

WCMA EXECUTIVE BOARD MEETING
August 13, 2009
Oshkosh City Hall
Meeting Minutes

Present:

<u>Attendee</u>	<u>Organization</u>
M. Rohloff, President	Oshkosh
Todd Schmidt, Vice President	Milton
Andy Pederson, Sec/Treas.	Bayside
L. Kutchenriter	Omro
C. Whiting	St. Croix Co.
E. Geick	Baraboo
Ed Henschel	Executive Director
Sherry Henschel	WCMA Staff

Call to Order: President Mark Rohloff called the meeting to order at 11:30 AM

Minutes: A motion was made by L. Kutchenriter and seconded by Andy Pederson to approve the June meeting minutes. The motion passed unanimously.

WAMCAM Report: In the absence of J. Thyes, WAMCAM President, E. Henschel reported that WAMCAM indicated that it plans to donate \$100 to the ICMA Fund for Professional Development. WAMCAM requested WCMA match this donation. A motion was made by A. Pederson and seconded by C. Whiting to match WAMCAMs donation. The motion passed unanimously.

Ranger Rider Activities: Range Rider Dick Farrenkopf was not able to attend the meeting. E. Henschel indicated that he and Dick had discussed the Racine Administrator appointment and whether the new administrator should be invited to join WCMA. It was concluded that he will be asked to join WCMA in order to help him develop his professional skills.

Status of Tax Exempt Application: The membership vote to amend the Constitution to comply with the IRS tax exempt rules passed. The amendment to the Constitution has been submitted to the IRS. No reply or decision has been received as of this date.

WCMA/ICMA Association Affiliation Agreement: ICMA has developed a draft affiliation agreement to improve the working relationship between state associations and the efforts of ICMA. The draft agreement was reviewed. During discussion, the Board had no objections to the concept but raised questions about training, attempts to increase ICMA membership and training requirements. The Board would also like the agreement to address timely responses to ethics complaints and the address the Midwest Rotation Agreement. It was agreed that the Executive Director would draft a letter addressing WCMA concerns, distribute it to the Executive Board for review and then send it to ICMA for a response.

WCMA Reimbursable Expenses: The Executive Board discussed the need for a policy on allowable expenses that the Association should pay for on behalf of its members. The discussion focused on ICMA Conferences and Conference Planning activities, in particular, whether or not WCMA should pay for alcoholic beverages for some events. The census of the Board was that it is ok for WCMA to pay for alcoholic drinks at dinner, but not a separate and excessive bar tab.

After a further discussion, a motion was made by E. Geick and seconded by A. Pederson that WCMA would not pay for alcoholic beverages except to entertain non-WCMA members on behalf of the Association. This would exclude the social events of WCMA at the ICMA and WCMA Conferences. The motion passed 5 to one with A. Pederson dissenting.

Ethics Procedures: M. Rohloff reported that he was concerned that the letter from the Ethics Committee on a recent ethics investigation did not come to the Executive Board for review before it went to the individual against whom a violation had been made. He also questioned why WCMA membership was delayed until after the ethics investigation was completed. Mr. Henschel noted that withholding membership was a requirement in

our rules of procedure, The length of time that ICMA takes to investigate ethics complaints was also a concern because it leaves the individual in a state of limbo.

It was agreed that the rules of procedure for ethics complaints would be distributed to the Board and the members of the Ethics committee and the two groups would meet jointly in March to discuss effective processes of future complaints.

The matter of ethics training was also discussed and it was agreed that there would be at least one ethics training session provided to the membership annual at WCMA Conferences.

Milwaukee County Administrator Position: E. Henschel reported that the Milwaukee Board Chair has proposed eliminating the elected County Executive position in favor of a board appointed county administrator. The County Executive has recommended turning over many of its existing services to municipalities and the State. It was agreed that WCMA would not become involved in the issue unless invited by the County. ICMA has been notified that the issue is being discussed.

WCMA Financial Report: The Executive Director indicated that an up dated financial report was not ready for review. A report will be prepared and distributed to the Board.

Conference Evaluation: The Summer Conference evaluation summary was reviewed. The conference received very high marks from those who attended. A. Pederson suggested looking into doing the conference surveys electronically to increase the number of responses.

Consideration for Credit Card Payments: E. Henschel reported that he receives between 10 and 20 requests annually from members, sponsors and advertisers to make credit card payments to WCMA (the Association currently does not accept credit card payments). He asked if the Association should offer such an option. A. Pederson reported that the Village of Bayside allows credit card payments with a company that charges the fees back to the user. He will provide information on this system and the matter will be reported back to the Board at a future date.

Committee Appointments: There were no committee appointments. President Rohloff noted that quite often Executive Board members are recruited from the various WCMA committees. When they are appointed to the Board, they often remain on the committee which limits participation in WCMA by other members interested in serving. He stated that he will step off of the Next Generation Committee and have an appointment for a replacement at the next Board meeting.

Board Meeting Calendar: President Rohloff stated that he would send out proposed dates for the meeting calendar through June 2010 to determine members' availability. T. Schmidt suggested selecting a different day of the week as Thursdays are now his busiest day preparing council meeting packets.

Other Business: T. Schmidt reported that he and P. Cannon met with their State Representative, who also chairs the State Ethics Committee, regarding elected officials dismissing employees and appointing themselves to the position. Todd stated that if this issue is pursued by WCMA that the Association should submit specific language to be considered by the Legislature. D. Farrenkopf sent an email to WCMA recommending that the Association enlist the help of the League of Women Voters or the Chamber of Commerce to assist with this issue.

Todd also reported that legislatures are surprised that they don't hear from WCMA on more issues involving municipalities.

E. Henschel reported that he along with a number of other administrators in Southeast Wisconsin belong to the Milwaukee Area Municipal Employers Association (MAMEA) which is an organization that tries to develop bargaining strategy and share union contract settlement information. MAMEA is attempting to develop a better system to share information and is considering a web-based system. They asked if their bargaining information could be placed in the members' only section of the WCMA website. The consensus of the Board was that this may be useful information for all WCMA members.

E. Henschel reported that the Waupun City Council is trying to determine if they should hire a new administrator to replace G. Rogers. The Executive Director recently attended a public information meeting in Waupun to

explain the benefits of having an administrator. It was a panel meeting format that included a fulltime mayor (Tom Kennedy of Beaver Dam), a City Manager (John Wilmot of Fort Atkinson) and Ed Henschel of WCMA. The City is also considering holding a referendum of the form of government which Ed discouraged. The City is expected to make a decision in August on the direction they plan to take.

With no other business to come before the Board, the meeting adjourned at 2:10 PM.

Respectfully Submitted,

Ed Henschel
Executive Director