The Center for Local Government Board of Directors Meeting

September 8, 2021

1:30pm – 3pm

CLG Offices (4015 Executive Park Dr. Suite 226, Cincinnati, OH 45241)

In attendance: Mike Rahall (Virtual), Jack Cameron (Virtual), Vicky Earhart (Virtual), Jim Lukas (Board); T.J. White, Cody Smith (Staff)

Absent: Kristen Bitonte (Board); Cody Smith (Staff)

* The meeting was called to order at 1:30pm
* July 7, 2021 board meeting minutes
	+ Motion to approve by J. Lukas. Seconded by V. Earhart. Motion passed 4-0
* Annual Meeting / Board Elections
	+ T. White provided an update on the Annual Meeting. At the time that the Board meeting occurred, 50 people were signed up representing 21 governments. That number was expected to increase as the deadline to register grew closer. (Editor’s note, the actual attendee number was 65).
	+ T. White stated that the official business that the Board needed to pursue prior to the Annual Meeting was the passage of the Board Appointment resolution and the Board Officer Appointment Resolution
* Board Nominations and Officers Motions
	+ MOTION: by J. Lukas, Seconded by J. Cameron to appoint Anderson Township Administrator Vicky Earhart to a 3-year term on the CLG Board of Directors. Motion passed 4-0, and was forwarded to the CLG membership for confirmation.
	+ MOTION by J. Lukas, seconded by V. Earhart to appoint Mike Rahall as CLG Board President, Jack Cameron as CLG Board Vice President, and Vicky Earhart as CLG Board Secretary Treasurer. Motion passed 4-0 and was forwarded to the CLG membership for confirmation.
* Annual Budget Projections Report
	+ T. White stated that cash on hand at the end of 2021 will be estimated to be $199,500, with another $246,676 in the endowment. T. White also stated that CLG projects a loss of $7,840 in 2022, $13,365 in 2023 and $18,105 in 2024.
	+ T. White stated that although a loss is projected, at 3 years out, the Budget Projections Report generally overstates projected losses by 10.67%. At no point has the actual 3rd year project loss come near fruition. He also stated that revenue projections 3 years out tend to be relatively accurate, being only off by roughly 2.5%. This is because expense projections tend to overestimate personnel costs, and do not take into account organizational decisions that may be made based on the data in the projection report.
	+ T. White concluded by stating that although the budget projections report states that losses may be coming in 2022, 23 and 24, even modest membership growth over the predicted growth could temper the losses, and it is likely that the losses will not be as significant as projected based on prior trends.
	+ J. Cameron stated that he thinks the cost of membership may cause people to not join. CLG may not need a reserve as large as the current reserve. J. Cameron asked about the concept of discounts based on how many years a government has been a member.
	+ J. Lukas asked if members got a break on their first year. T. White stated that members pay a pro-rata amount of their normal dues in the first year. (e.g a government at the $3,825 level would pay $1,912 if they joined 6 months into the year).
	+ J. Lukas stated that the Board had discussed the idea of a first year member discount years ago. Would it make sense to consider that again?
	+ V. Earhart stated that a break on the first (pro-rated) and second year may be something to consider, as it would help build membership.
	+ M. Rahall asked if the Heisel Scholarship could be increased. J. Lukas stated that the scholarship could be a lower priority item.
	+ T. White mentioned one free Annual Meeting ticket per member could be an item to consider.
	+ J. Cameron asked for a breakdown of who pays what for membership dues, the number of years a government has been a member (0-5, 5-10, 10+ yrs), and what programs government are in. It may be possible to provide dues benefits to members based on that information. T. White stated he would provide that information. T. White also stated he would identify some other ideas for rewarding member communities.
* Discussion of Program Selection Methods
	+ T. White discussed his internal methodology for determining what programs to pursue. It consists of three major elements: How are programs identified? Through outreach visits, member suggestions, or ideas from staff. On rare occasions CLG inherits a program from elsewhere. How are programs determined? We identify whether they feasible from a capacity and a values perspective. What are the underlying philosophies behind CLG’s program development? Members expect us to pursue new ideas; historically programs have started small and grown, it’s ok if not all governments participate.
	+ J. Cameron thanked T. White for the analysis. He stated that the Board’s job is to prevent CLG from being spread too thin, and to protect staff from potential conflicts or issues that we may not see.
* Solar Program
	+ T. White stated that a presentation took place on the proposed CLG solar program on August 29th. Anderson Township, Columbia Township, Deer Park, Indian Hill, Mariemont, Monroe, Sharonville, Silverton, Washington Township, and the Deer Park / Silverton Joint Fire District had representatives at the meeting. Presenters at the meeting included representatives from Melink Corp, Prolight Solar, and New Resource Solutions. These were identified as they had worked on other local government projects (Melink), or had worked on projects previously for Silverton (Prolight).
	+ The next steps are for governments to internally conduct analyses and for CLG staff to research bids. It should be noted that Melink, Prolight and New Resource Solutions were our presenters, but will NOT be given preference for the project. We will conduct this through an RFP.
* JUFS RFP Update
	+ T. White stated that a group of police officers is up in Dayton at the same time as the Board meeting seeing a demonstration of the Apex Officer machine.
* Membership Renewals Update
	+ T. White stated that he reached out to Hamilton, West Chester, and Fairfield again about membership dues. He has an outreach visit with West Chester on Monday September 27. Fairfield is still participating and is attending the Annual Meeting, but the dues invoice has not been paid. T. White suspects that transitions within the organization are responsible for this.
	+ T. White has had trouble contacting anyone at Hamilton, so he does not have answers on their renewal.
	+ M. Rahall asked if there could be interest in a circuit rider position, consisting of retired managers, for governments who were in transition. T. White stated he would talk to CAMA about this.

* The meeting adjourned at 2:30pm