



Board Meeting Agenda

August 18, 2022

Ohio City/County Management Association
Board Meeting Agenda
August 18, 2022
10:00 AM - 1:00 PM
In-person and Virtual on Zoom

Zoom: <https://osu.zoom.us/j/96985703734?pwd=aWNkU1dgaVY0NG4wd0JuVHRGUEkwdz09>
Meeting ID: 969 8570 3734
Password: 751082
Call in:1-312-626-6799

Welcome new OCMA Executive Board and Committee Chairs:

Robert Fowler, President
Dan Ralley, Vice President
Amber Holloway, Board Member
Dan Wendt, Board Member
Bryan Heck, Board Member
Sheryl Long, Immediate Past President
Philip Turske, Chair, Support of the Profession
Kenneth Wilson, Chair, Diversity and Inclusion
Tracy Henao, Vice-Chair, Diversity and Inclusion

10:00 Approval of Minutes from the Board Meeting on June 23, 2022

pages 5-12

10:05 Treasurer's Report

pages 13-22

1. Balance on August 3, 2022 in the Chase Checking Account: \$151,401.49
2. Balance on August 3, 2022 in the Chase Savings Account: \$2,686.61
3. Balance on August 3, 2022 in the Day Air Savings Account: \$51,606.39
4. Total funds designated for ICMA 2022 Conference: \$76,740
5. Life to Date expenses for the ICMA 2022 Conference: \$61,556
6. Life to Date Sponsorship Income for the ICMA 2022 Conference: \$168,000
7. Secretariat Fee paid in July 2022 is the previous 12 month period.
8. Chase Bank Accounts are reconciled through July 31, 2022. Day Air Account is reconciled through June 30, 2022.
9. I have added a schedule that shows our cash balances over the last several years that shows cash balances with and without the impact of the 2022 ICMA Conference.

The following Reports are attached:

1. OCMA Budget Schedule - Year Ending 6/30/22 and Year Ending 6/30/2023
2. Profit and Loss Statement - Year Ending 6/30/22 and Year Ending 6/30/2023
3. Balance Sheet - Year Ending 6/30/22 and Year Ending 6/30/2023
4. July 2022 Bank Reconciliation - Chase Checking
5. July 2022 Bank Reconciliation - Chase Savings
6. June 2022 Bank Reconciliation - Day Air Savings
7. Cash Balance Summary over several years
(with and without the impact of the ICMA 2022 Conference)

Action Required: Motion to Approve the Treasurer's Report.

10:10 2022 ICMA Updates - Host Committee

10:20 Professional Development and Education

1. Venues - Secretariat
 - a. Grand Event Center
 - b. Dublin - Bridge Park
 - c. Sheraton Downtown
 - d. Hilton Downtown
 - e. Renaissance
 - f. The Blackwell

2. Sponsorship levels - Secretariat
 - a. Review updated benefits flyer for 2023 page 23
 - b. Included Exclusive Tech City
 - c. Same sponsorships from 2020
 - d. Feedback from Keith Valiquette
 - e. Action Required: Motion to approve sponsor benefits flyer

3. Conference Milestones - Prepare by October Board Meeting
 - a. Session suggestions
 - b. Speaker suggestions
 - c. Award nomination application - Membership Services

10:40 Support of the Profession - Philip Turske

1. Lisbon, Ohio is considering hiring a Village Administrator. Philip is in close contact with their Mayor and the situation.

10:45 Leadership Development - Mariah Vogelgesang

1. Planning a Leadership Development Committee Meet and Greet at ICMA conference.
More details to come.
2. Encouraging committee members to volunteer for ICMA shifts.
3. Intern Spotlight series in OCMA Newsletter
4. Collect database contact information for college/university information for outreach.
Will share ICMA information with contracts already completed.

10:55 Membership Services - Wade Calhoun, Secretariat

1. Member updates
 - New member: Haley Lupton, Village Administrator, Plain City
 - New member: Noah Powers, Safety and Service Director, City of Norwood
2. New Member requirements
 - Vincent Lompario

11:05 Diversity and Inclusion - Kenneth Wilson

11:15 Senior Advisors Activity Reports

1. Ed Ciecka
2. Dave Collinsworth
3. Brian Humphress page 24

11:25 ICMA Updates - Robert Fowler

1. ICMA Credentialing Volunteer
 - a. Recommendation due August 26
 - b. Volunteer serves three-year term
 - c. Significant time commitment page 25
 - Monthly deadlines
 - Conference calls
 - Annual meeting in the fall
 - Several meetings during the ICMA Annual Conferences

2. Feedback on ICMA's Diversity, Equity and Inclusion Efforts

ICMA President, Troy Brown's request for the OCMA Board to discuss the six questions below and provide feedback via a formal letter from the Board.

