

BOARD OF DIRECTORS MINUTES

August 12, 2011



EXECUTIVE COMMITTEE

President , Duane Bakke (Fillmore)	X
1st Vice President , Randy Maluchnik (Carver)	X
2nd Vice President , Joe Vene (Beltrami)	X
Secretary/Treasurer , John Baerg (Watonwan)	X
Immediate Past President , Jon Evert (Clay)	X

DISTRICT DIRECTORS

District I	Kevin Adee (Koochiching)	X	District IX	Bruce Kubicek (Steele)	X
District II	Dan Stenseng <i>Alt.</i> ()	X	District X	Rhonda Sivarajah (Anoka)	X
District III	Bill Montague (Polk)	X	District X	Jim Ische (Carver)	X
District IV	Paul Anderson (Douglas)	X	District X	Liz Workman (Dakota)	X
District V	Dewayne Mareck (Stearns)	X	District X	Peter McLaughlin (Hennepin)	X
District VI	Gary Hendrickx (Swift)	X	District X	Rafael Ortega (Ramsey)	X
District VII	Tom Warmka (Faribault)	X	District X	Barbara Marschall (Scott)	X
District VIII	Marvin Tinklenberg (Pipestone)	X	District X	Lisa Weik (Washington)	X

NACO REPRESENTATIVES

Tony Bennett (Ramsey)	_____
Randy Johnson (Hennepin)	_____
Harlan Madsen (Kandiyohi)	_____
Leigh Lenzmeier (Stearns)	*SP _____

POLICY COMMITTEE CHAIRS

ENRPC: Mena Kaehler (Winona)	_____
GGPC: Lon Walling (Redwood)	_____
HSPC: Kevin Vickerman (Murray)	_____
TPC: Don Jensen (Pennington)	X _____
PSPC: Nancy Schouweiler (Dakota)	_____

AT LARGE APPOINTMENT

Jim McDonough (Ramsey)	_____
Paul Wilson (Olmsted)	_____

AFFILIATE MEMBERS (EX-OFFICIO)

Riaz Aziz (Steele) (MACA)	X	Mandy Landkamer (Nicollet) (MACPZA)	_____
Timothy Fox (Wilkin) (MCAA)	_____	Jim Franklin (MSA)	_____
Doug Fischer (Anoka) (MCEA)	_____	Randy Ehlers (Rock) (MACSSA)	_____
Mark Lohmeier (Becker) (MACLC)	_____	Richard Walter (Houston) (MACS)	_____
Lowell Johnson (Washington) (LPHA)	X	Jim Gorgart (Le Sueur) (MACVSO)	_____
Randy Johnson (MWCA)	_____	Bob Swanberg (Stearns) (MAPCED)	_____
Bev Wangerin (McLeod) (MAGIC)	_____	Carol Roberts (Ramsey) (MACCAC)	_____
Robyn Sykes (MCIT)	_____	Deb Paige (Washington) (AMEM)	_____
Mjyke Nelson (Washington) (MNCLITA)	_____	Elissa Lindquist (MACHP)	_____
Patty O'Connor (Blue Earth) (MACO)	_____	Gloria Stevenson (Todd) (MCGISA)	_____

STAFF

Jeff Spartz, Executive Director	X
Laurie Klupacs, Membership Services	X

GUESTS

Paul Thiede (Crow Wing)	X
Toni Smith	X

SP denotes attendance via speaker phone

CALL TO ORDER

President Duane Bakke called the AMC Board of Directors' meeting to order at 9:00 a.m. on Friday, August 12, 2011 at Ruttger's Bay Lake Lodge.

APPROVAL OF AGENDA

MOTION by Paul Anderson; seconded by Marv Tinklenberg to approve the August 12, 2011 AMC Board of Directors' Agenda as presented. The motion carried.

PRESIDENT'S REPORT

President Bakke gave an update from the NACo Annual Conference in Portland. Approximately 50 Minnesota delegates were in attendance.

Athens County, Ohio Commissioner Lenny Eliason took over leadership as President during NACo's Annual Business meeting. Linn County, Iowa Supervisor Linda Langston was elected 2nd vice president. Douglas County, Nebraska Commissioner Chris Rodgers took over the first vice president's slot and Tarrant County, Texas Judge Glen Whitley became the immediate past president.

Eliason's presidential initiative focuses on encouraging America's counties to lead the way in promoting healthy living and healthy lifestyles.

