

**NEW HAMPSHIRE MUNICIPAL MANAGERS ASSOCIATION
NHMMA EXECUTIVE BOARD
TELEPHONE CONFERENCE MEETING MINUTES**

June 6, 2006

Participants: Julia Griffin, John Scruton, Steve Fournier, Jessie Levine, Sue Desruisseaux, Richard Bates

Absent: James Pitts

Also Participating: Dean Shankle

Julia convened the phone conference at 12:30 PM.

- **Jim Pitts:** Discussed offering conference scholarship due to Bow shortfall. Julia will offer it to Jim.
- **Web-based Training:** Julia summarized the proposal from Dean Shankle that had been submitted to the NHMMA Board a few months ago. Dean would love to come to the June conference and demo the on-line program. Price is \$5000 for course, plus \$600 to host for the year. We would offer it to NHMMA members.

Dean said that the course that Dean and Sue developed would fit nicely with the conference topic on citizen involvement.

John asked if we had done a survey of membership to determine participation level, and asked Dean what he thought it would be. Dean said that Sue sent e-mails and did not get much response. Dean's proposal allows each full member to bring in up to ten people within organization (elected officials or department heads) to allow broader use. Would also sell it as on-going at the conference. If people are going to do this at all, this is the best possible lead in to it.

Julia said she shared the proposal with her department heads and they were keen on the idea of doing it as a group of 11 people. This is a chance in a safe forum to ask the pros and cons of technical changes.

Jessie said that she doesn't see the benefit yet and isn't sure she would use it, but doesn't want to vote against it if others would. Dean said that Jill Collins is doing coursework on-line, and on-line participation will increase opportunities. Dean said this is a low-risk chance for alternative training, and Jessie said that she does not think that \$5000 is low risk.

Rick asked if the point of the conference call is to approve a demo at the conference? Dean said that he would like to have a decision before the conference because he would do some work in advance of the conference. He understood that NHMMA wanted to do more with training, and on-line was one-way to do this. Julia said that this is an

experiment and we'd encourage membership to use it and give us feedback to see if this is something we should do either fully or partially subsidized by NHMMA and to help members meet their credential requirements. Julia said the burden is on Dean to market this and reach out to members, and Dean agreed that he would do it because it is important for managers across the country. Sue said that the cost has to be compared to the cost of a speaker for two-days at the annual conference.

John asked how the training time is structured. Dean said it would be ten contact hours, similar to a two-day course. The amount of time would depend on the student; there are readings and quizzes designed to show that the readings are done. No one will be forced to do the forums, although the forums are a big benefit, especially if done with other managers. The course itself, and contact hours, is 10 hours.

The Board reviewed Dean's proposal from May 13, 2006. Steve said he likes the idea, but he's a "techie" kind of person. Julia said there are usually 65-70 participants, and Sue suggested that be our target for the on-line training (plus, Julia mentioned, the other staff or board members they can bring in). Dean said he would push that benefit.

The Board discussed RSA 91-A issues regarding board or council quorums. Could be limited to either department heads or board chairs.

Rick said that part of him is saying \$5000 is a lot of money; another part says we spend that much on a speaker at a conference; part says he'd like to see what \$5000 would buy before he buys it, but the same goes for a conference speaker before we've seen them. It's a gamble and is something new that we should give it a shot. Dean is not someone we don't know who hasn't been part of our organization. Jessie agreed. Rick said the big question is whether people would avail themselves of this; he'd like to think he'd do it, but isn't sure that he would. Julia suggested building it into time when department heads are already getting together.

Dean said he would anticipate ten early adopters. If they like it, they'll start talking it up and it will build, which is why it's important to keep it up for the whole year.

Julia said it makes sense to invest in this because many members can't get out of the state to the ICMA conferences (Sue added: especially the smaller communities). If we don't give people the opportunity to get expose to broader topics, we may not be doing a service to our members. The other option is to fund the first one and if there is interest, talk in the future about funding 50% or purchasing bulk slots to make it possible.

Sue asked if we would get a report at the end for amount of involvement, time spent, etc. Dean confirmed that there would be detailed reports, even monthly at first. Julia said we would want to survey members at year-end as well to review who used it, how time was spent, what topics should be covered, etc.

Steve said he likes the fact that we're offering it, and with our full coffers, it makes sense to offer training rather than just the topics presented at our monthly conference.

Rick moved to move this along and make a commitment and have Dean come to the conference. Seconded by Sue. Passes unanimously.

- **Conference:** Dean said that he received a package but that the attachments did not reflect the current by-laws and membership application. Jessie suggested a meeting with affiliate staff.

Steve said that fundraising letters have gone out and he's been personally contacting people. Getting money from Comcast, Tim Bates, assuming LGC. He asked about Primex. Steve will send the Board a list to get help making contacts.

Julia asked if the schedule was intact and asked Sue if there were any loose ends that she needed help with. We will split the cost with ICMA on the book for the training session. She doesn't have a final headcount and won't until June 14. Julia said she faxed the form to the hotel and that's working smoothly now.

Rick said the kayaking forms are being mailed out. Possibly a NHMMA Board business meeting at breakfast on Thursday or Friday.

Regarding half day or portion of a day rates, Julia said she'd rather do one, two or three-day rates. All agreed.

- **Directory:** Rick said the directory should be done for the conference.
- **Affiliate Staff:** The Board discussed concerns with the affiliate staff. All have had varying experiences with staff, and reports from other affiliate groups are negative. People are frustrated by the numbers of contact people at LGC; recommended a main contact for each group. Julia said that she talked to John Andrews about their service. Jeni Eldridge and Eleanor Baron will be setting up meetings with the chairs and/or boards of each affiliate group. Julia will recommend that they come to the October board meeting.
- **ICMA Conference:** Julia said that Boston has been chosen as the ICMA Conference site for 2013 and the MA Manager Association has been invited to serve on the host committee and they've invited one member from each of the other New England communities. Planning is started with fundraising and the MAMA will need to raise \$175,000-200,000 to host and invited us to participate. Steve asked if the site name would be changed to Boston/New England. Steve volunteered to serve on the host committee. Discussion about suggesting an after-conference trip to New Hampshire.

Rick signed off at 1:15 PM.

- **Australia:** Julia said that Carol had a wonderful trip and suggested that she should be a portion of the October program, possibly at the new town office in Londonderry. We don't have a September monthly meeting.

Meeting adjourned at ____ PM.

Respectfully submitted,

Jessie Levine
Secretary/Treasurer