



Executive Committee Minutes
Minnesota Association of County Administrators
Conference Call
Friday, November 18, 2011
9:30 a.m.

President, Molly O'Rourke	<u> X </u>	At-Large, Luci Botzek	<u> </u>
Vice President, Mary Callier	<u> </u>	At-Large, Duane Hebert	<u> X </u>
Treasurer, Sharon Hanson	<u> X </u>	AMC Liaison, Joe Mathews	<u> X </u>
Past President, Trish Klein	<u> X </u>	AMC Staff, Maria Slavik	<u> </u>
At-Large, Brian Berg	<u> X </u>		

- I. Call to order – Molly O'Rourke, MACA President 9:38 a.m.
- II. Approval of October Executive Committee minutes: Hebert moved to approve the minutes, Hanson second and unanimously approved.
- III. Status of By-law changes: By law changes for the proposed committee structure were sent out on November 2nd. There may be a need for a more detailed and thorough bylaw review going forward in 2012.
- IV. Status of conference survey results: Joe provided an update on the survey results and will provide the committee with a written summary of the conference feedback and financials.
- V. MACA role in retirement recognition: The group discussed sending an executive committee member to retirements and the consensus was to recognize retirees at their retirement events in their county. There was also a discussion about a token of recognition. Mary Callier and Jim Schug will be retiring soon and will need a plaque or clock or other item in recognition of their service. \$50-75 seems like a reasonable amount to spend per retiree.
- VI. Admin Univ Curriculum: Molly suggested having this issue discussed by the Professional development committee in the coming year. Trish suggested introducing the concept to the group in December with the intent of implementation in 2012. Mary is willing to do more work on this between now and the last day of her employment at Olmsted County. Trish suggested having Mary give an outline of the concept at the meeting as she was the architect. Molly will talk with Mary about fleshing it out a bit more and making the presentation at the business meeting.

- VII. Discuss expectations for AMC support following Joe's departure: Should MACA be part of the hiring process? The group agreed that someone on the Executive Committee should be involved in the process at the invitation of AMC if they desire it, MACA should not be forceful of it. The group thought that the representative should be the representative MACA president or their designee.
- VIII. Adjourn 10:26 a.m.