Submit letter by August 31.

1. What do you feel is the appropriate role of ICMA when responding to potentially divisive societal issues?
2. What can ICMA do to help you respond to the challenges in your communities?
3. Given ICMA's most recent work on equity and inclusion, some members have interpreted this work as being political or left-leaning or that ICMA has lost its way. Agree or disagree?
4. Do you believe the ICMA Executive Board's statement on systemic racism and the associated 6 action steps are in line with ICMA's mission & vision as articulated in Envision ICMA?

- 1. We will engage our members and partners in a process of listening in the coming weeks with the purpose of understanding what our profession needs in order to deliver on the work of our mission and vision through the lens of equity and inclusion.*
- 2. We will revisit our Code of Ethics to better integrate our ethical commitment to racial justice and equity into the very fiber of the 12 tenets.*

3. *We will build ICMA's capacity with new knowledge resources, training, and consulting to arm our members with the skills to drive the required changes in equitable governance.*
4. *We will Identify and support changes that increase transparency in public safety services and undertake an objective examination of professional policing.*
5. *We will integrate equity and inclusion training into our global and regional events on a permanent basis.*
6. *We as an Executive Board will engage in training to ensure that we do not bring our own biases to the work that our members have asked us to do.*

5. Do you feel that educating the ICMA membership about DEI is relevant to the profession in these times of political divisiveness and heightened racial tensions?
6. Are there areas in ICMA's DEI work that should receive more emphasis or less emphasis?

11:45 New Business - Robert Fowler

1. OCMA Rebrand
 - a. More inclusive of Townships, Villages and Counties
 - b. Recommendation for the 2023 OCMA Annual Conference
2. OCMA Member Recruitment/Retention
3. Membership Categories for 2023 - Dan Ralley
4. Website Update (Refresh)
5. Expiring Secretariat Contract

12:30 Old Business

1. Interviews for vacant committee positions and Senior Advisor
2. Constitution language about Treasurer

12:30 Adjourn

In-person attendees are welcome to stay for lunch.
Zoom attendees are welcome to stay but are free to go.

Last meeting for the calendar year is October 20, 2022.

OCMA

Board Meeting Minutes

Ohio City/County Management Association

June 23, 2022 – 10:00 AM – 12:30 PM

In-person and virtual on Zoom

In attendance:

Board Members:

Dana McDaniel, Vice President – virtual
Robert Fowler, Board Member – in-person
Dan Ralley, Board Member – in-person
Amber Holloway, Board Member – virtual
Ken Filipiak, Immediate Past President – in-person

Secretary/Treasurer:

Mark Schwieterman – virtual

Committee Members:

Wade Calhoun, Chari, Membership Services – virtual
Kenneth Wilson, Vice-Chair, Membership Services - virtual
Dan Wendt, Chair, Support of the Profession – virtual
Philip Turske, Vice- Chair, Support of the Profession – in-person
Mariah Vogelgesang, Chair, Leadership Development – in-person

Senior Advisors:

Brian Humphress – in-person
Jim Bodenmiller – in-person
Ed Ciecka – in-person
Dave Collinsworth – in-person

Glenn College:

Megan Hasting, OCMA Secretariat – in-person
Sandra Miller, OCMA Secretariat – in-person

Guests:

Bryan Heck, City Manager, Springfield - in-person
Tom Homan, Co-Chair, 2022 ICMA Host Committee - virtual
Sandra Puskarcik, Consultant, 2022 ICMA - virtual

Approval of Minutes

Motion to approve minutes from April 21, 2022

Motion made by Robert

Motion second by Dan R

Motion approved

Treasurer's Report

ICMA 2022 conference total from sponsorships \$168,000.

ICMA 2022 expenditures total \$65,000 as of today.

OCMA/ICMA 2022 net income is \$153,000.

Secretariat fee in process.

Action Item

Secretariat will work with ICMA 2022 to produce a budget for:

1. Host Committee Lounge
2. OCMA reception

Motion to approve the Treasurer's Report

Motion made by Robert

Motion second by Dan R

Motion approved

ICMA 2022 Updates – 2022 ICMA Host Committee – Tom Homan and Sandra Puskarcik

1. General Updates

The Host Committee meets monthly with Jeremy Figoten (ICMA, Director, Conferences & Sponsorships).

There are 1,700 registrations for 2022 ICMA. 2019 ICMA Nashville is a benchmark (the last in-person conference before the pandemic) and the registration for 2022 ICMA is on track - ICMA is pleased with the registration numbers.

