

MINUTES
CML Executive Board Meeting
December 13, 2019, Denver, Colorado

Board members present: President Liz Hensley, Mayor Pro Tem, Alamosa; Vice President Robert Widner, City Attorney, Centennial; Secretary/Treasurer Kathi Meyer, Council President Pro Tem, Steamboat Springs; Past President Wade Troxell, Mayor, Fort Collins; Larry Atencio, Council Member, Pueblo; Kendra Black, Council Member, Denver; Cathie Brunnick, Mayor Pro Tem, Lone Tree; Barbara Bynum, Mayor Pro Tem, Montrose; Greg Caton, City Manager, Grand Junction; Sharon Craig, Trustee, Ignacio; A.J. Euckert, City Manager, Dacono; Dale Hall, Council Member, Greeley; Kathy Hodgson, City Manager, Lakewood; John Kettling, Trustee, Deer Trail; Christian Morgan, Town Manager, Kersey; Jessica Sandgren, Council Member, Thornton; Russell Stewart, Mayor, Cherry Hills Village.

Board members absent: Carlos López, Council Member, Trinidad; Ashley McMurray, Mayor Pro Tem, Hayden; Kristie Melendez, Mayor, Windsor.

CML Staff members present: Kevin Bommer, Executive Director; David Broadwell, General Counsel; Morgan Cullen, Legislative and Policy Advocate; Brandy DeLange, Legislative and Policy Advocate; Meghan Dollar, Legislative and Policy Advocate; Heather Stauffer, Legislative and Policy Advocate; Sarah Werner, Engagement and Communications Manager; Laurel Witt, Associate Counsel; Allison Wright, Finance & Administration Manager; Dianne Backhus, Executive Assistant.

The meeting was called to order by President Hensley at 10:00 AM. Attendance was taken and a quorum was established.

Jessica Sandgren moved and Russell Stewart seconded THAT THE MINUTES FROM OCTOBER 18, 2019 BE APPROVED. The motion passed unanimously.

Kevin Bommer informed the Board of two Board vacancies. The largest category has an opening caused by the departure of Bob Roth from office in Aurora. In addition, Carlos Lopez will be stepping down from his position in Trinidad on December 31st, creating an opening in the medium category. The vacancies were officially announced in the CML Newsletter this week, and both terms will expire in June 2020. Two applications have been received to date, and the deadline for submissions is January 7th. The Executive Board officers will interview all candidates and will recommend names to the full Board for appointment at the January 24th Executive Board meeting.

Kevin went over proposed changes and updates to the CML Strategic Plan. The vision, mission and values statements now clearly state “why” and “what” we do, as well as the values that drive our decisions and activities. There was discussion on inclusivity as it relates to the CML values system, and how listening to others allows us to capture the true diversity of CML. There was also considerable discussion about district meetings and their value to members from all sizes of towns. Some Board members felt that DOLA district boundaries weren’t the best way to group municipalities, and noted that it is critical to keep small towns involved, even if it means changing CML by-laws. Further discussion of this issue has been moved to the agenda for the January meeting of the Executive Board. A MOTION was made by Kathi Meyer and seconded by Jessica Sandgren TO ACCEPT THE CHANGES MADE TO THE CML STRATEGIC PLAN. The motion passed unanimously.

Kathi Meyer presented the report and recommendations from the Budget, Audit and Management Committee. Allison Wright presented the 2019 projected financial results and the proposed 2020 budget. Kathi Meyer moved and Dale Hall seconded a MOTION TO INCREASE THE CAPITALIZATION OF ASSETS THRESHOLD TO \$10,000. Christian Morgan moved and Kathy Hodgson seconded a MOTION TO APPROVE THE 2019 YEAR-END CHANGES IN BOARD-DESIGNATED FUNDS AND TO APPROVE THE PROPOSED 2020 BUDGET. Kathi Meyer moved and Dale Hall seconded a MOTION TO APPROVE THE REQUESTED CHANGES TO THE CML INTERNAL CONTROLS. All three motions passed unanimously.

Kevin Bommer assisted in presenting Sarah Werner’s new CML Communication Plan. The plan will help to establish direction for CML engagement and communications programs, setting objectives and tasks to directly

tie in with CML's Strategic Plan. It contains guidelines not only for publications and training, but also for social media, website, sponsors and research.

David Broadwell and Laurel Witt provided information and updates on six amicus briefs filed by CML on behalf of member municipalities during 2019. Two of the briefs were written by CML legal staff, and four were written by area experts with CML input. Most of the issues are still awaiting decisions from the courts.

The advocacy team presented an overview of the recommendations made at last week's policy committee meeting, answering questions as needed. A MOTION was made by Dale Hall and seconded by Kathi Meyer TO ADOPT THE RECOMMENDATIONS OF THE POLICY COMMITTEE AS PRESENTED. The motion passed unanimously.

The Board took a final look at the Board Roles and Responsibilities document. After a few minor changes were discussed, Russell Stewart moved and Kendra Black seconded a MOTION TO APPROVE THE DOCUMENT AS AMENDED. The motion passed unanimously, and Kevin will email the final version to all Board members next week.

President Hensley reported with enthusiasm on her trip to San Antonio for the National League of Cities conference. She found it to be a valuable experience, and she returned inspired with many ideas. She proposed implementing a presidential initiative - a special emphasis for the CML Executive Board President to work on during the course of their term in office. She has some thoughts about what she would like to work on, but would also appreciate suggestions and input from other Board members prior to the January meeting.

At 1:05 the meeting moved into Executive Session with the same members in attendance, with the exception of Jessica Sandgren. Kevin presented his executive report and reviewed his previous handout from the time of his position interview. He announced that he had found the executive coaching firm that CML will engage on his behalf as previously approved in the 2020 budget. It was MOVED by Bob Widner and seconded by Kendra Black THAT THE EXECUTIVE DIRECTOR'S COMPENSATION BE INCREASED BY 4%. The motion passed unanimously.

A MOTION FOR ADJOURNMENT was made by John Kettling and seconded by Kathy Hodgson. The meeting adjourned at 1:30 PM.

Respectfully submitted,

Kathi Meyer
Secretary/Treasurer