



Executive Committee Minutes
Minnesota Association of County Administrators
MACA Technical Day, MCIT, St. Paul
Friday, July 25, 2012
2:00 p.m.

President, Sharon Hanson	<u> X </u>	At-Large, Bob Meyer	<u> X </u>
Vice President, Duane Hebert	<u> X </u>	At-Large, Nate Burkett	<u> X </u>
Treasurer, Deb Gruber	<u> X </u>	At-Large, Sara Folstad	<u> X </u>
Secretary, Luci Botzek	<u> X </u>	AMC Staff, Beau Berentson	<u> X </u>
Past President, Molly O'Rourke	<u> X </u>		

Also present: Tim Houle, Crow Wing County; David Minke, Pine County

- I. **Call to order** – Sharon Hanson, MACA President, 2:21 p.m.
- II. **Approval of June Executive Committee minutes:** Duane moved to approve the minutes, Molly second and unanimously approved.
- III. **Strategic Plan Review:** Tim Houle presented a review and update of the MACA strategic plan. Tim discussed the process of putting together the strategic plan, and then reviewed the implementation action plan point-by-point. The committee marked some items as completed, adjusted due dates for others, and assigned additional tasks. Beau was instructed to conduct a survey of MACA members to determine which members are meeting with regional MACA groups. Tim also presented the findings of a MACA member survey conducted to determine interest in having MACA educate AMC members about the role of administrators and coordinators in county government. The committee asked Tim to produce a one-page document on the subject by Dec. 31, 2012, which would be posted on the MACA website.
- IV. **Discussion of “members only” section of MACA website.** The committee discussed utilization of the “members only” section of the MACA website. Beau suggested that he could start posting questions to MACA members on the “members only” site, rather than e-mail the question directly to MACA members. The committee agreed with the suggestion.
- V. **MACA-AMC relationship.** President Hanson suggested that the group should continue to discuss the relationship between MACA and AMC, and the services provided to MACA through their contract with AMC. Tim reminded the

executive committee that MACA had recently raised dues, at that the organization should discuss how they want to utilize the increased revenue. President Hanson stated that the executive committee would revisit the MACA-AMC contract during the August meeting.

- VI. **Next Meeting.** The executive committee decided the next meeting will be via conference call on August 24.
- VII. Adjourn at 3:28 p.m.