



Minnesota Association of County Administrators
Executive Committee Meeting
September 15, 2017 11:30 AM (Following AMC Fall Policy Conference)
Breezy Point Resort
Breezy Point, Minnesota

Minutes

1. Call to order
President Whiting called the meeting to order at 11:30 a.m.

| <u>Member</u> | <u>Office</u> | <u>County</u> | <u>Attendance</u> |
|------------------|----------------|-----------------|-------------------|
| Chuck Whiting | President | Polk | Present |
| Becky Young | Vice-president | Stevens | Present |
| Bruce Messelt | Treasurer | Chisago | Present |
| David Minke | Secretary | Pine | Present |
| Peg Heglund | At Large | Yellow Medicine | Present |
| Lee Kelly | At Large | Wright | Present |
| Michael Plante | At Large | Wabasha | Present |
| Michael Williams | At large | Stearns | Present |
| Roxy Traxler | Past President | Sibley | Absent |

Others present: Julie Ring, AMC Executive Director; Matt Hilgart, AMC Policy Analyst.

2. Review/Approve Agenda. It was the consensus to add nominations committee to the agenda.
3. Review/Approve minutes from the August 25, 2017 meeting and August 29 email meeting. Motion by Plante, 2nd by Williams to approve the minutes of the August 25, 2017 and August 29, 2017 email meetings. Messelt noted he would abstain from the vote. Motion passed 8-0; Messelt abstaining.
4. Treasurer Report.
Messelt distributed the treasurer's report including the 2017 budget and year to date expenditures, various financial projections and a preliminary 2018 budget.

Member dues revenue is up. Training/conference revenue is split 50/50 with the Minnesota Association of County Human Resource Managers (MACHRM).

Motion by Heglund 2nd by Williams to approve the August financial report and the payment to AMC. Motion passed unanimously.

The executive committee discussed the 2018 budget. Discussion included NACA membership, speaker fees for conferences, projected dues revenue and the role of AMC staff and staff support for MACA.

The executive committee highlighted the importance of maintaining the relationship with Matt Hilgart as the policy work is key to the group.

Julie Ring, AMC executive Director, will prepare a proposal for staffing which attempts to maintain the key parts of the policy development and add more assistance for member services support for MACA to review.

Messelt, Traxler, and Williams were appointed to review the proposal.

Messelt will prepare the 2018 budget with options for consideration.

5. Conference Planning

The group confirmed the fall conference program including proposed bylaw amendments.

6. Annual Conference

Whiting and Hilgart to coordinate/finalize schedule. Discussion of Nick Thompson, Director, Metropolitan Transportation Services for the Metropolitan Council as a possible speaker for AMC.

7. MACA IGS Liaisons. The concept is to have a MACA member serve as the liaison to each of the AMC policy Committees.

8. The Annual calendar was reviewed. MACA executive committee meetings will be the 4th Friday of each month except March, May, and December. Whiting and Hilgart to finalize schedule and coordinate MACA executive committee meetings with AMC meetings.

9. Hilgart distributed copies of the annual levy and budget survey.

10. Nomination Committee. The nomination committee will be Young, Messelt, and Traxler. The committee will also review and recommend terms of office for the existing board members.

11. Adjourn. With no further business motion by Heglund, 2nd by Traxler to adjourn. The meeting adjourned at 1:10 p.m.