

WCMA EXECUTIVE BOARD MEETING
October 8, 2007
Pittsburg, Pennsylvania

Meeting Minutes

Present:

<u>Attendee</u>	<u>Organization</u>
Mike Davis, President	City of Middleton
Todd Schmidt	City of Milton
Chuck Whiting	St. Croix County
Pat Cannon	City of Sun Prairie
Andy Pederson, Board Member	Village of Bayside
Jeremy Smith, WAMCAM President	Village of Sussex
Ed Henschel	WCMA Executive Director
Tammy LaBorde	City of Pewaukee
Becca Smith	City of Janesville

Call to Order: President Mike Davis called the meeting to order at 4:00 PM.

Member Support: It was reported that Kelly Gosse continues to receive treatments for her cancer and recently completed a clinical trial treatment. Tammy LaBorde reported that Scott is planning a trip to Disney World. She reported that she is aware of a fund-raising effort to help them make this trip happen. She indicated that if the Board is interested in helping out with this effort, she would get the details for distribution to the membership.

A motion was made by T. Schmidt and seconded by A. Pederson to endorse a fund raising project for a Disney trip for the Gosses. The motion carried unanimously.

WCMA Contract with Virchow, Krause & Company: Mike Davis reported that he had a meeting with Mike Ley and Ed Henschel to discuss the future of the Virchow, Krause contract for WCMA Executive Director Services. Currently, WCMA pays V/K \$25,500 per year. Mr. Ley reported that had V/K billed WCMA for all work performed at the firm's normal billing rates, the cost would have exceeded \$100,000. While he supports the continuation of this contract, he was looking for ways to increase the contract amount and reduce costs.

Ed Henschel reported that he had developed several alternatives designed at continuing to provide executive director services to WCMA for the long term.

Mr. Davis stated that he made no commitments at this meeting and suggested that Mr. Ley attend the November meeting of the Executive Committee to present any ideas he may have for continuing the contract.

Internship Grant Program: Pat Cannon, Chairman of the Internship Grant Committee, reported that the Committee received five applications of Internship Grants. A final decision on grant awards will be made in the next 2-3 weeks. Ed Henschel reported that through donations and the amount budgeted by WCMA; the Committee has \$5,500 to award.

Civics Education Initiative: Mike Davis reported that he contacted a representative of the Department of Public Instruction regarding the need to improve civic education in Wisconsin public schools, especially as it relates to the operation of local government. He stated that he will be making a presentation at the Institute of Service Learning on February 25, 2008 on this matter. The institute makes recommendations for curriculum changes to the public schools.

Other Business: Chuck Whiting reported that he has discussed hosting a future WCMA Conference in Eau Claire with the Northwest Region members.

With no other business to come before the Board, the meeting adjourned at 4:40 PM.

Future Meeting Dates:

- November 21 in Madison (at the Virchow, Krause office).
- January 17, 2008 in Madison (at the Virchow, Krause office).
- March 7, 2008 in Kimberly (at the Winter Conference).
- May 15, 2008 in Madison (at the Virchow, Krause office).
- June 14, 2008 at the Summer Conference

Respectfully Submitted,

Ed Henschel
Executive Director

**Revenue to Expense Budget vs. Actual
January 1 through August 10, 2007**

Ordinary Income/Expense		Jan 1 - Aug 10, 07	Budget	\$ Over Budget	% of Budget
	Income:				
	Conference Sponsorships	0.00	11,000.00	-11,000.00	0.0%
	Donations	500.00	2,000.00	-1,500.00	25.0%
	ICMA 2011 Surcharge	1,630.00	2,000.00	-370.00	81.5%
	ICMA Dinner	90.00	1,850.00	-1,760.00	4.87%
	Interest Income	1,701.69	1,250.00	451.69	136.14%
	June Conference Registrations	18,579.00	20,000.00	-1,421.00	92.9%
	June Conference Sponsors	4,350.00			
	Late Fees	10.00	100.00	-90.00	10.0%
	March Conference Registrations	19,260.00	19,000.00	260.00	101.37%
	March Conference Sponsors	3,950.00			
	Membership Dues	25,203.29	29,000.00	-3,796.71	86.91%
	Miscellaneous	0.00	3,000.00	-3,000.00	0.0%
	Newsletter Advertising	3,950.00	4,000.00	-50.00	98.75%
	Sale of Shirts	0.00	100.00	-100.00	0.0%
	WAMCAM dues	1,470.00	1,250.00	220.00	117.6%
	WAMCAM Income	0.00	250.00	-250.00	0.0%
	Total Income	80,693.98	94,800.00	-14,106.02	85.12%
	Expense:				
	Conf Refund	2,075.00			
	Executive Director Fees	13,861.25	25,500.00	-11,638.75	54.36%
	Hospitality Expenses	520.60	500.00	20.60	104.12%
	ICMA 2011 Conf. Restricted	0.00	2,000.00	-2,000.00	0.0%
	ICMA Conference Planning	326.98	1,000.00	-673.02	32.7%
	ICMA Dinner at ICMA Conf	0.00	1,800.00	-1,800.00	0.0%
	Insurance	1,216.00	1,850.00	-634.00	65.73%
	Internship Grants	2,000.00	5,000.00	-3,000.00	40.0%
	June Conference Expenses	19,131.33	23,000.00	-3,868.67	83.18%
	March Conference Expenses	12,967.29	22,000.00	-9,032.71	58.94%
	Miscellaneous Expenses	460.17	1,000.00	-539.83	46.02%
	Next Gen. Dev. Program	0.00	1,000.00	-1,000.00	0.0%
	Office Supplies/Postage	1,576.87	800.00	776.87	197.11%
	Officer Travel	346.81	1,000.00	-653.19	34.68%
	WAMCAM Expenses	247.50	1,200.00	-952.50	20.63%
	Website Charges	1,224.95	1,000.00	224.95	122.5%
	Total Expense	55,954.75	88,650.00	-32,695.25	63.12%
Net Ordinary Income		24,739.23	6,150.00	18,589.23	402.26%
Other Income/Expense					
	Other Income				
	Transfer from Checking	-20,000.00			
	Total Other Income	-20,000.00			
Net Other Income		-20,000.00			
Net Income		4,739.23	6,150.00	-1,410.77	77.06%