, CGL course later in the year

c. Region 3

- i. Upcoming: Brewery Happy Hour on Thursday, June 6, for the focus group. Main focus has been the Summer Symposium

d. Region 4

- i. Upcoming: June 27 Hike at Lake Chabot after work at 5:30, then Fiscal NY Happy hour on July 11 in Berkeley, then Oktoberfest in San Leandro

e. Region 5

- i. Upcoming: Thinking of doing a trivia night at a bar this summer to help build interest in the annual conference.

9. ICMA / CALCITIES / ILG / OTHER PARTNER UPDATES

a. Cal Cities Policy Committee Meetings

- b. \$500 to co-sponsor the California Reception at ICMA Conference in Pittsburg
- c. Opportunity to co-brand some of the ILG webinars and help promote

10. OTHER ITEMS & ANNOUNCEMENTS

a. Upcoming Events

11. ADJOURNMENT

Adjourn at 4:43 p.m.

