



**AGENDA** MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

**Board of Directors Committee Meeting**

**Wednesday, August 19, 2020** | 4:00pm-5:00pm

Via Zoom [link here](#) | Meeting ID: 980 8818 3441/Password: 916623

TOPIC	PREPARATION	PROPOSED PROCESS
<b>1 Commence Meeting/Roll Call</b> TIME: 2 minutes PURPOSE: Procedure LEADER: Monica Davis/Jeff Weaver	None	- Monica calls the meeting to order - Jeff takes roll
<b>2 Approval July 10 Meeting Minutes</b> TIME: 2 minutes LEADER: Monica Davis	Review Minutes	- Board considers adopting meeting minutes
<b>3 Director Reports</b> TIME: 1-3 minutes each PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne, Monica Davis, Ellie Dallman, Milas Smith, John Stefanski, Jeff Weaver, Jill Bergman, Justin Lovell	None	- Brief Report from all Directors: <ul style="list-style-type: none"> <li>• Finance</li> <li>• Program</li> <li>• Membership</li> <li>• Communications</li> <li>• Conference</li> <li>• CGL</li> <li>• Vice President</li> <li>• President</li> </ul>
<b>3 Equity and Inclusion Update</b> TIME: 5 Minutes PURPOSE: Informational/Feedback LEADERS: Monica Davis	None	- Update on Equity and Inclusion committee meeting
<b>4 Region 5 Addition of Danielle Clayton</b> TIME: 5 minutes LEADER: Monica Davis	None	- Board considers adding Danielle Clayton from Mountain House Community Services District to Region 5.
<b>5 MMANC Annual Conference</b> TIME: 20 minutes PURPOSE: Informational/Feedback LEADER: Jill Bergman	None	- Updates on progress for our annual conference.
<b>6 Scholarship committee</b> TIME: 10 minutes PURPOSE: Informational/Feedback LEADERS: Monica Davis	None	- Discuss MMANC offering scholarships for ICMA and MMANC including forming a review committee.
<b>8 Region Updates</b> TIME: 10 minutes PURPOSE: Informational LEADERS: All	None	- Region 1 - Region 2 - Region 3 - Region 4 - Region 5 - ICMA

9 **Other Items and Announcement**

TIME: 5 minutes

PURPOSE: Informational/Feedback

LEADERS: Monica Davis

None

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10 **Adjournment**

PURPOSE: Meeting End

None

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**AGENDA** MUNICIPAL MANAGEMENT ASSOCIATION OF NORTHERN CALIFORNIA

**Mid-Year Retreat & Board Meeting**

**Friday, July 10, 2020** | 9:00am-12:00pm

Via Zoom [link here](#) | Meeting ID: 980 8818 3441/Password: 916623

TOPIC	PREPARATION	PROPOSED PROCESS
<b>1 9:00am Commence Meeting/Roll Call</b> TIME: 5 minutes PURPOSE: Procedure LEADER: Jessica Deakyne/Jeff Weaver	None	- Meeting called to order at 9:04AM
<b>2 9:05am Warm-Up Activity</b> TIME: 20 mins LEADER: Milas Smith & Jeff Weaver	None	- 5 things in common
<b>3 9:25am Strategic Plan Update &amp; Business Items</b> TIME: 20 Minutes PURPOSE: Informational/Feedback LEADERS: Jessica Deakyne	Review Minutes	<ul style="list-style-type: none"> <li>- Discussed Webinar Wednesday, Equity and Inclusion plan, CGL Director position, upcoming relevant topics</li> <li>- Motion for May Minutes: John</li> <li>- Second: Monica</li> <li>- May Minutes approved</li> <li>- Motion for June Minutes: Ellie</li> <li>- Second: Haley</li> <li>- June Minutes approved</li> <li>- Motion for CGL Director position: Monica</li> <li>- Second: Ellie</li> <li>- CGL Director position approved</li> </ul>
<b>4 9:45am Stretch Break</b> TIME: 5 minutes LEADER: Jessica Deakyne	None	
<b>5 9:50am Equity &amp; Inclusion Draft Plan</b> TIME: 60 minutes PURPOSE: Informational/Feedback LEADER: Monica Davis, Kurry Foley & Scott Koll	Review E&Q DRAFT Plan	- Subcommittee of Melvin, Haley, Carla, Stephanie, and Jeff created for Equity and Inclusion plan.
<b>6 10:50am Membership Survey Results</b> TIME: 20 minutes PURPOSE: Informational/Feedback LEADERS: Ellie Dallman & John Stefanski	None	<ul style="list-style-type: none"> <li>- 122 (22%) responses to membership survey</li> <li>- Programming, career advancement/planning, and leadership training as top responses of why members join MMANC</li> </ul>
<b>7 11:10am Programming Update</b> TIME: 30 minutes PURPOSE: Informational/Feedback LEADERS: Ellie Dallman & Jessica Deakyne	None	- Webinar Wednesday sent out a volunteer list to be a host for upcoming events.
<b>8 11:40am 1 min Updates</b> TIME: 10 minutes PURPOSE: Informational LEADERS: All	None	<ul style="list-style-type: none"> <li>- Vice President – Equity and Diversity committee plans</li> <li>- Finance Director – Financial sound/balanced</li> <li>- Membership Director – 545 members</li> </ul>

- Communications Director – create content for Webinar Wednesday and upcoming annual conference
- Programs Director – Webinar Wednesday
- Conference Director – virtual conference plans
- CGL Director – review courses including online options
- Immediate Past President – commends board for sticking together through a tough 2020
- Region 1 – no update. Looking into happy hour.
- Region 2 – no update.
- Region 3 – November 12<sup>th</sup> event discussing finance
- Region 4 – Virtual happy hour
- Region 5 – no update

<p>9 <b>11:50am Other Topics/Wrap-Up</b>          TIME: 10 minutes          PURPOSE: Informational/Feedback          LEADERS: Jessica Deakyne</p>	<p>None</p>	<p>- No other topics</p>
<p>10 <b>12:00pm Adjournment</b>          PURPOSE: Meeting End</p>	<p>None</p>	<p>- Meeting adjourned at 12:02PM</p>