Aubrey Hale has been working with Salome Hekate (2022 ICMA Co-Chair, Volunteers Subcommittee; Management Specialist, Troy, Ohio) on volunteers for 2022 ICMA.

It is important to amplify the importance of having Ohio managers at the conference. The OCMA secretariat will send messaging to gather Ohio managers and include language about the OCMA reception at 2022 ICMA.

The Host Committee took a hardhat tour of the Hilton Tower, due to finish just before the 2022 ICMA Conference. 2022 ICMA is the inaugural conference for the Hilton Tower. The Hilton Tower and the Hilton Downtown (across the street) make up one hotel and is the only 1,000 room hotel in the state of Ohio. The Tower is connected to the Convention Center, and to the Hilton Downtown by a bridge.

Attendees will experience better connectivity than at the 2021 ICMA Portland, where there was a lack of connection to the conference. Hilton Downtown just received a refresh.

2. Sponsorship

Goal is \$500,000. \$400,000 in pledges or already received.

Some funds are going to ICMA and others going to OCMA.

Cites and counties that sponsor will not receive the benefits that corporate sponsors receive.

Let Sandra Puskarcik know if you know anyone interested in sponsorship.

3. Dan Ralley asked if someone is not a member of ICMA but is interested in the profession, can they volunteer for the conference?

Sandra P responded yes. Salome Hekate is putting together a volunteer database. Once that is complete, they can track if someone is a member of ICMA or not. Nonmembers can sign up to volunteer (3 hour minimum) and receive a complimentary one-day pass to attend the conference.

Professional Development and Education – Board and Secretariat

1. Suggested conference dates were late February or early March to avoid spring breaks and keeping in mind the Arnold Classic is usually early March (Arnold Classic is March 2-5, 2023).

a. Possible Conference dates:

i. February 15-17

ii. February 22-24

iii. March 8-10

2. Keep the conference in Columbus; it is centrally located. Suggestions included downtown Columbus and areas similar to the Grand Event Center in Grandview – Easton, Polaris, and Bridge Park in Dublin.

Action Item

Secretariat will research venue options to present at the August Board Meeting.

3. Sponsorship campaign begins in the fall.

Continue to offer the Exclusive Tech City sponsorship and include it in the sponsorship packet. Dave expressed a concern about the decision-making process if multiple sponsors from the same category express interest in the Exclusive Tech City level, ex. the energy category – ESG and Honeywell. The process suggested by Ken F was to give the first opportunity to the exclusive sponsor from the year prior and set a deadline to confirm sponsorship. If it is past the deadline, then offer it as a first come, first serve to other sponsors. Give Ohio-based organizations priority.

Action Item

Secretariat will update the sponsor packet to present at the August Board Meeting.

Membership Services – Wade Calhoun

1. Committee update - Wade and the Secretariat met for a brainstorming session about how to better serve members. Wade plans to refresh the member survey from 2017 to send to members later this year.

Wade would also like to have more consistent communication with members and determine the best method to communicate – email, phone, social media, etc.

Wade will reach out to Membership Services Committee members to begin activating their engagement and gather more members.

2. Membership dues for 2023.
 - a. Student Membership Fees - There are currently two student members. The pandemic and COVID protocols deterred ICMA student chapters from meeting in-person. Student chapters are reengaging and there will be opportunities to connect with students in the OSU, Wright State and Dayton chapters.

The initial membership dues conversation from the June Board Meeting concluded with the idea of waiving student fees. Another suggestion was reducing the fee to a nominal amount such as \$5 or \$10, but this might be too small. Mariah and the Leadership Development Committee, along with Amber, the former Chair of the Leadership Development Committee, voted in favor of waiving the or reducing the cost of student membership.

Reducing student fees would encourage student involvement. The Board recollected students attending the OCMA conference for free if they volunteered during the conference.

Motion to waive student membership fees

Motion made by Dan R

Motion second by Robert

Motion approved

- b. Membership Dues – There was an agreement to fold in a portion of the ICMA assessment into the membership dues to increase revenue while reducing the cost to members. By splitting the \$40 assessment in half to \$20, the membership fees for full/affiliate members would become \$180 (\$200 current membership - \$40 ICMA assessment + \$20 increase = \$180).
- c. CCAO was not charged the \$40 assessment fee. The current rate for CCAO members is \$160, and this will also increase to \$180.

Ed provided some history about CCAO and OCMA – a long time ago, OCMA did not include counties (Ohio City Management Association) so county administrators could not justify having an OCMA membership. The block membership was created to attract county administrators.

Not a lot of county engagement through the years. Ken Wilson said that his OCMA membership was renewed through CCAO. Ken pays CCAO \$360; \$160 for OCMA and \$200 for CCAO.

