The Center for Local Government Board of Directors Meeting

September 7, 2022

1:30pm – 3:00pm

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

In attendance: Mike Rahall, Jim Lukas, Kristen Bitonte (Board); T.J. White (Staff)

Absent: Jack Cameron, Vicky Earhart (Board), Cody Smith (Staff)

* Call to order
	+ The meeting was called to order at 1:30pm
* July, 2022 board meeting minutes
	+ Motion to approve the minutes, with revisions to note that Third Eye Brewery is in Blue Ash, and that Mike Rahall was also consulted on the Heisel selection, was made by J. Lukas. Seconded by K. Bitonte. Motion passed 3-0
* 2023-2025 Financial Projections
	+ T. White presented the 2023-2025 Financial Projections Report. He stated that CLG would end the year with roughly $400,000. This is down from $450,000 at the beginning of the year. The reason for the reduction was two-fold: The dues reduction adopted in November, 2021, and a loss of $26,000 from CLG’s “endowment.” That said however, the organization would still have $176,000 in cash available at the end of the year, which is a significant reserve.
	+ T. White then presented 2 scenarios- the first would be continuing the dues reduction for another year. Under this scenario, CLG would dip into the cash reserve by $27,000 at the end of 2023. The second scenario is a return to full dues. Here, the dip would only be $8,800.
	+ T. White stated that the average dues reduction was $300 per government. However, the reduction on CLG’s revenue was significant. K. Bitonte concurred, stating that CLG would have continued higher expenses, and that the reduction was not sustainable over time.
	+ T. White summarized the projections. He expects an average membership growth of one per year net. This is consistent with prior years. He anticipates salaries will rise by roughly 3% per year, and that health insurance costs will rise by roughly 12.5%. He stated that there has been a rise in payroll processing fees that is an outlier compared to trend, and that he will investigate.
	+ He does expect to lose one member in 2023 however (although this will be made up with new member gains). The reason is that there has been a very high level of employee transition in one government, which has hurt CLG’s ability to even communicate with them.
* CLG Annual Meeting
	+ T. White stated that there were 59 sign-ups to date for the CLG Annual Meeting. This was ahead of the 42 sign-ups at this point in 2021. (Editor’s note: The final number was 65). He stated that he would continue pushing for sign-ups in order to reach a quorum.
* Board Nomination Motions
	+ T. White presented the resolutions for Board appointment and for Board Officers.
	+ MOTION by K. Bitonte, seconded by M. Rahall, to adopt the 2022 CLG Board Appointment Motion, nominating Jack Cameron and Jim Lukas to new 3 year terms on the CLG Board. Motion to adopt passed 3-0.
	+ MOTION by M. Rahall and seconded by K. Bitonte to adopt the 2022 CLG Board Officer Appointment motion, nominating Jack Cameron as President, Vicky Earhart as Vice President, and Jim Lukas as Secretary / Treasurer. Motion to adopt passed 3-0.
* Training proposal
	+ J. Lukas stated that a legal issues training “What the Law Director Wants Employees to Know” would be beneficial. T. White stated he would talk to Assistant Director Cody Smith about executing that topic.

* Solar Program
	+ T. White stated that CLG had completed the model bid, and now it was up to governments to put their specs in. However he expressed frustration that they were not communicating the specs. He stated that he was going to reach out to the governments to see if they wanted to continue this program- since at this point the onus is on them.
	+ T. White went on to state that CLG had incurred roughly $3,000 in legal costs for the program. J. Lukas stated that CLG needs to find a way to protect itself from legal fee hits like this in the future. Perhaps with payment in advance.
	+ T. White stated that in the future, CLG would draft an up-front MOU to cover initial fees, and a second MOU to cover remaining fees.

* Student Outreach Initiative
	+ T. White has convened a group of Managers and staff to identify ways to perform outreach to students about local government jobs. This is being aimed both at the college, vocational, and high school levels.
	+ J. Lukas asked how the messaging and profile of a local government employee was developed. T. White stated it came from a survey of Leadership Academy graduates, followed by an asset map of that survey.
* Southwest Ohio Regional Refuse Consortium
	+ T. White stated that SWORRE consortium invoices would be distributed in September.
* Membership Renewal / Prospective Members
	+ T. White stated that he is talking to Miami Township (Montgomery County) about joining CLG. Also Germantown is interested in the benefits pool.
	+ T. White stated that Norwood joined CLG in July. Clayton, Union Township, and Norwood all have joined in 2022.

* Adjourn
	+ The meeting adjourned at 2:18pm.