



**Minnesota Association of County Administrators
MACA/MCHRMA Fall Conference
8:00 AM to 10:00 AM Friday October 5, 2012
Business Meeting
Ruttger's Bay Lake Lodge**

1. Call to Order – President Sharon Hanson 9:10 a.m.
2. Introductions: MACA members, AMC staff, and other attendees introduced themselves
3. Approval of March Minutes – Moved by Jack Schmalenberg, Seconded by Bob Meyer and unanimously approved
4. President's Report – President Hanson thanked members for their attendance, and noted that this was the highest attendance at a MACA Fall Conference in recent history. She also gave a brief presentation titled "The Top Ten Reasons to Attend Next Year's Fall Conference."
5. Treasurer's Report – President Hanson presented the Treasurer's report. The report was moved by Kyle Oldre and seconded by Jan Fransen and unanimously approved.
6. Secretary's Report – Secretary Luci Botzek presented the Secretary's report. Botzek discussed the AMC Annual Conference agenda, noting that MACA will meet on the Tuesday of the conference. Members had several comments and questions regarding the hotel accommodations at the conference, and AMC Executive Director Jeff Spartz responded to the questions.
7. 2013 Board Members: Bob Meyer presented the slate of candidates for the 2013 MACA Executive Committee:

Duane Hebert, President
Luci Botzek, Vice President
Sara Folsted, Secretary
Roxy Traxler, Treasurer

Nate Burkett, At-Large
Pat Melvin, At-Large
Bob Meyer, At-Large
Sharon Hanson, Past President

MACA members will vote on the slate in December.

8. Bylaws Revisions: Karen Brown presented suggested changes to the MACA bylaws, as recommended by MACA's bylaws revision task force. Members had a discussion over whether the organization should consider allowing all people who perform principal administrative duties at a county to be eligible for membership in the organization, including elected officials who assume those responsibilities. President Hanson suggested that the group should maintain its current practice of only admitting appointed staff into the organization. Following discussion, Duane Hebert moved approval of the bylaws as recommended by the task force. The motion was seconded and approved on a voice vote.
9. 2013 Fall Conference: President Hanson reported that MACA/MCHRMA's contract with Ruttger's is up at the end of the year, and the organizations need to settle on a site for the 2013 Fall Conference. Members expressed that they were pleased with Ruttger's. President Hanson said that the MACA Executive Committee would talk to MCHRMA about renewing a contract with Ruttger's, and perhaps requesting an earlier check-in.
10. MACA White Papers: President Hanson referred members to copies of white papers prepared by Nate Burkett as part of MACA's strategic plan. President Hanson urged members to provide feedback to Nate, and said the group would be discussing the documents in December.
11. MACA Strategic Plan: President Hanson discussed MACA's strategic plan, and asked Beau Berentson from AMC to discuss changes to MACA's website. Berentson discussed the recent changes, including the expanded use of MACA's members-only message board. Tim Houle reminded members that they recently raised dues for the organization, and suggested that the group should consider ways to use that additional revenue to secure a higher amount of members' services. Houle also reported that MACA was making slow but steady progress on the strategic plan.
12. New Administrator Training: President Hanson reported that MACA is trying to get training for new administrators included within AMC's new commissioner training event.
13. MCIT Update: Steve Nelson from MCIT presented an update from the organization.
14. Performance Measurement Program: Berentson gave a brief presentation on the state's Performance Measurement Program. Berentson noted that participation among counties had dropped considerably from 2011 to 2012. Berentson suggested that AMC and MACA could work together to provide training between counties on the program. Berentson said he would take further direction from the MACA Executive Committee. Berentson also fielded questions related to recent changes in County Program Aid disbursements.
15. AMC Update: AMC Executive Director Jeff Spartz presented an update from AMC. He discussed the MAGIC Act, and AMC's work to reduce the cost to counties for accepting credit cards.
16. Adjournment – President Hanson adjourned the meeting at 9:50 a.m. Members then heard a presentation from State Economist Tom Stinson.