- d. Robert expressed interest in having a budget discussion for 2023.

Motion for membership dues 2023:

\$180 full/affiliate/CCAO

\$150 new members

\$75 new member prorate after July 1

\$0 students

Motion made by Robert

Motion second by Ken F

Motion approved

Support of the Profession – Dan Wendt

No updates from Dan.

In Circleville, the council-manager form of government will be on the ballot on August 2. Dave reached out to Circleville for update or if there is a role that OCMA can play. OCMA can provide funds if needed. In the past, Hilliard used OCMA funds when they changed form of government. Dave will follow up if there is a plea for funds from OCMA. Dan R said that John Payne, from Bradley Payne Advisors, might be of financial help for Circleville.

Leadership Development – Mariah Vogelgesang

1. ICMA Coaching Program follow-up

At the last board meeting, the board passed to move forward with OCMA partnering with the ICMA Coaching program. OCMA will do a one-year contract for \$1,000 and then re-assess if OCMA would like to do a three-year contract.

Two Leadership Development Committee members have volunteered for the ICMA Coaching Program Advisory Committee:

1. Rick Dzik
2. Derek Feuerstein

2. Intern Spotlight

The intern spotlight will be featured in every OCMA newsletter, starting with the winter newsletter. It will include a photo and information of the intern. Hopefully, this gathers attention; this is something that is as good as the submissions. The intern spotlight will be helpful for municipalities to look for new hires.

3. ICMA Student Chapters

Student committees are non-functioning because of COVID. OCMA needs to be proactive in reengaging student involvement.

Planning a Leadership Development Committee meet and greet during ICMA was a suggestion.

Dan R said that pre-COVID, many OCMA leaders would volunteer to meet with students at Glenn College. The events were at 6:00 pm and food was provided, such as pizza. Ken F recalled the same experience; meet at a variety of colleges, have pizza, and area managers talked to students about local government. Many students were unfamiliar with opportunities in local government – students are more focused on agency instead of at the local level. The Leadership Committee was charged with discussing this at their next committee meeting. Dana appreciates the energy coming from the Leadership Development Committee.

Diversity and Inclusion

No updates.

Senior Advisors

1. Jim Bodenmiller
 - This was Jim's final meeting as an OCMA Senior Advisor. He will be returning to work for the city of Springfield.
 - Not much to report; was asked to write an article for In Command.
2. Ed Ciecka
 - Contacted new managers.
 - Still on a county administrator listserv.
3. Dave Collinsworth
 - Did rounds with various managers.
 - Johnstown City Manager, Jim Lenner, left his position. Johnstown is in the tsunami of the Intel project; the community is not ready for what is to come.
 - Haley Lupton is the new Village Manager of Plain City.
 - During the transition of Jim's departure, Dave will pick up Jim's territory of West/West Central Ohio. Hopefully, someone might be able to pick up the baton from the central Ohio region.
4. Brian Humphress
 - Quiet in his area; took a couple of weeks to travel
 - A few municipalities looking to fulfill positions, ex. Silverton
 - Reached out to New Richmond Village Administrator and was not interested in joining OCMA
 - o Hopefully, they find someone who is interested in the job; the current position was handed down to them

ICMA Updates

1. ICMA Planning Committee for Austin 2023
 - Dan Ralley will serve on this committee.

New Business

1. Mark Schwieterman Continuing Service as Secretary/Treasurer

A discussion ensued about various aspects of the Secretary/Treasurer, and the language in the Constitution:

Dave asked what “active” means in the phrase, “The Secretary-Treasurer shall be appointed by the Executive Board and be an active member of the association.” Ken F agreed that defining what an “active member” means is important. Dana defined “active” as a member that is paying dues, but “active in service” has the intention but not the action. A retired person can still be considered a full member and there are things that a retiree could offer after employment.

Dan R suggested to remove the maximum of two consecutive terms. Ken F said that the language should be changed because it has not been followed. Mark said that he has been serving as Secretary/Treasurer well beyond the limit in the constitution. He joked that the discussion is similar to council meetings; everyone is talking about Mark, but no one is listening to him.

The conversation was tabled and instead, record what needs to be changed in the Constitution for the membership to vote on the changes during the OCMA conference.

Action Item

The Secretariat will work with the Board to edit and draft language and include other topics to address during the OCMA conference.

