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To: Executive Board  
From: Kevin Bommer, Executive Director  
Date: June 20, 2023  
Subject: Agenda for June 27, 2023 Board Meeting at the CML 101<sup>st</sup> Annual Conference

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**Attachments:**  
**CML Policy on Selection of Officers**  
**Board Member Information Sheet**  
**Meeting Minutes from May 5, 2023**  
**CML Banking Resolutions and Authority**  
**CML Board Retreat Info & Facilitator Bio**  
**Executive Director Six-Month Assessment**  
**Ballot Initiatives Memo**  
**Amicus Update**

As previously announced, the CML Executive Board will meet **Tuesday, June 27, 2023, immediately following the Annual Business Meeting (around 3:00 p.m.)**. Adjournment is anticipated before 4:30 p.m. There is no remote option for this meeting.

### **AGENDA**

*\* Designates action item requiring a vote*

**3:00 PM Call to order, President Hall.**

**Establishment of a quorum.** (At least eight Board members must be present.)

**Executive session:** (Staff members will be excused.)

**Policy on selection of officers.** (Dale Hall, attachment)

**\*Election of President, Vice President, and Secretary-Treasurer.** (Dale Hall)

**Regular meeting:** (Staff members return to the meeting.)

**\*Approval of attached May 5, 2023 minutes.**

**Introductions of Board & Staff Members.**

**Overview of CML Executive Board Manual.** More detail on key elements will be covered at the CML Board Retreat. (Kevin Bommer)

**Information Sheet for all Board Members.** (Kevin Bommer, attachment)

**\*Update on CML Banking Resolutions and Authority to Update Signatures on all bank accounts.** Staff requests board approval of the CML General Banking Resolution. Staff also requests approval to update bank accounts with organization resolution/master service agreements to reflect the newly elected Board officers. (Allison Wright, attachment)

**Reconstituting the BAM Committee.** The Budget, Audit, and Management (BAM) Committee's duties include reviewing and making recommendations to the Executive Board concerning the annual audit, annual budget, monthly and quarterly financial reports, various substantive changes to CML's personnel policies, various professional service contracts, and miscellaneous management and finance items. The BAM Committee consists of six (6) Board members: the Vice-President (non-voting member), the Secretary-Treasurer (committee chair), and four other Board members selected by the President. If you have an interest in serving, please inform the President, who will make the appointments at a later date. (Kevin Bommer)

**Board Retreat – July 13-15 in Thornton.** Staff will cover details of the retreat and provide important deadlines to new Board members and others that have not yet RSVP'd or made lodging reservations. The retreat will be facilitated by Mark Collins, an accomplished former manager and current consultant and facilitator. (Kevin Bommer, attachments)

**Executive Director 6-month Assessment.** Staff will provide an overview of CML operations for the first half of 2023. (Kevin Bommer, attachment)

**Initiatives update.** Staff will provide an update on ballot initiatives of municipal interest that have qualified or may qualify for the November ballot. (Robert Sheesley, attachment)

**Amicus update.** Staff will provide an update on pending appeals for which CML participated as amicus. (Robert Sheesley, Rachel Bender, attachment)

**Scheduling of Future Board Meetings.** Board meetings will be scheduled at CML offices for the following Fridays as follows:

2023: September 8, October 20, and December 15.

2024: January 26, February 23, March 22, and April 19

All meetings will be held at the CML offices from 10:00 am - 2:00 pm, unless otherwise designated by the president. Remote participation is allowed. (Kevin Bommer)

**Board photo.**

**Adjournment.** Officers will need to stay behind in order to sign the CML banking resolutions. Turn in Board Member information sheets to Lara Larkin.

**Next Meeting Date:**

Friday, September 8, 10:00 AM – 2:00 PM at CML, 1144 Sherman St., Denver.