

Municipal Management Association of New Hampshire  
(MMANH)  
Executive Board Minutes  
December 16, 2022

The MMANH Executive Board met on December 16, 2022, virtually through Zoom. In attendance were President Todd Selig, First Vice President Naomi Bolton, Second Vice President Joe Devine, Member at Large Rick Sawyer, Past President Scott Dunn, and Executive Director Gail Dixon-McMahon. Members present included Michael Branley, Ernest Creveling, Debra Doda, Steve Fournier, Neil Irvine, Walter Johnson, Nicole McStay, David Moore, Shaun Mulholland. Secretary Matt Scruton and Secretary Ken Robichaud were absent.

The minutes of the October 21, 2022, minutes were reviewed. A motion was made by Scott Dunn and seconded by Joe Devine to approve the minutes. The motion passed 6-0-1 with Rick Sawyer abstaining.

A Treasurer's Report was not provided at the meeting and no action was taken.

Scott Dunn made a motion which was seconded by Rick Sawyer to approve the membership applications of Melissa Roy and Grace Ruelle. The motion passed unanimously.

The Executive Board then discussed approval of the annual budget. A brief discussion ensued with respect to the Executive Director line item on the budget. The discussion centered around the possibility that the cost and time allotted for the hours targeted for the salary may not match the requirements thereby increasing the total cost. It was determined that other accounts would be monitored to meet additional costs, if any. Scott Dunn moved to accept the budget and Joe Devine seconded the motion. The motion passed unanimously.

It was determined the Executive Director recruitment discussion would be delayed for the Executive Session.

Transition of the Executive Director was discussed. Scott Dunn had a preliminary conversation with the Executive Director of NHMA regarding using the NHMA mailing address for MMANH. It was determined that the selection of the new Executive Director would likely drive the location of the mailing address. President Todd Selig asked if the membership invoices had been distributed and was informed by Executive Director Gail Dixon-McMahon that invoices had not been distributed due to the transition of the mailing address as membership invoice checks could get lost if the mailing address changed. Rick Sawyer made a motion which was seconded

by Scott Dunn to wait until January to distribute membership invoices which passed unanimously.

The discussion then moved to bank account signatories. It was determined President Todd Selig and Treasurer Matt Scruton would coordinate completion of paperwork at the bank branch.

Review of the annual MMANH calendar ensued. Second Vice President Joe Devine indicated he had already set up five presentations for the year in order that the information could be shared with the membership well in advance. President Selig stated a total of seven trainings would be provided. Ernest Creveling offered his services as well to provide a presentation. Member at Large Rick Sawyer recommended moving the March training to April and holding trainings every other month, making the schedule more predictable. Past President Scott Dunn supported the idea of every other month to increase membership participation. President Selig requested Vice President Joe Devine craft information to distribute to the membership with dates even though speakers for each session may not have been finalized. Member David Moore indicated he supports the idea of receiving information ahead of time and indicated reminders to the membership are also helpful.

The candidates for the ICMA VP Nominating Committee were reviewed. President Selig stated while all the candidates were strong, he was going to select Nicole McStay and would engage with the other candidates.

An update was provided regarding the MMANH/MTCMA Joint Leadership Conference. Positive feedback was received. David Moore stated the interaction and facilitated discussion amongst managers was very beneficial. President Selig noted that a facilitated discussion could be used instead of presentations at some of the meetings in the future.

Shaun Mulholland then provided results of the survey distributed to the membership related to ICMA Connect. President Selig stated ICMA Connect is conceptually a great idea, but the downside is that all MMANH members are not ICMA members. Shaun Mulholland indicated that based on the survey data the membership did not support moving forward with ICMA Connect and offered the services of his staff in the summer to look at the current list serve to explore building it out to make the information more easily accessible. President Selig stated the Association would wait until summer and also have a conversation with the new Executive Director.

Todd Selig notified the Board Steve Fournier expressed an interest in serving as the ICMA VP Candidate. Scott Dunn made a motion to endorse Steve Fournier as the ICMA VP Candidate and authorize President Todd Selig to notify ICMA of the selection. Rick Sawyer seconded the motion and the motion passed unanimously.

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The Fellows Program was then reviewed. Michael Branley indicated he was happy to serve the Association in this area as he was familiar with the program and was a recipient previously.

Todd Selig provided an update on the court decision of a hazing event that occurred in Durham and indicated conversations would be held with legislators in the future

The open meeting adjourned at approximately 12:35 and the MMANH Board went into Executive Session.

After some discussion a motion was made by Scott Dunn and seconded by Joe Devine to interview the proposed selected candidate during the bank visit the week of January 5, 2023. The motion passed unanimously. President Selig indicated he would notify other candidates after meeting with the proposed selected candidate.

The meeting adjourned at approximately 12:50.