Motion for the Secretariat to develop draft language for the Board to review

Motion by Ken F

Motion second by Robert

Motion approved

2. Board Meeting dates for 2023 were established.

Thursday, January 19

March TBD - Business Meeting during OCMA Conference Thursday, April 20

Thursday, June 22

Thursday, August 24

Thursday, October 19

Motion to approve Board meeting dates in 2023

Motion by Robert

Motion second by Ken F

Motion approved

Old Business

1. Committee Chair/Vice-Chair Interviews

The Board recommends:

Philip Turske, Chair, Support of the Profession

Kenneth Wilson, Chair, Diversity and Inclusion

Tracy Henao, Vice-Chair, Diversity and Inclusion

Motion to approve the recommended candidates

Motion by Ken F

Motion second by Robert

Motion approved

Another round of interviews will occur late summer to fulfill these open positions:

Chair, Professional Development and Education

Vice-Chair, Support of the Profession

Vice-Chair, Membership Services

2. New Member Approval Process Check-In

We will continue with the recommended approval process of a two-week process, and only communicating concerns about an applicant in place of communicating approval.

Thank you to Sheryl Long, Dana McDaniel, Ken Filipiak, and Jim Bodenmiller for their leadership.

Motion to adjourn

Motion by Ken F

Motion second by Robert

Motion approved

Adjourned at 11:51 am

In-person attendees stayed for lunch while the attendees on Zoom exited the meeting.

Treasurer's Report

Ohio City/County Management Association

	YTD 7/1/2020- 6/30/2021 Budget	YTD 7/1/2020- 6/30/2021 Actual	Final 6/30/2020 Variance	YTD 7/1/2021- 6/30/2022 Budget	YTD 7/1/2021- 6/30/2022 Actual
Income					
General Revenue					
ICMA Senior Advisor Expense Reimbursement	471	-	(471)	500	782
Membership Assessment for ICMA 2022	-	-	-	-	-
Investment interest and dividends	900	662	(239)	600	148
Membership Dues	35,000	13,740	(21,260)	58,000	59,383
Total General Revenue	36,371	14,402	(21,970)	69,100	60,312
Sponsorships	50,000	4,500	(45,500)	50,000	23,000
ICMA 2022 Conference Accounts					
ICMA 2022 Sponsorship Revenue	-	-	-	-	168,000
ICMA 2022 Other Revenue	-	-	-	-	-
ICMA 2022 Columbus Blue Jackets	-	-	-	-	(813)
ICMA 2022 Convention Center Catering	-	-	-	-	(1,008)
ICMA 2022 Gifts	-	-	-	-	(859)
ICMA 2022 Volunteer Expenses	-	-	-	-	(1,580)
ICMA 2022 Walker Design	-	-	-	-	(18,824)
ICMA 2022 Committee Tour	-	-	-	-	-
ICMA 2022 Other Expenses	(5,000)	-	5,000	(5,000)	-
ICMA 2022 Consultant Expenses	(30,000)	(1,759)	28,241	(28,000)	(33,472)
Total ICMA 2022 Conference	(35,000)	(1,759)	33,241	(33,000)	111,444
Winter Conference					
Other	-	-	-	-	-
Social Activity Fee	-	-	-	-	-
Registration Fees	32,000	900	(31,100)	32,000	7,479
Total Winter Conference	32,000	900	(31,100)	32,000	7,479
Total Income	83,371	18,043	(65,329)	108,100	202,235
Expenses					
Conference					
Conference Facility Costs	45,000	-	(45,000)	45,000	16,146
Social Activities	1,200	-	(1,200)	1,200	-
Conference	2,500	-	(2,500)	2,500	814
Speaker Expense	12,000	-	(12,000)	12,000	873
Total Conference	60,700	-	(60,700)	60,700	17,833
Internship Program Expenses	4,000	-	(4,000)	4,000	-
Sponsorship Fees	500	-	(500)	500	-
Membership Services					
Awards, Plaques, Memorials	750	-	(750)	750	-
ICMA Conference Travel Scholarship	-	-	-	-	-
Contributions	-	-	-	-	-
ICMA Life Well Run Campaign	-	-	-	-	-
ICMA Student Chapter	500	-	(500)	500	-
ICMA Meeting Reimbursements	1,000	-	(1,000)	1,000	-
OCMA reception at ICMA	-	-	-	-	3,998
Senior Advisors	1,500	-	(1,500)	3,000	1,269
Total Membership Services	3,750	-	(3,750)	5,250	5,267
Office/General Administrative Expenses					
Board Meeting Expenses	600	349	(251)	600	636
Insurance	1,000	-	(1,000)	1,000	1,769
Accounting Services	1,850	1,891	41	1,900	2,030
Secretariat Fee	2,600	1,510	(1,090)	2,600	1,994
ICMA Conf. for Exec. Director	53,000	39,500	(13,500)	53,000	26,500
Bank Service Fees	-	-	-	-	-
Speaker/Facilitation Services/Other	-	-	-	-	-
Web site	6,300	4,984	(1,316)	6,000	5,590
Total Office/General Administrative Expenses	66,360	48,233	(17,117)	65,100	38,518
Total Expenses	134,300	48,233	(86,067)	135,550	61,618
Net Operating Income	(50,929)	(30,191)	20,738	(27,460)	140,617
Other Income					
Other Miscellaneous Income	-	-	-	-	-
Total Other Income	-	-	-	-	-
Net Income	(50,929)	(30,191)	20,738	(27,460)	140,617
Net Income Excluding ICMA 2022 Revenue and Expenses					29,173

