Annual Business Meeting

June 26, 2020

Minutes

**Call to Order**

The meeting was called to order by 2nd Vice President Mellor at 11:00 a.m.

**Roll Call**

Present: Amy Rockwell, Rick Mellor, Amy Farkas, Eileen Bradley, Dave Kratzer, Jodi Noble, Dan Santoro, Tom Vernau

Absent: Aaron Bibro, Charles Gable

**Approval of Minutes – May 16, 2019**

On a motion by Ms. Bradley, seconded by Ms. Farkas, the minutes of the May 19, 2019 Annual Business meeting were recommended for approval. The motion carried.

**Secretary/Treasurer’s Report**

Mr. Schuettler reported that the Association’s financial outlook is strong and APMM was able to add to fund balance at the end of 2019. He explained that the annual audit had not yet been prepared due to the Covid interruption. Also relating to Covid, Mr. Schuettler reported that the association’s financial outlook should remain positive and APMM will be able to withstand any revenue decrease associated with Covid-19.

**President’s Report**

Mr. Mellor reported that the Association was in the process of updating its strategic plan with the intent that an updated plan will help the association build continuity between efforts of present and future leadership. Initial actions to be taken as a result of the plan will be to thoroughly review the association’s organizational structure, secretariat needs, and to promote Diversity, Equity and Inclusion initiatives within the organization. A final version of the plan will be posted on the APMM website.

Patricia Vinchesi, ICMA Northeast Regional Director provided an update of ICMA activities. She stressed that ICMA has tremendous resources available for dealing with many pandemic issues and that they are available to all local government officials. Ms. Vinchesi reported that the ICMA conference to be held in Toronto was cancelled and instead they will be holding a virtual event on September 23-26. The event will offer roughly 100 sessions, both live and on demand. Ms. Vinchesi noted that PA has a superior listserve system in place and that APMM does a great job getting information distributed to its membership. She also reminded everyone about several coaching webinars, also free to non-members, that are listed on website. Ms. Vinchesi closed by announcing a brand-new regional vice president – Bill Frazer from Montpelier VT.

Mr. Mellor reported that the 2020 APMM Conference was not going to be able to be held in person and offered his gratitude to Amy Rockwell for her leadership and vision which enabled the transition of the 2020 conference into a virtual event. He urged members to listen to her video message that could be found on the conference platform. Mr. Mellor also thanked Greg Primm, conference chair for all of his efforts in making this event a reality.

Mr. Primm reported that planning the event presented unique challenges, but he was proud to work with an exceptional group of managers that made it possible to deliver an excellent program and to make sure that APMM did not experience a loss of revenue for the year.

Amy Rockwell wanted to note that she truly appreciated the combined efforts of Greg, conference committee members, League staff, sponsors and speakers and she believes that they had to have just delivered the least expensive conference of record!

**Committee Reports**

**Professional Development**

Ms. McCollum reported that the Professional Development Committee met multiple times throughout the year to plan the Fall Manager’s meeting, Winter Workshop and Executive Development Conference which was used during the data collection stage of the Strategic Plan update process. Ms. McCollum also mentioned that the annual recognition for professional development achievement was listed in the meeting materials.

**Managers in Transition – Tom Vernau**

Mr. Vernau reported that three members over the course of the last year were in transition. Two of the three used the legal services afforded to them by their APMM membership. One member remains in transition at the current time.

**Ethics and Professional Conduct – Rick Schuettler, Managing Director**

There was no report.

**Recognition – Rick Schuettler, Managing Director**

There was no report.

**Legislative - Rick Schuettler, Managing Director**

Mr. Schuettler reported that there was a good bit of activity related to Covid at the state level and that at the Federal level, the League was working to support a fourth stimulus that would provide direct funding to municipalities. He spoke briefly on the Solvency fee issue and noted that they are waiting to see if the deadline will be extended. Mr. Schuettler reported that there was an attempt to tack on a wireless section to an existing bill, but League efforts were able to get the bill pulled. He noted that it would be appropriate to reach out to your legislators to discuss Act 111 which is getting attention over police reform. Mr. Schuettler reported that nothing was moving on radar, but the 1st Class Township Code re-write was ready to go.

**Election of Officers**

**Nominating Committee Report**

The nominating committee Chair, Tom Vernau reported that the nominating committee met by phone in early May and the nominees to be presented to the board are as follows:

West - Matt Serakowski, Central - Charles Gable, East - Crandall Jones. A full report will be made a part of this record.

 On a motion by Ms. Bradley, seconded by Ms. Noble, the report was accepted as submitted.

 Tom Vernau asked if it was the appropriate time to recommend that Erin Trone be considered to fill the vacancy on the Emerging Leaders committee. Mr. Schuettler said that the appointment was business to be conducted at an Executive Committee meeting.

**Old Business**

There was no old business for consideration.

**New Business**

**2020 Conference Committee Chair Appointment**

Amanda Serock, Concord Township, was appointed as the Chair for the 2021 Conference by President Rick Mellor. He also announced that that the conference will be held at Wind Creek Resort in Bethlehem.

**Member Comment**

Mr. Mellor thanked the membership for all they continue do in their communities during this time of great stress both personally and professionally. He stated that he was grateful to be a part of APMM and to have access to a network of valued colleagues. Mr. Mellor pledged to focus his efforts during the upcoming year on implementation of the Strategic plan.

Ms. McCollum reported that registration was open for the 2020 Virtual APMM Conference and that the virtual platform was built completely within the APMM website.

Mr. Vernau commented that as he was exiting the board, he felt that the association was in good hands with great people serving on the board. He was looking forward to continuing his service through working on outreach initiatives.

Ms. Farkas thanked Amy Rockwell for her leadership and commended her for staying the course and paving the way for others to find new ways to adapt to Covid challenges.

**Adjournment -** On a motion by Mr. Flannery, seconded by Mr. Rockwell, the meeting was adjourned at 11:49 a.m.