

**2010 Annual Business Meeting  
New Hampshire Municipal Management Association  
Local Government Center Annual Conference  
Radisson Hotel, Manchester  
November 18, 2010**

Meeting commenced at 2:55 p.m.

In attendance: Executive Board—Steve Fournier, Jill Collins, Russ Dean, Elizabeth Dragon, Mike Joyal, Carlos Baía

President Fournier opened the meeting and asked for all members present to introduce themselves.

Secretary Joyal presented the outgoing president with a gift on behalf of the organization.

2010-2011 Proposed Budget

Treasurer Elizabeth Dragon reviewed the proposed annual budget. She explained that past practice did not involve the creation of a formalized budget, but that she and the Executive Board had felt that more detail and precision was needed. She had sifted through the revenues and expenditures and organized the budget into accounts that could best demonstrate the fiscal position of the organization. Ms. Dragon distributed copies of the proposed budget to the membership.

Ms. Dragon noted that the organization had been spending down its fund balance purposefully over the last several years. She alluded to the IRS penalty that was imposed some time ago as one of the reasons to reduce the fund balance. In 2007, she noted that the balance had been \$51,441 and steadily shrunk to a low of \$12,940 in 2009. This year it was likely up to approximately \$19,000.

Ms. Dragon suggested that the organization may want to think of what level of fund balance is warranted.

Ms. Dragon noted that despite the fact that she would not be the treasurer in the upcoming year, she still plans to follow up on one budgetary issue: that of the cost of catering for the monthly meeting meals. She noted that the pre-payment plan in place for members' cost of meals clouds the true financial picture and makes it challenging to determine if the organization is subsidizing the cost of the lunches. She plans to analyze this more closely and will recommend changes if needed.

Tom Mahon noted that the "employer taxes" on the budget may not be applicable to the internships. Russ Dean noted that this is largely the Medicare and Social Security contributions for the interns.

Julia Griffin inquired as to what the ICMA Northeast Region might be expecting in terms of a financial contribution from NHMMA for the 2013 Boston conference as it might impact the amount of fund balance that is carried. Mr. Fournier responded that he did not know at this time.

Mr. Fournier asked for a vote on the annual budget. A motion was properly made and seconded by the members. The vote was unanimous in favor of adoption.

Election of the Executive Board

The following officers were proposed and approved by unanimous vote of the membership:

Jill Collins, President  
Russ Dean, 1<sup>st</sup> Vice President  
Elizabeth Dragon, 2<sup>nd</sup> Vice President  
Mike Joyal, Treasurer  
Carlos Baía, Secretary  
Donna Nashawaty, Member at Large  
Steve Fournier, Past President

### December Meeting

President Collins announced that the December meeting will be held in North Conway in conjunction with the Maine Association.

Ms. Collins also noted that copies of the proposed by-law changes were available in the room but due to a mistaken interpretation of the existing amendment procedure, the proposed changes would need to be postponed. She remarked that the current process is antiquated and a recommendation to change could be forthcoming.

As part of the proposed changes was the name change of the organization to the Municipal Management Association of New Hampshire (MMANH) to differentiate it from NHMA.

### ICMA Conference Planning

1<sup>st</sup> Vice President Dean noted that he was going to Milwaukee in the upcoming weekend to attend an ICMA conference planning session.

### Good of the Order

Pam Brenner recognized Daniel O'Neil on his pending retirement from the management career in June 2011 after 23 years. The membership gave Mr. O'Neil a round of applause.

Ms. Collins recognized Jim Pitts for his recent retirement from Bow (Mr. Pitts was not in attendance).

2<sup>nd</sup> Vice President Dragon spoke of GFOA's data model and indicated that there is a concern that its data is highly contingent on the manner in which it is inputted into the MS-4 form. Each community may input or characterize the information differently effectively diluting the potential and applicability of this model. She felt it was important that NHMMA take a stand on this issue and perhaps issue a letter stressing to DRA that its needs to provide communities with guidance on standardization procedures. President Collins agreed with this and offered to draft a letter on behalf of the membership.

Jim Howard, former Deputy City Manager—Finance for Concord, concurred with this stance and offered to assist with the drafting of the letter if necessary.

Mr. Dean noted that as 1<sup>st</sup> Vice President he would be responsible for programming. He welcomed the membership to approach him with any ideas for topics. Jessie Levine suggested a program where seasoned managers could discuss negotiation strategies for their individual contracts. A member of the audience further noted that it might be worthwhile to have experienced managers talk of strategies to negotiate with unions.

The meeting adjourned at 3:20 p.m.