Ohio City/County Management Association

	YTD 7/1/2021-	YTD 7/1/2021-	Proposed	YTD 7/1/2022-	YTD 7/1/2022-
	6/30/2022	6/30/2022	6/30/2023	8/3/2022	8/3/2022
	Budget	Actual	Budget	Actual	
Income					
General Revenue					
ICMA Senior Advisor Expense Reimbursement	500	782	1,500	-	
Membership Assessment for ICMA 2022	-	-	-	-	
Investment interest and dividends	600	148	200	8	
Membership Dues	58,000	59,383	59,000	-	
Total General Revenue	59,100	60,312	60,700	8	
Sponsorships	50,000	23,000	50,000	-	
ICMA 2022 Conference Accounts					
ICMA 2022 Sponsorship Revenue	-	168,000	-	-	
ICMA 2022 Other Revenue	-	-	-	-	
ICMA 2022 Columbus Blue Jackets	-	-	-	-	
ICMA 2022 Convention Center Catering	-	(813)	-	-	
ICMA 2022 Gifts	-	(1,008)	-	-	
ICMA 2022 Volunteer Expenses	-	(859)	-	-	
ICMA 2022 Walker Design	-	(1,580)	-	-	
ICMA 2022 Committee Tour	-	(18,824)	-	-	
ICMA 2022 Other Expenses	(5,000)	-	-	-	
ICMA 2022 Consultant Expenses	(28,000)	(33,472)	-	(5,000)	
Total ICMA 2022 Conference	(33,000)	111,444	-	(5,000)	
Winter Conference					
Other	-	-	-	-	
Social Activity Fee	-	-	-	-	
Registration Fees	32,000	7,479	31,000	-	
Total Winter Conference	32,000	7,479	31,000	-	
Total Income	108,100	202,235	141,700	(4,992)	
Expenses					
Conference					
Conference Facility Costs	45,000	16,146	45,000	-	
Social Activities	1,200	-	1,200	-	
Conference	2,500	814	2,500	-	
Speaker Expense	12,000	873	12,000	-	
Total Conference	60,700	17,833	60,700	-	
Internship Program Expenses	4,000	-	4,000	-	
Sponsorship Fees	500	-	-	-	
Membership Services					
Awards, Plaques, Memorials	750	-	750	-	
ICMA Conference Travel Scholarship	-	-	-	-	
Contributions	-	-	-	-	
ICMA Life Well Run Campaign	-	-	-	-	
ICMA Student Chapter	500	-	500	-	
ICMA Meeting Reimbursements	1,000	-	1,000	-	
OCMA reception at ICMA	-	3,998	5,000	-	
Senior Advisors	3,000	1,269	3,000	-	
Total Membership Services	5,250	5,267	10,250	-	
Office/General Administrative Expenses					
Board Meeting Expenses	1,000	1,769	1,800	-	
Insurance	1,900	2,030	2,000	-	
Accounting Services	2,600	1,994	2,000	-	
Secretariat Fee	53,000	26,500	53,000	54,500	
ICMA Conf. for Exec. Director	-	-	-	-	
Bank Service Fees	-	-	-	-	
Speaker/Facilitation Services/Other	-	-	-	-	
Web site	6,000	5,590	6,000	22	
Total Office/General Administrative Expenses	65,100	38,518	65,500	54,595	
Total Expenses	135,550	61,618	140,450	54,595	
Net Operating Income	(27,450)	140,617	1,250	(59,587)	
Other Income					
Other Miscellaneous Income	-	-	-	-	
Total Other Income	-	-	-	-	
Net Income	(27,450)	140,617	1,250	(59,587)	
Net Income Excluding ICMA 2022 Revenue and Expenses		29,173	1,250	(54,587)	

