

CITY MANAGEMENT ASSOCIATION OF OKLAHOMA
Business Meeting
January 15, 1976

1. The CMAO winter business session was conducted at 4:00 p.m., Thursday, January 15, 1976, in the O.S.U. Student Union, Case Study Room C, Stillwater.
2. Approximately 50 members of the Association and all Officers except Directors Chester Simons and Howard McMahan attended. Upon motion by James Lockett, which received several seconds, the roll call was dispensed with.
3. Gene Walker, Secretary-Treasurer of CMAO read minutes of the June 12th and 13th meetings of the CMAO membership. Paul Rice moved, and Jim Whitlock seconded, that the minutes as read be approved. The motion carried.
4. Walker also presented Treasurers' Reports for the quarters ended September 30 and December 31, 1975. Jim Cook moved approval of the reports, the motion was seconded by Jack Weaver and passed.
5. President Dale Baker reported that there were no communications of major interest to read at this time.
6. Ron Bourbeau gave reports on the ICMA Convention which was held in Seattle, Washington and the Regional Meeting of State Officers which was held on November 14, 1975, in Denver.

Bourbeau reported that President Dale Baker and Director Harold Emrich attended the Denver meeting with him. The gist of Bourbeau's report on the Regional Meeting of State Officers was on the identification of major issues concerning state associations. Areas discussed included the most novel ideas which were:

- a. identification of standards of professional courtesy;
- b. programs for welcoming new managers; and
- c. standard employment contracts.

Identified as activities with the most impact were:

- a. development of state goals;
- b. recognition of managers and assistants for outstanding service; and
- c. identification of standards of professional courtesy.

In the area of expectations for ICMA the following were suggested:

- a. a bi-annual regional ICMA conference;
- b. greater impact of management perspective on national legislation; and
- c. evangelism on behalf of the manager plan.

Expectations from state associations were:

- a. professional development activities;
- b. increasing state association impact on ICMA; and
- c. aid in managing personal circumstances.

After additional comments regarding both meetings Mr. Bourbeau concluded his report.

7. President Baker reported on the activities of the CMAO Board. Some of the highlights he mentioned were approval of a contract with the Oklahoma Municipal League to serve as secretariat with Bill Moyer acting as Executive Secretary; overseeing the development of CMAO's goals and objectives; discussion on membership changes and dues increase; and selection of Western Hills State Lodge as a location for the June Conference which will be held June 9, 10 and 11.

8. President Baker told the group that he would be appointing additional persons to work with the Board of Directors in planning the Spring Conference program and invited any others who are interested to attend the planning meeting which will be held February 13, 1976, in the OML offices.

9. Robert Annis, City Manager of Cushing and a member of the CMAO Goals and Objectives Committee, reported on the Committee's recommendations. First for discussion was the list of tentative goals. After brief discussion Leonard Briley moved that the goals be approved as submitted. The motion was seconded by Greg Harrison. The motion carried.

10. Next for discussion were the proposed changes in the Constitution. Annis submitted the report of the Committee as amended by the CMAO Board of Directors' action from their last meeting. After some discussion a motion was made by Harold Emrich and seconded by Lloyd Haskins that the second sentence of Article III, Section 1, be changed to read as follows:

"Three Directors shall serve a three-year term; the Assistant Director shall serve a one-year term."

In essence this would delete the remainder the second sentence which reads:

"And shall be elected by the Assistant Membership of the City Management Association of Oklahoma."

The motion carried.

Following a brief discussion Lloyd Haskins moved that Article III, Section 1, as amended and Article VII as submitted be approved, Jim Whitlock seconded. The motion carried with Jim Cook voting no.

Comments were made with reference to the requirement for Officers being Corporate Members of ICMA. After brief discussion no official action was taken. Jim Whitlock then moved with several seconding that the Constitution and By-Laws as amended be approved. The motion carried unanimously.

11. Greg Harrison moved that the dues structure for the City Management Association of Oklahoma be revised effective January 1, 1976, as follows:

| | |
|------------------------------|--|
| Student Member | \$ 5.00 per year |
| Cooperating Member | 12.50 per year |
| Inactive Member | 12.50 per year |
| Full Member | 20.00 per year, plus 1/10th of 1% of the members salary above \$10,000. |

Chuck Smith seconded the motion and it carried unanimously. Discussion following the motion pertained to the percentage of increase and concern about it being too much. A positive program being designed by the Board of Directors was also mentioned with President Baker acknowledging the fact that the Board must come up with positive programs and a budget for consideration at a later time. Paul Rice made a motion confirming that the dues should be effective immediately. The motion was seconded by Robert Annis. The motion carried.

12. Ron Bourbeau discussed the ICMA sponsored Small Cities Management Training program. He needed to determine the number of cities and towns interested in attending a one-day workshop on the program. The workshop would be conducted by ICMA staff somewhere in Oklahoma. Mr. Bourbeau indicated that there should be at least 15 cities and towns attending before making it financially feasible for ICMA staff to attend. He also reported that the Board had authorized an application for IPA funding. Through this source some assistance could become available for small cities and towns to utilize. Information forms were passed out and Mr. Bourbeau asked that they be returned to him so the interest in the program could be determined.

13. Julius Haralson Chairman of the Oklahoma State Council of Academy Advisors reported on the Committee's activities and suggested that those interested in joining the Academy should begin compiling information as soon as possible.

14. No further business appeared and the meeting was adjourned.

President

DUES MOTION

I move that the dues structure for the City Management Association of Oklahoma be revised, effective January 1, 1976, as follows:

| | |
|--|------------------|
| Student member ----- | \$ 5.00 per year |
| <u>Cooperating member</u> and <u>Inactive member</u> ----- | 12.50 per year |
| Full member ----- | 20.00 per year |

Plus one-tenth of one percent of the member's salary above \$10,000.

