

TCMA
EXECUTIVE BOARD MEETING

September 19, 2012
Knoxville, Tennessee
Knoxville Hilton
Board Room

President Carrier called the meeting to order at 10:00 a.m. Members present were President Carrier; members Bednar, Broughton, Casteel, Hammon, Lyons, Sumner; and Past President Lewellen. Executive Director Baker, ICMA Liaison Relyea, and Mike Walker were also present.

The minutes of the June 10, 2012 were reviewed. The minutes were approved as written upon motion by Casteel with second by Bednar.

There was no old business to bring before the Executive Board.

Under New Business the following items were considered by the Board:

1. ICMA EXECUTIVE BOARD NOMINATING COMMITTEE ALTERNATE

As an Affiliate Member of ICMA, the TCMA President serves on the ICMA Executive Board Nominating Committee which meets during the ICMA Regional Summit Meeting. ICMA requested the adoption of a policy as to the selection of an alternate in the event the TCMA President cannot attend a nominating committee meeting. Following a motion by Lewellen with second by Bednar, it was approved the President is authorized to designate an alternate representative following the TCMA Executive Board line of succession.

2. ICMA EXECUTIVE BOARD

The Board decided not to endorse any candidate for ICMA Executive Board. It was agreed qualified members should be encouraged to submit their application to become a member of the ICMA Executive Board.

3. SPONSORSHIP COMMITTEE

Mike Walker, Sponsorship Committee Chair, recommended a minimum \$2,500 contribution (cash or in-kind) to be designated as a Gold Level Sponsor and a \$1,500 contribution for designation as a Silver Level Sponsor, with such sponsorship to apply to the two successive conferences following the sponsorship commitment. In return for such sponsorship, a Gold Level Sponsor will be given up to 10 minutes to speak to the membership during one of the conferences, receive two complimentary registrations for both conferences, and be permitted to distribute promotional material to the membership at both conferences. A Silver Level Sponsor will receive one complimentary registration and be permitted to distribute promotional material to the membership at both conferences. Sponsors who provide a contribution of \$500 annually will be recognized

as a Bronze Level Sponsor. Gold, Silver, and Bronze Level Sponsors will be additionally be recognized with appropriate signage at each conference as well as on the TCMA website. Upon motion by Broughton and second by Sumner the recommendation was adopted.

4. **ICMA CONFERENCE FUNDS** Upon motion by Bednar with second by Casteel it was approved to (1) establish a new account to be known as the ICMA Conference Fund, (2) transfer \$12,000 into the account, (3) and authorize the funds to be invested in such a manner as to be insured by the FDIC.

5. **CONSTITUTION AND BY-LAWS AMENDMENT**

The Board discussed the proposed amendments to the TCMA Constitution and By-Laws. Upon motion by Lewellen with second by Hammon it was recommended the proposed amendments be submitted to the general membership with the recommendation they be adopted.

6. **2013 SPRING MEETING**

The Board approved holding the 2013 Spring conference at the Hampton Inn and Suites in Nashville from April 24-26. The Board agreed to recognize Ed Young at the Thursday luncheon with Hammon designated to coordinate the recognition activity.

7. **2013 FALL CONFERENCE**

It was approved to hold the 2014 Fall Conference at the Double Tree/Hampton Inn in Chattanooga. After motion by Casteel with second by Lewellen it was approved to hold the conference on October 23-25, with an alternate of October 16-18. The conference was moved to October so as not to conflict with the ICMA Conference in Boston.

8. **ICMA RECEPTION IN PHOENIX**

Kirk Bednar gave an update on the ICMA Reception to be held at the Arrogant Butcher on October 8 from 6 pm to 8 pm. The Board agreed to maintain the \$25 attendance charge.

9. **2013 ICMA RECEPTION**

There was no report. The Board agreed that if the Red Sox are playing at home on the Saturday before the ICMA Conference, member interest would be solicited and a block of tickets would be purchased for those who prepay for the event.

10. **2014 SPRING CONFERENCE**

The Board approved holding the 2014 Spring Conference April 23-25 at the Embassy Suites in Murfreesboro.

11. **2014 FALL CONFERENCE**

Cindy Ogle recommended the Hilton Garden Inn be the site of the 2014 Fall Conference. Baker reported the Hilton Garden Inn will not take reservations more than a year ahead of time and the facility will not handle the number of attendees expected. Accordingly, it was decided to pursue the Clarion or other suitable downtown hotel in Gatlinburg.

12. REPORT ON CONFERENCE

Baker reported that as of September 19th we had 99 conference registrants. Registration revenue was \$16,990 and Sponsor revenue was \$16,000. These figures do not include the golf tournament.

13. AUDIT

Baker reported the audit for the fiscal year beginning July 1, 2010 was received two weeks ago. The audit was distributed and reviewed by the Board. Upon motion by Lewellen with second by Casteel, the audit was accepted and placed on file. The Executive Director was directed to solicit proposals for the audit for the fiscal year beginning July 1, 2011. Director Hammon, Bookkeeper Trentham, and Baker were appointed to a committee to solicit and evaluate audit proposals and recommend an

There being no further business, President Carrier adjourned the meeting at 12:05 pm.