Ohio City/County Management Association

Profit and Loss

July 2021 - June 2022

	TOTAL
Income	
General Revenue	
ICMA 2022 Assessment	0.00
ICMA Range Rider Expense Reimbursement	781.93
Investment interest and dividends	147.56
Membership Dues	59,382.50
Total General Revenue	60,311.99
ICMA 2022 Conference Accounts	
Fundraising Consultant - Sandra	-33,471.81
ICMA 2022 Columbus Blue Jackets	0.00
ICMA 2022 Convention Center Catering	-812.97
ICMA 2022 Gifts	-1,008.27
ICMA 2022 Sponsorship Revenue	168,000.00
ICMA 2022 Volunteer Expenses	-858.60
ICMA 2022 Walker Design	-1,580.00
ICMA Committee Tour	-18,824.20
Total ICMA 2022 Conference Accounts	111,444.15
Sponsorships	23,000.00
Winter Conference	
Registration Fees	7,479.00
Total Winter Conference	7,479.00
Total Income	\$202,235.14
GROSS PROFIT	\$202,235.14
Expenses	
Conference	
Conference Facility Costs	16,145.82
Misc. Conference Expenses	813.85
Speaker Expense	872.85
Total Conference	17,832.52
Membership Services	
OCMA reception at ICMA	3,998.13
Senior Advisor	1,269.08
Total Membership Services	5,267.21
Office/General Administrative Expenses	561.27
Board Meeting Expenses	1,768.87
Insurance	2,030.00
Professional Fees	
Accounting Services	1,993.59
Total Professional Fees	1,993.59
Secretariat Fee	26,500.00
Web site	5,590.27
Total Office/General Administrative Expenses	38,444.00
Outgoing President Award	74.42
Total Expenses	\$61,618.15
NET OPERATING INCOME	\$140,616.99
NET INCOME	\$140,616.99

Ohio City/County Management Association

Profit and Loss

July 2022 - June 2023

YTD 8/3/22

	TOTAL
Income	
General Revenue	
Investment interest and dividends	7.89
Total General Revenue	7.89
ICMA 2022 Conference Accounts	
Fundraising Consultant - Sandra	-5,000.00
Total ICMA 2022 Conference Accounts	-5,000.00
Total Income	\$ -4,992.11
GROSS PROFIT	\$ -4,992.11
Expenses	
Office/General Administrative Expenses	23.20
Secretariat Fee	54,500.00
Web site	21.59
Total Office/General Administrative Expenses	54,544.79
Outgoing President Award	50.00
Total Expenses	\$54,594.79
NET OPERATING INCOME	\$ -59,586.90
NET INCOME	\$ -59,586.90

Ohio City/County Management Association

Balance Sheet

As of June 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase CD	0.00
Chase Checking	210,996.28
Chase Savings	2,686.59
Day Air CD	0.00
Day Air Savings	51,598.52
Total Bank Accounts	\$265,281.39
Total Current Assets	\$265,281.39
TOTAL ASSETS	\$265,281.39
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Designated for ICMA Conf. 2022	76,740.00
Opening Balance Equity	83,516.29
Retained Earnings	-35,591.89
Net Income	140,616.99
Total Equity	\$265,281.39
TOTAL LIABILITIES AND EQUITY	\$265,281.39

Ohio City/County Management Association

Balance Sheet

As of August 3, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Chase CD	0.00
Chase Checking	151,401.49
Chase Savings	2,686.61
Day Air CD	0.00
Day Air Savings	51,606.39
Total Bank Accounts	\$205,694.49
Total Current Assets	\$205,694.49
TOTAL ASSETS	\$205,694.49
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Designated for ICMA Conf. 2022	76,740.00
Opening Balance Equity	83,516.29
Retained Earnings	105,025.10
Net Income	-59,586.90
Total Equity	\$205,694.49
TOTAL LIABILITIES AND EQUITY	\$205,694.49

Ohio City/County Management Association

Chase Checking, Period Ending 07/31/2022

RECONCILIATION REPORT

Reconciled on: 08/03/2022

Reconciled by: Mark Schwieterman

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	210,996.28
Checks and payments cleared (5).....	-59,594.79
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>151,401.49</u>
Register balance as of 07/31/2022.....	151,401.49

Details

Checks and payments cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/05/2022	Check	1546		-5,000.00
07/05/2022	Expense			-50.00
07/07/2022	Expense			-23.20
07/14/2022	Check	1545	The Ohio State University - J...	-54,500.00
07/21/2022	Expense		ICon	-21.59
Total				-59,594.79

Ohio City/County Management Association

Chase Savings, Period Ending 07/31/2022

RECONCILIATION REPORT

Reconciled on: 08/03/2022

Reconciled by: Mark Schwieterman

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	2,686.59
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	0.02
Statement ending balance.....	<u>2,686.61</u>
Register balance as of 07/31/2022.....	2,686.61

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/29/2022	Deposit		Chase Bank	0.02
Total				0.02