CITY MANAGEMENT ASSOCIATION OF OKLAHOMA

TREASURERS REPORT

REPORTING PERIOD: June 30, 1976

Quarter and fiscal year

Bank Balance as of End of Period:

| | |
|--------------------------------------|-------------|
| AMERICAN BANK OF COMMERCE - CD #1128 | \$ 2,000.00 |
| AMERICAN BANK OF COMMERCE - Checking | \$ 1,987.93 |

RECONCILIATION

Checking Account Balance - March 31, 1976 557.14

Receipts:

| | | | |
|---------|----------------------------|-----------|----------|
| 4-15-76 | Memberships (12) | \$ 254.66 | |
| 4-21-76 | Memberships (4) | 109.90 | |
| 5-17-76 | Memberships (5) | 174.55 | |
| 5-13-76 | Memberships (8) | 186.05 | |
| 6-7-76 | Memberships (7) | | |
| | Conference (5) | 394.10 | |
| 6-24-76 | Memberships (4) Conference | 607.50 | |
| | | | 1,726.76 |

Disbursements:

Paid:

| Check # | To: | Purpose: | |
|---------|------------------|------------------------------------|----------|
| 114 | OML | Contract @ 120 + Expenses @ 57.67 | \$177.67 |
| 115 | Diamond Hardware | Trophies - Bass Tournament | 20.00 |
| 116 | Grand Liquor | Reception Room - Spring Conference | 43.85 |
| 117 | Humpty | Reception Room - Spring Conference | 5.97 |
| 119 | Midwest Jewelers | Plaque - President | 48.48 |
| | | | 295.97 |

120

BANK BALANCE

Checks Outstanding: 687.99

| | | |
|------|---|-----------|
| #118 | Bob Murphy - Honorarium & Expenses | \$ 602.50 |
| | Ilycks Printing - Programs - Spring Conf. | 85.49 |

Net Balance 1,299.94

Robert Colby

(1976-77) City Management Association of Oklahoma - Officers and Directors

PRESIDENT: Ron Bourbeau, City Manager
P. O. Box 708
Lindsay, Oklahoma 73052
(405) 756-2019

VICE-PRESIDENT: Gene Walker, City Manager
P. O. Box 578
McAlester, Oklahoma 74501
(918) 423-1493

SECRETARY-TREASURER: Mike Drea, City Manager
P. O. Box "A"
Yukon, Oklahoma 73099
(405) 354-2620

DIRECTORS:

1 year (Past Pres.): Dale Baker, City Manager
P. O. Box 15177
Del City, Oklahoma 73115
(405) 677-5741

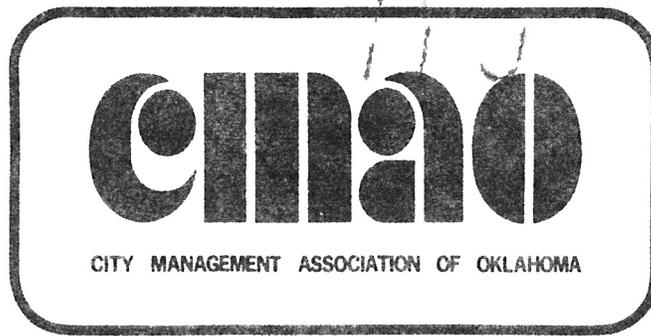
1 year: Chester Simons, City Manager
P. O. Box 608
Henryetta, Oklahoma 74437
(918) 652-4121

2 year: Julius E. Haralson, City Manager
P. O. Box 249
Ardmore, Oklahoma 73401
(405) 223-2933

3 year: Bill Faught, City Manager
P. O. Box 699
Bartlesville, Oklahoma 74003
(918) 336-0000

Assistant: Harold Emrich, Assistant City Manager
P. O. Box 10
Bethany, Oklahoma 73008
(405) 789-2146

Executive Secretary: Bill Moyer, Associate Director
Oklahoma Municipal League
201 N. E. 23rd Street
Oklahoma City, Oklahoma 73105
(405) 528-7515



CMAO
Statement of Expenditures
Period from July 1, 1976 to September 30, 1976

| <u>Income</u> | <u>Quarter</u> | <u>To Date</u> |
|------------------------------|-----------------|-----------------|
| Service Fees | \$ 161.35 | \$ 161.35 |
| Interest Income | -0- | -0- |
| Annual Meeting & Conferences | <u>1,509.00</u> | <u>1,509.00</u> |
| TOTAL INCOME | \$1,670.35 | \$1,670.35 |
| <u>Expenditures</u> | | |
| Contract - OML | \$ 120.00 | \$ 120.00 |
| Misc. Operating Expenses | 102.45 | 102.45 |
| Telephone | -0- | -0- |
| Annual Meeting & Conferences | 2,102.98 | 2,102.98 |
| Travel | <u>-0-</u> | <u>-0-</u> |
| TOTAL EXPENDITURES | \$2,325.43 | \$2,325.43 |
| Net Gain or (Loss) | (655.08) | (655.08) |

Period from July 1, 1976 to September 30, 1976

Balance Sheet

| | <u>Assets</u> | <u>Liabilities</u> |
|-----------------------|-----------------------------|--------------------|
| <u>Assets</u> | | |
| Cash in bank | \$ 594.86 | |
| Investments | 2,000.00 | |
| Net Gain or (Loss) | | \$ (655.08) |
| Fund Balance (7-1-76) | <u> </u> | <u>3,249.94</u> |
| TOTAL | \$2,594.86 | \$2,594.86 |

Investments

Certificate of Deposit \$2,000.00

Approved _____
Board of Directors

Tena Franklin
Tena Franklin, Office Manager