Bakke reported that the Executive Committee did a six month performance evaluation on AMC's executive director. The review was positive and a summary document will be drafted and put in the executive director's personnel file. Duane encouraged anyone wanting more specific information to contact him.

Bakke thanked the board members for working hard and staying focused during the strategic planning retreat over the past two days.

Bakke reported that he has been thinking about and talking with members about the possibility of changing the appointment process to AMC Policy Committees. He proposes to remove all alternates. Bakke will put the concept in writing and disseminate to district directors.

SECRETARY/TREASURER REPORT

MOTION by Tom Warmka; seconded by Bill Montague to approve the May 13, 2011 board meeting minutes as presented. The motion carried.

MOTION by Bruce Kubicek; seconded by Jim Ische to approve the May 2011 Financial Statement pending the AMC 2011 annual audit. The motion carried.

MOTION by Harlan Madsen; seconded by Kevin Adee to approve the June 2011 Financial Statement pending the AMC 2011 annual audit. The motion carried.

MOTION by Bruce Kubicek; seconded by Tom Warmka to reduce the financial statements for board approval to a summary sheet and a paragraph explanation. Full financial statements could be reviewed on a quarterly or annual basis. The motion carried.

EXECUTIVE DIRECTOR REPORT

Today is the last day to accept resumes to replace Ryan O'Connor as transportation policy analyst. The plan is to have an interview process in place and selection made by early to mid-September

FEDERAL UPDATE – Lockridge Grindal Nauen Federal Relations Group

Dennis McGrann and Andy Burmeister joined the AMC Board via conference call and gave an update of issues affecting Minnesota on the federal level.

2012 BUDGET/DUES

MOTION by Gary Hendrickx; seconded by Nancy Schouweiler to move to a 5 year average on the dues formula, which would decrease significant fluctuations from year to year. The motion carried.

MOTION by Dewayne Mareck; seconded by Dan Stenseng to increase the AMC dues by 1% for 2012.

MOTION by Dewayne Mareck; seconded by Harlan Madsen to table the previous motion until the October 14, 2012 board meeting. The motion carried.

2ND VICE PRESIDENT CANDIDATE PRESENTATION

Crow Wing County Commissioner Paul Thiede made a presentation to the AMC Board and asked for their support of his candidacy for AMC 2nd Vice President.

EXECUTIVE DIRECTOR'S REPORT

The AMC executive director followed up on a request to have a policy and procedure for procurement process and selection of vendors which he will present at the next board of directors' meeting. Spartz reported that he had requested solicitation from his peers and none have a policy for competitive solicitation of vendors.

The AMC executive director followed up on a request to develop a policy for competitive solicitation of vendors. There are a number of questions that need to be answered in order to develop the policy. Among them are: who decides when a competitive solicitation is needed, what criteria is used in evaluating proposals, where do we publish Requests for Proposals (RFP), do we have dollar thresholds or another measure for formal RFP processes, who weights the selection criteria, who evaluates the proposals, who makes the final selection, and how many proposals are to be included at the final selection?

President Duane Bakke appointed the following board members to work on developing a policy: Chair - Commissioner Liz Workman (Dakota); Commissioner Randy Maluchnik (1st Vice President); and Riaz Aziz (Steele).

MEMBERSHIP SERVICES REPORT

Laurie Klupacs reported the results of the Membership Survey that went out to AMC's membership. The results were overwhelmingly positive. The results were discussed and used in the Board Strategic Planning Retreat. 512 members responded to the survey.

Klupacs and the annual conference planning committee Chair, Randy Maluchnik gave an overview of the significant changes to the annual conference agenda that have been implemented. This year, for the first time ever, AMC sent out Requests for Proposals for developing conference workshops. Nearly 50 RFP's were submitted and the conference committee has chosen 30 to present at the conference. This is twice the amount of workshops this year than ever before. Other changes include moving policy committee meetings to Tuesday, and the AMC Business meeting and elections to Wednesday.

The board of directors will be meeting on Sunday, December 4th at the Hyatt Regency Minneapolis in conjunction with the annual conference. More details will be forwarded at a later date.

DISTRICT DIRECTORS REPORT

Each of the district directors gave an overview of current activities concerning their districts.

AFFILIATE MEMBERS REPORT

Each of the affiliate members gave an overview of current activities concerning their associations.

ADJOURN

The AMC Board of Directors adjourned at 12:00 p.m.

Prepared by Laurie Klupacs, AMC Membership/Administrative Services Manager.

Jeff Spartz, Executive Director

John Baerg, AMC Secretary/Treasurer