Ohio City/County Management Association

Day Air Savings, Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 08/03/2022

Reconciled by: Mark Schwieterman

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance.....	51,575.41
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (3).....	23.11
Statement ending balance.....	<u>51,598.52</u>
Register balance as of 06/30/2022.....	51,598.52
Cleared transactions after 06/30/2022.....	0.00
Uncleared transactions after 06/30/2022.....	7.87
Register balance as of 08/03/2022.....	<u>51,606.39</u>

Details

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2022	Journal	36		7.62
05/31/2022	Journal	37		7.87
06/30/2022	Journal	39		7.62
Total				23.11

Additional Information

Uncleared deposits and other credits after 06/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/31/2022	Journal	40		7.87
Total				7.87

**Ohio City/County Management Association
Fiscal Year End Bank Balance Summary
Prepared August 2, 2022**

	<u>Bank Balance</u>	<u>Assessment Designated To ICMA 2022</u>	<u>ICMA 2022 Expenses</u>	<u>ICMA 2022 Revenue</u>	<u>Cumulative Designated To ICMA 2022</u>	<u>Funds Available For OCMA</u>
2015	130,870	25,000	-		25,000	105,870
2016	130,231	7,640	-		32,640	97,591
2017	140,356	7,800	-		40,440	99,916
2018	138,333	7,120	-		47,560	90,773
2019	156,157	7,960	5,770		49,750	106,407
2020	139,995	6,360	3,968		52,142	87,853
2021	113,084	3,280	1,759		53,663	59,421
2022	265,274	11,580	56,556	168,000	176,687	88,587
2023 YTD	205,694	-	5,000	-	171,687	34,007
Total		76,740	73,053	168,000		



OCMA Corporate Partners Benefits 2023

OCMA acts as a personal and professional support system for its members. The OCMA Corporate Partners Program is designed to formalize and facilitate relationships while building them.

The chart below illustrates OCMA sponsorship levels including cost and benefits with each level. The benefits directly associated to the annual OCMA Conference are shaded in gray.

	Exclusive Tech City \$8,000	Tech City \$4,000	Corporate Partner \$3,000	Corporate Sponsor \$2,000	Corporate Benefactor \$1,000
Sponsor category exclusivity	●				
Session presentation during OCMA Conference	●	●			
Exhibit space during the OCMA Conference	●	●	●		
One educational article in a 2023 OCMA newsletter	●	●	●		
Complimentary registration to the OCMA Spring Conference	2	2	2	1	
Complimentary access to the OCMA Conference Reception	2	2	2	1	
Inclusion of company name and logo in conference program	●	●	●	●	●
Display of company name and logo on conference signage	●	●	●	●	●
A page on the OCMA website that includes: <ul style="list-style-type: none"> • Company description • Contact information • Link to your company website 	●	●	●	●	●
Consulting memberships for one year	2	2	2	1	1

OCMA Senior Advisor Bi-Monthly Report

Brian Humphress, Southern Ohio Region

June 4, 2022 to August 1, 2022

ACTIVITIES

- Participated in last regular OCMA Executive Board meeting
- Had “wellness check” email conversations with two members in region
- Discussed selection process of administrator with village councilmembers, offered future assistance
- Attended DAMA meeting, June 24
- Attended CAMA meeting, July 28
- Continued to keep up to date with news and information disseminated by ICMA.

EXPENSES

Mileage for meetings attendance:

312 miles @ \$0.585/mile

\$182.52

ICMA Credentialing Advisory Board Responsibilities

Members have found work on the credentialing advisory board to be very rewarding, but also a significant time commitment with monthly deadlines and an annual meeting at ICMA headquarters. Credentialing Advisory Board work requires both the ability to work at a policy level and be detail-oriented. The first three responsibilities involve the largest time commitment out of all the duties:

- Review five to ten credentialing applications and annual professional development reports and plans per month; confirm that plans and reports meet the standards established by the credentialing advisory board; strive for consistency across reviews
- As appropriate, provide members with feedback on their professional development programs
- Follow through on assigned tasks by meeting deadlines, returning phone calls, responding to requests for input via e-mail, and so on
- Participate in monthly conference calls to discuss application and annual report reviews, as well as policy issues (almost always held on last Thursday of the month at 3:00 EST)
- Make recommendations to the ICMA Executive Board as to who should be granted the credential
- Advise the ICMA Executive Board on policy matters and the Executive Director on administration of the ICMA Voluntary Credentialing Program
- Serve on subcommittees as needed
- Attend the ICMA Annual Conference, if possible. There is usually a credentialing information session and the CAB occasionally meets during conference.
- Attend the two-day annual meeting of the Credentialing Advisory Board usually held in Washington, D.C in the Fall. The meeting usually begins at 2:00 p.m. Eastern time on Thursday and ends around noon on Friday.