

**Minutes of the Tennessee City Management Association
Board of Directors Meeting
June 10, 2018**

Call to Order

The Tennessee City Management Association Board of Directors meeting was called to order by President C. Seth Sumner at 9:00 a.m. in the Administrative Board Room of the Knoxville Convention Center, Knoxville Tennessee.

Board members attending were President C. Seth Sumner (Athens), Vice President Ted Rogers (Collegedale), Secretary Eric Stuckey (Franklin), Director Tracy Baker (Sevierville), and Director Tim Ellis (Goodlettsville). Past President Rob Lyons was absent.

Also in attendance were Executive Director Jeff Broughton, Project Manager Mike Walker, and several TCMA members.

Approval of Minutes

Without objection, the minutes of the April 13, 2018 meeting were accepted as presented.

Executive Director's Report

- (a) Review of FY 2018 Financial Position. The Fiscal 2018 financial position was reviewed by the executive director. Through the first eleven (11) months of the fiscal year, total revenue was \$189,622 (107%) and total expenditures were \$112,025 (98%), for a net increase of \$77,637. Total assets are \$475,376, an increase of \$77,637 during the year. All assets are in cash.

The following amounts are held in TCMA bank accounts as of the end of May:

- SunTrust Bank
 - Primary business checking account - \$157,855
 - Business money market performance account - \$71,590
 - Business money market account - \$13.71
- Regions Bank
 - ICMA 2019 Nashville conference account - \$245,917

Upon motion of Mr. Rogers, and second by Mr. Stuckey, the financial report was unanimously accepted.

- (b) Spring 2018 Conference Recap. The spring conference had a total of 170 registrations, with total revenue of \$27,807 and total expenses of \$20,461. The conference recorded a net gain of +\$7,000.
- (c) Spring 2020 Conference. The location for the Spring 2020 conference will be the Marriott Cool Springs, Franklin, which will be held on April 1-3, 2020.

- (d) ICMA-TCMA Membership Initiative. An update was provided on the status of discussions with ICMA to facilitate the attendance of TCMA members, not currently ICMA members, to attend the ICMA 2019 conference in Nashville. More information will be brought to the board in the future.
- (e) Website Enhancements. Several enhancements to the TCMA website were made including a security upgrade, the addition of administrative widgets so that users don't see the migration away from the primary website when making financial transactions or changing personal information, and the addition of biographical information for the board of directors.
- (f) ICMA 2019 Conference. Project Manager Walker updated the board on the current planning efforts for the ICMA Nashville conference, noting that an additional \$33,500 has been raised toward the \$100,000 goal. A site for the ICMA conference planning committee dinner later this fall – Woolworths on 5th - has been secured and was also reported.

Resolutions

Resolution No. 18-10. A Resolution to Adopt a Budget and Appropriate Funds for Fiscal Year 2019

Executive Director Broughton reviewed this resolution that appropriates funds and adopts the Fiscal 2019 Budget in the total amount of \$220,557, with the General Fund totaling \$128,157 and the ICMA Conference Fund totaling \$92,400. Mr. Stuckey moved to approve, and Mr. Ellis seconded. The resolution passed by unanimous vote.

Resolution No. 18-11, A Resolution Amending Article II of the Bylaws Regarding Associate Memberships as it Relates to Academic Memberships

Executive Director Broughton reviewed this resolution that amends the Bylaws to provide that a person eligible for Associate Membership meeting the eligibility requirements for Academic Membership shall, upon application, be admitted to membership as an academic member. Mr. Ellis moved to approve, and Mr. Stuckey seconded. The resolution passed by unanimous vote and will be packaged with Resolution No. 18-08 and placed before the membership for formal approval in the future.

Resolution No. 18-12, A Resolution Discontinuing the Practice of Sponsor Provided Door Prizes

Executive Director Broughton reviewed this resolution that ends the practice of allowing sponsor provided door prizes effective with the fall 2018 conference. The board conditioned approval on the following: (1) that this action not affect member attendance when Gold Level sponsor presentations are made, (2) that the membership be advised of the action, and (3) that the board revisit the matter at its first board meeting following the Fall 2018 conference. Mr. Rogers moved to approve, and Ms. Baker seconded. The resolution passed by unanimous vote.

Other Business

- (a) Fall 2020 conference location. The board discussed the location for the Fall 2020 conference and agreed to hold it in the City of Gatlinburg. Mr. Broughton was directed to proceed with the planning of the event.

- (b) Fall 2018 board meeting. The board agreed to hold its next board meeting on Tuesday, October 30, 2018 at 4:00 p.m. in Chattanooga in conjunction with the Fall 2018 conference.
- (c) Managers Success Academy Initiative. The board discussed the Managers Success Academy and agreed, upon request of Mr. Rogers, to allow Mr. Rogers to work the concept further and bring it back for further discussion at the next board meeting.

Adjournment

With no further business, the meeting was adjourned at 11:25 a.m.


Tracy Baker, Secretary


Ted Rogers, President