



## TENNESSEE CITY MANAGEMENT ASSOCIATION

### MINUTES BOARD OF DIRECTORS MEETING June 22, 2014 - 10:00 AM (Eastern) Marriott Hotel - Director's Room Chattanooga, Tennessee

1. **Roll Call**

President Bill Hammon called the meeting to order at 10:03 AM. All Board members were present including Janice Casteel, Kirk Bednar, Rob Lyons, C. Seth Sumner, and Angie Carrier. Also present was Executive Director Michael Walker and incoming Board member Ted Rogers from Collegedale.

2. **Approval of Minutes**

Carrier moved for approval of the minutes from the April 23, 2014 meeting in Murfreesboro; seconded by Lyons. Approval was unanimous.

3. **Executive Director's Report**

Update on Conferences – the Director updated the Board on plans and registration deadlines for the 2014 ICMA Annual Conference in Charlotte (September 13-17, 2014) and proposed programs/events for the Fall Conference in Gatlinburg (October 29-31, 2014).

New Membership Categories for Retirees/Friends of the Association – After discussion, the Director will present a new membership category for consideration and approval at the Fall Board meeting in Gatlinburg for former and retired TCMA members to stay involved and connected with TCMA. As envisioned, the membership fee would be \$50 annually and registration fees would not be waived for conference attendees.

4. **Old Business**

There was no old business for consideration.

5. **New Business**

Review of Executive Director's Performance during FY 2013-2014 and Approval of Compensation for FY 2014-2015 – After discussion, Casteel moved to approve the continuation of services with Walker during FY 2014-2015 and to increase his

compensation as provided in the FY 2014-2015 proposed budget to better reflect the actual number of hours required to do the service effectively and to provide a \$1,500 bonus in recognition of services provided in the current fiscal year; seconded by Sumner. Approval was unanimous.

Final Review of FY 2013-2014 YTD Financial Position and Adoption of the FY 2014-2015 Budget – After discussion, Carrier moved to recommend approval by the membership of the proposed budget as recommended by the Executive Director at the upcoming Annual Business meeting; seconded by Lyons. Approval was unanimous.

Appointments to TCMA Committees – Casteel reviewed the proposed committee members and chairs for FY 2014-2015 and indicated that additional members may be appointed to committees based on follow up with individuals.

Consideration of Honorary Membership – After discussion and review of qualifications, Carrier moved to approve John Campbell, retiring City Manager of Kingsport, as a Honorary Member of TCMA; seconded by Casteel. Approval was unanimous.

Selection of Proposed Date and Location for the TCMA Spring 2016 Conference – After discussion, Bednar moved to select the Embassy Suites Hotel in Murfreesboro as the site for the conference to be held on April 13-15, 2016; seconded by Sumner. Approval was unanimous.

Discussion of a Proposed Shiloh Leadership Institute – After discussion, it was agreed to provide Sumner and/or others time on the Fall 2014 Conference program to explain to the attendees the proposed leadership institute and afterwards, to follow up with members with a survey to determine interest in attending such a program in Savannah, TN.

## 6. **Adjournment**

With no further business, Casteel made a motion to adjourn the meeting at 11:40 AM; seconded by Bednar. Approval was unanimous.

**NOTE: THE ABOVE MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT THE OCTOBER 28, 2014 BOARD MEETING IN GATLINBURG, TN.**