

Wisconsin Association of Municipal and County Assistant Managers (WAMCAM)
Membership Meeting Minutes
August 30, 2001
Rotary Gardens, Janesville

Members Present:

Todd Schmidt, President B Brown Deer; Ray Ellingen, Treasurer B Whitefish Bay; Tina Salzman, Secretary B Manitowoc; Rebecca Finn, Intern Rep. B Elm Grove; Pete Caffaro, Director at Large B Wauwatosa; Aaron Oppenheimer - Janesville; Linda Kutchenriter B Ripon; Justin Marlow B Milwaukee; Angela Sheehan B Janesville; Scott Simpson B Janesville; April Little B Janesville

- I. Welcome & Introductions
- II. Guest Speakers: Steve Sheiffer, City Manager of Janesville and Tom Rogers, Assistant City Manager of Janesville.

Steve stated that the future of managers is in the hands of assistants. Most managers were once assistants. The profession has grown tremendously. In large cities career assistant is feasible. Steve encourages those interested in the profession to pursue a Masters degree, but expresses that what matters most is enjoyment of the profession. If one is committed, then one will always learn.

Tom is the longest reigning Assistant Manager in the State. He followed a non-traditional path with an under-grad in political science. His career unfolded without a specific goal. If one sets his/her goal to become city manager, one will attain it.

Both Steve and Tom are happy with the formation of WAMCAM.

Advice to current assistants: demand to learn/grow in current positions. Develop values, standards, professional concepts of who/what you want to be. When one becomes bored or no longer challenged in his/her current position, it is time to move on. Consider how many times in life you want to move. Before making leap to manager position, learn the job of assistant for the first couple of years and then enjoy the position, then make a move. (i.e. 4 year time frame)

- III. A. Membership efforts: mailing has been sent (qty. 150).
- B. WAMCAM Committee Assignments and Duties: Looking for members to serve on committees. Committee meetings can be held via email/phone conference, etc.
 1. Membership Committee: P. Coffaro, Chair.
 2. Program Committee: Chair position is open as A. Sheehan has other commitments. Contact T. Schmidt if interested.
 3. Finance Committee: Scott Simpson and Ray Ellingen

6 paid members
\$140 revenue
\$100 expenses Bmailing
No Budget yet

4. Public Relations Committee: website, WCMA budgeted for website maintenance

IV. Old Business

- A. WCMA Cooperative Efforts: ICMA website lists WAMCAM as official affiliate
Next years dues to Secretariat of WCMA is a possibility?
- B. Job Opportunities: Palmira; East Troy; Mauston
- C. Tech Watch
- D. Project updates and info requests

V. **Next Membership meeting: Tuesday, October 23.** Potential tour of MMSD

VI. Adjourned

Respectfully submitted
Tina Salzman, Secretary
8/6/01