



Executive Meeting Minutes April 9th, 2021

In attendance at Rockyview County's Office: Al Hoggan, Tyler Lawrason, Ryan Maier, Shawn Hathaway, Brent Williams

In attendance virtually: Joulia Whittleton, Mike Haugen, Irene Cooper

1. **Call to Order:** Al Hoggan called the meeting to order at 1:05pm.

2. **Agenda:** Shawn Hathaway moved the agenda as amended

CARRIED

3. **Minutes:** Ryan Maier moved to adopt the minutes from the November 27th, 2020 executive meeting.

CARRIED

4. **Financial Report:** Tyler Lawrason moved the financial report be accepted as presented.

CARRIED

5. **2021 Conference:**

a. Ryan Maier moved that ARMAA shall not hold a virtual conference at this time or at anytime in the future:

CARRIED

b. Tyler Lawrason moved that registrations for the 2021 conference be distributed and that the board make a final decision no later than July 15th, 2021 on whether the conference shall proceed.

CARRIED

c. Brent Williams moved that the 2021 ARMAA Golf Tournament proceed as scheduled, whether the conference does or not.

CARRIED

d. Ryan Maier moved that the non-member registration fee for the 2021 conference be set at \$350.00.

CARRIED

e. Brent Williams moved that any non-member be permitted to register for the 2021 conference.

CARRIED

6. **New Logo:**

Al Hoggan gave an update on the new logo and the board provided direction to give to the design firm. Further discussion will occur later.

7. Society Unification:

Al Hoggan provided an update that ARMAA and LGAA has yet to officially meet to discuss this matter, but that a date would be set for May 2021.

8. Policy Manual Update:

Brent Williams moved that the policy manual be updated to amend the membership criteria to exclude any municipal employee that concurrently holds elected office.

CARRIED

9. In-Camera Session:

Ryan Maier moved that the board go in-camera at 3:31pm.

CARRIED

Irene Cooper left the meeting.

10. Executive Director Contract:

Brent Williams moved that ARMAA terminate the contract with Codesa Consulting Services Ltd. effective immediately as per the discussion in closed session.

CARRIED

11. General Discussion Items:

- a. Tyler, Mike, and Shawn will form the hiring committee to find a new Executive Director.
- b. Brent will undertake advertisement and basic admin functions of the organization until a new Executive Director is in place.
- c. Mike is working on a CAO's contract template/best practices document.

12. Al adjourned the meeting at 4:35

President

Executive Director