



TENNESSEE CITY MANAGEMENT ASSOCIATION

MINUTES
BOARD OF DIRECTORS MEETING
June 12, 2016 - 9:00 AM (Eastern)
Courtyard by Marriott - Balsam Point Board Room
Gatlinburg, Tennessee

1. **Roll Call**

President Kirk Bednar called the meeting to order at 9:05 AM. Other Board members present included Rob Lyons (Murfreesboro), C. Seth Sumner (Savannah), Ted Rogers (Collegedale) and Eric Stuckey (Franklin). Absent was Janice Casteel (Cleveland) who retired as City Manager effective May 31, 2016. Also in attendance was new Board member nominee Tracy Baker (Sevierville), ICMA-VP Bill Hammon (Alcoa), Jim Thomas (UT-MTAS), Mark Watson (Oak Ridge), and TCMA Executive Director Michael Walker.

2. **Approval of Minutes**

Lyons moved for approval of the minutes as presented from the April 12, 2016 meeting in Murfreesboro; seconded by Stuckey. Approval was unanimous.

3. **Executive Director's Report**

FY 2015-2016 YTD Financial Position – Walker reviewed the following documents and financial reports: Budget to Actual Comparison (July 1, 2015 through May 31, 2016, all SunTrust bank statements as of May 31, 2016, Year-to-date PayPal (credit card) receipts/transfers to the primary checking account through May 31, 2016, and Sponsorship support year-to-date. Income and expenses continue to trend well with total year-end income expected to exceed expenses by \$75,000 on June 30, 2016.

4. **Old Business**

There were no items for consideration under old business.

5. **New Business**

Review of Executive Director's Performance During FY 2015-2016 and Approval of Compensation for FY 2016-2017 – President Bednar coordinated a review of Walker's performance with Past President Casteel and Vice President Lyons.

Based on a positive review of his performance, Bednar recommended a \$4,500 increase in annual compensation for FY 2016-2017. Formal approval of the compensation will be considered within the adoption of the FY 2016-2017 Budget.

Consideration and Adoption of the Proposed FY 2016-2017 Budget – Walker reviewed the year-end financial projections for FY 2015-2016 and the rationale used for preparation of the FY 2016-2017 budget. Income is projected at \$146,620 with expenses at \$113,650, generating a net income of \$32,970. With a project net income of \$75,000 in FY 2015-2016, the proposed budget includes, after completion of the FY 2015-2016 year-end audit, a \$55,000 transfer from the Primary Checking Account to the Savings Account (\$30,000) and the 2019 ICMA Conference Account (\$25,000). Rogers moved to adopt the proposed budget and recommend approval by the full membership at the upcoming Annual Business Meeting; seconded by Sumner. Approval was unanimous.

Update on Ed Young Scholarship Fund – Walker reviewed briefly the form to be used in reviewing applications for scholarships that will help with the cost of attending future TCMA conferences based on the selection criteria approved by the Board at its April 12, 2016 meeting. There were no comments or suggested revisions to the application form.

Update on the 2016 Fall Conference in Knoxville (October 26-28, 2016) – Walker reviewed the initial program planning for sessions at the joint conference with the Kentucky Managers and other events. Thomas and Walker discussed the opportunity to have the Wednesday night social event at Neyland Stadium plus the need to move forward immediately with the commitment to reserve space in the Skybox area. Stuckey moved to have the social event there; seconded by Sumner. Approval was unanimous.

Update on TCMA Committee Appointments for FY 2016-2017 – Incoming President Lyons indicated that he would be moving forward with appointments of members to the standing committees and leadership chairs by early July 2016.

Game Plan for Implementation of TCMA Strategic Plan (2016-2020) – After a brief discussion, incoming President Lyons agreed to organize a conference call with key stakeholders to formulate a work plan for moving forward with implementation.

Other News Business – Watson addressed the Board about his concern that after the 2016 Tennessee General Assembly actions that impacted cities negatively, TCMA members and member cities need to formulate and implement a plan for communicating legislative concerns and priorities better and directly to senators and representatives during the 2017 session. While significant discussion occurred, the Board took no action on how best to move forward.

6. **Adjournment**

With no further business, the meeting was adjourned at 11:05 AM.

MINUTES WERE APPROVED BY THE BOARD AT THE OCTOBER 25, 2016 MEETING

