



MINUTES
TENNESSEE CITY MANAGEMENT ASSOCIATION
Board of Directors Meeting
June 23, 2013, 10:00 AM (Central)
Cook Convention Center – Room 202
Memphis, Tennessee

1. **Roll Call**

President Angie Carrier called the meeting to order at 10:00 AM. Other board members present were Kirk Bednar, Bill Hammon, Rob Lyons, James Lewellen, and Seth Sumner. Janice Casteel and Jeff Broughton were absent.

Also present was TCMA Executive Director Mike Walker.

2. **Approval of Minutes**

Hammon moved for approval of the minutes from the April 23, 2013 meeting in Nashville; seconded by Lyons. Approval was unanimous.

3. **Executive Director's Report**

TCMA Expenses – the Director briefed the Board on association expenses through 11 months of the fiscal year.

TCMA 2014 Fall Conference – Carrier moved that conference be held in Gatlinburg, TN, October 29-31, 2014. The hotel will be the Hilton Garden Inn. Meetings will be held in the Gatlinburg Convention Center; seconded by Bednar. Approval was unanimous.

TCMA Banking Services – Lewellen moved to authorize the Executive Director to identify and secure new banking services that are more flexible and beneficial to the association relative to online payments, etc., with the change subject to the approval of the President; seconded by Bednar. Approval was unanimous.

Third Party Membership/Conference Registration Services – Lewellen moved to authorize the Executive Director to research and present recommendations to the Board at the October meeting, or earlier if needed via a conference call meeting, for the use of outside software services to help streamline the annual membership and conference registration/financial collection process for the association; seconded by Hammon. Approval was unanimous.

4. **Old Business**

There was no old business.

5. **New Business**

FY 2013-2014 Annual Budget – Lyons moved for Board approval of the budget as submitted and a recommendation to the entire membership for its approval at the Annual Business Meeting; seconded by Sumner. After discussion, Lyons further moved to approve a \$350 bonus to Bookkeeper Margaret Treatham for excellent service to the association in the past year; seconded by Bednar. Approval of the budget as amended was unanimous.

TCMA Committees – Hammon and the Board briefly discussed committee appointments for the coming fiscal year beginning July 1.

Charge for the State Association Reception at the ICMA Annual Conference in Boston – Bednar moved that the current charge for each member and partner attending the annual reception be increased from \$25 to \$30; seconded by Lewellen. Approval was unanimous.

Employment Agreements – Hammon announced that he would meet with MTAS Executive Director Jim Thomas to facilitate an effort to reach consensus on the use by Tennessee managers with technical assistance and support available from interested member cities to assist him in this effort.

TCMA Group on ICMA Knowledge Network – After a brief discussion, Bednar agreed to brief and educate the members at the fall conference in Chattanooga about this newly established, dedicated group in the Knowledge Network for TCMA members only that is intended to facilitate communication between members from across the State.

6. **Adjournment**

With no further business, the official meeting was adjourned at 11:30 PM.