



Municipal Management Association of New Hampshire

"Public Betterment through Professional Management"

President

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Treasurer

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Secretary

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Member at Large

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Past President

Donna Nashawaty
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MMANH Executive Board Meeting – October 13, 2017 (Via Telephone Conference Call)
Attendees: Walter Johnson, Elizabeth Fox, Julie Glover, Laura Buono, Karen Anderson,
Thomas Aspell Jr.

Excused: Donna Nashawaty

Meeting called to order by Walter Johnson at 11:30 AM.

1. MINUTES

Review of the September 2017 meeting minutes tabled until next meeting.

2. MONTHLY FINANCIAL REPORT

Review of the latest financials will be undertaken at the next meeting.

3. PROPOSED BY-LAW AMENDMENTS

A review of the proposed by-law amendments was led by Elizabeth Fox. The following are the unanimous recommendations of the Executive Board which will be voted on at the upcoming Annual Meeting in November:

1) Adding language to Section III A & B enumerating the benefits of full and associate membership as follows: Benefits of full membership include serving on subcommittees authorized by the Executive Board, participation in association meetings, conferences, trainings, and programs, access to the member's only section of the Association web site and list serve, and any other membership benefits approved by the Executive Board.

Benefits of associate membership include serving on subcommittees authorized by the Executive Board, attending association meetings, participation in conferences, trainings, and other programs, access to the member's only section of the Association web site and any other associate membership benefits approved by the Executive Board.

2) Adding language to Section VIII to allow Executive Board members assigned varies duties to establish subcommittees to assist with assignments:

With the consent of the Executive Board, members appointed duties under this section may establish committees to assist in meeting, conference, and program planning, sponsorships, membership and salary surveys.



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3) Correction of a Scribner's error in Section V(B) to clarify that the Secretary is the Executive Board member providing notification of the annual meeting.

4. PROPOSED 2018 BUDGET

Walter Johnson led the discussion regarding the proposed budget (see attached) for the upcoming fiscal year which will be voted on at the November Annual Meeting. T

5. ICMA CONFERENCE & ASSOCIATION DINNER UPDATE

This item will be discussed at a future meeting.

6. ANNUAL MEETING AGENDA – PROPOSED SLATE OF OFFICERS

Walter Johnson reviewed the proposed slate of officers which were unanimously recommended by the Executive Board.

President: Beth Fox

1st. Vice President: Julie Glover

2nd. Vice Pres.: Thomas Aspell

Treasurer: Laura Buono

Secretary: Karen Anderson

At Large Mem: Christine Trovato

Past President: Walter Johnson

7. DECEMBER WORKSHOP WITH MAINE ASSOCIATION

Karen Anderson agreed to coordinate the workshop.

8. 2018 HEALTH TRUST SUPPORT AGREEMENT

Karen raised two concerns in reviewing the document.

First concern - the use of the phrase "endorsement of" – the preferred language is "member in public recognition of".

Second concern - access to the list serve – Walter authorized by the Board to have flexibility in discussions.



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The Board unanimously agreed.

9. MEMBERSHIP REQUEST REVIEW

Motion made to approve Kevin Smith – Londonderry (New Member) seconded and unanimously approved.

10. OTHER

None

Meeting adjourned at 12:06 PM

Minutes taken by Thomas Aspell Jr



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Proposed Budget MMANH January 1, 2018 to December 31, 2018					
	2017	Activity	2018		
	Adopted	Through	Proposed		
Revenues	Budget	09/30/17	Budget		
Membership Dues - Full Member	\$ 9,500.00	\$ 9,650.00	\$9,500.00		
Membership Dues - Associate Member	\$ 1,500.00	\$ 1,200.00	\$1,500.00		
Sponsorships/Donations (formerly Sponsorships - ICMA/AMS & Fellowship Contribution)	\$ -	\$ -	\$ -		
Primex	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		
HealthTrust	\$ 17,500.00	\$ -	\$15,000.00		
Sponsorships - State Conference	\$ 9,500.00	\$ 3,750.00	\$4,000.00	Solicited by At large	
Sponsorships - ICMA Conference (consolidated above 2017)	\$ -		\$0.00	Part of donations	
Membership Meeting Fee	\$ 2,700.00	\$ 2,115.00	\$2,100.00		
Annual Conference Fee	\$ 5,500.00	\$ 5,360.00	\$5,500.00		
December Course Fee	\$ -	\$ 50.00 *	\$0.00		
Interest Income	\$ 5.00	\$ 6.83	\$10.00		
Fellowship Contributions (consolidated above 2017)	\$ -	\$ -	\$0.00	Part of donations	
Misc Revenue	\$ -	\$ -	\$0.00		
Sponsorship-AMS (consolidated above 2017)	\$ -	\$ -	\$0.00	Part of donations	
Fund Balance Contribution	\$ 5,120.00	\$ -	\$13,505.00		
TOTAL RECEIPTS	\$ 56,325.00	\$27,131.83	\$56,115.00		
EXPENDITURES					
Postage	\$ 275.00	\$ 138.51	\$ 200.00		
Office/Meeting Supplies	\$ 100.00	\$ 329.92	\$ 100.00		
Food/Food Services	\$ 3,500.00	\$ 1,859.93	\$ 2,500.00		
Technical Services	\$ 100.00	\$ 111.97	\$ 500.00	NHMA Added Services	
Membership Recognition	\$ 400.00	\$ 100.00	\$ 400.00		
Training/Consulting Services	\$ 1,000.00	\$ -	\$ 1,000.00		
Printing & Binding	\$ 135.00	\$ 126.80	\$ 200.00		
Travel Expense	\$ 800.00		\$ 800.00	ICMA Regional Meeting	
E&S Insurance	\$ 725.00	\$ 700.00	\$ 725.00		
December Seminar	\$ 3,000.00	\$ 2,979.55 *	\$ 3,000.00		
ICMA Conference Planning (2017 Dinner Tx/2018 Planning Session Baltimore)	\$ 6,000.00	\$ 1,229.00	\$ 6,000.00		
ICMA Conference Scholarships (2 @ \$1500 for hotel and airfare)	\$ 3,000.00	\$ 281.22	\$ 3,000.00		
ICMA Regional Summit Registration Fee (for President or designee)	\$ -	\$ 295.00	\$ 400.00		
ICMA Regional Summit Scholarships (2)	\$ 1,600.00		\$ 1,600.00	New program	
MMANH Annual Conference	\$ 15,000.00	\$12,249.34	\$15,000.00	ICMA Program Speaker	
MMANH Conference Scholarships (2)	\$ 500.00	\$ 160.00	\$ 500.00		
ICMA Coaching Program	\$ 1,000.00	\$ 2,850.00 **	\$ -	Pd for 2018	
Grants/Donations	\$ -	\$ -	\$ -		
Fellowship Wages	\$ 10,890.00	\$ -	\$10,890.00		
Employer Taxes	\$ 1,000.00	\$ -	\$ 1,000.00		
AMS Fee	\$ 7,800.00	\$ 5,850.00	\$ 7,800.00		
Bank Service Fee	\$ -	\$ -	\$ -		
Contingency	\$ 500.00	\$ -	\$ 500.00		
TOTAL EXPENDITURES	\$ 57,325.00	\$29,261.24	\$56,115.00		
*Note - from 2016 December Conference					
** Note - Multi years 2016, 17 and 18					
		Rev v Expense:	\$0.00		



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