

**MTCMA RETREAT
DAY TWO
HILTON INN, AUBURN, MAINE
MAY 21, 2004**

Present: Laurie Smith, Nathan Poore, Ruth Marden, Dick Davis, Judy Doore, Dana Lee, Nat Tupper, Mark Green, Joan Kiszely

Absent: Stu Marckoon, Doug Harris, Steve Dyer

Laurie Smith started the Retreat with going over the Outcomes & Actions.

#1 Future political involvement for members? Association

#2 List Serve Info on Web
Reorganize & collect

Ethics

No ethic violations

- . Training – Convention
- . Manager's ethical boundaries – Palesky

Clip & distribute ICMA column

- . Web Page
- . Email

Need to Frame Code of Ethics

Challenge Status Quo

Palesky Involvement

It was suggested that the MTCMA do a Joint workshop with the Elected Officials at the Augusta Civic Center. Discussion on this topic and how to accomplish this. Joan Kiszely, Ruth Marden, Dana Lee, Nathan Poore will meet at MMA on July 26, 2004 at 11:30 to discuss this with Chris Lockwood and Geoff Herman. Motion made by Nathan Poore, seconded by Ruth Marden, all approved to have the Professional Development take the lead on this September event. Motion amended by Laurie Smith to move this to the Vice Presidents to take the lead on the September event, all approved. Brief discussion on ethics guidelines.

By-Law Revisions

The idea was posed that the Past Presidents revise the by-laws and have to the President by August 5, 2004.

Website Revised

Ruth Marden and Laurie Smith opened the discussion noting that they were disappointed with MMA (Jeff Nevins) in not following through with what they committed to, and they felt they were at fault for waiting so many years to have

promises made that have not been kept. It was recommended that they just move the Website out of MMA and hire someone as a Webmaster and use Gov Office.

Discussion took place to hire someone to be the Webmaster and update with new resources. Also the Webmaster would get sponsorships for the website. It was noted that the Yearbook is an asset to the MTCMA and they would like to see this on the Website.

After a lengthy discussion a motion was made by Nathan Poore, seconded by Dick Davis to pay Skip Day or Paul Bird a total of \$2,000 or \$1,000 which would include \$500 to \$600 for software to maintain the MTCMA Web Site. Nathan Poore made an amendment to the motion to state it would be a flat fee of \$2,500 for labor & software for the Website development, all approved. Discussion that this could go to the Gov office. They also would like to present the new MTCMA Website homepage at the August Institute. It was left that Laurie Smith would contact Stu Marckoon – Communications Chair and let him know what the board decided on and have him move forward with contacting Skip Day & Paul Bird.

The idea was again brought up to have a liaison with the University on local and regional government. Nat Tupper will start communications with the universities to measure the interest.

Discussion took place about Joan Kiszely's role and Nancy Sargent. They really want them to be more involved and take more of a lead in reminding the MTCMA of due dates or if they do not meet their deadlines. They definitely made it clear that our role needed to be strengthened. Discussion of board drafting a job description for a part-time MTCMA Director. Nat Tupper will draft a job description and center the duties around the Web site needs.

Membership

MMA needs to mail a copy to the Membership chair when a person submits their membership application. The membership chair will review them and then post them to the website. The renewal forms need to be updated. We need to add the number of ethics violations, number of speaking engagements, number of regional or county meetings attended, number of trainings attended. They also would like the marketing brochure, which explains the benefits to go out with the renewals.

Training

Ruth Marden noted that the Professional Development committee has worked very well this and would like to see it continue in the format with sub-committees. They will continue to make it their goal to work to have joint sessions with other Affiliate Groups.

Executive Committee

Work on keeping the Executive Committee made up of members that are regional, better ratios. The nominating committee is requesting help from all

board members to submit names of any member they think would serve on the board.

Have Fun

MTCMA is requesting Joan Kiszely & Nancy Sargent to look into possible Hockey games or Basketball games going on the time on Interchange and offer this on the brochure to those attending, and look into getting a bus to bus them to the games.

Adjourned at 11:30 a.m.