



BETTER COMMUNITIES THROUGH
SOUND GOVERNMENT

VML EXECUTIVE COMMITTEE MEETING

Saturday October 3rd – 9:00am

Virtual Meeting

Agenda

- Only one person speak at a time and give the courtesy of listening to your colleague
- Start and end in a timely fashion
- Debate an item and move on, there is no need to rehash
- Stay on topic and be respectful
- Agree to disagree in a professional manner
- Seek to understand and be understood
- Know when to move on
- Don't monopolize the time
- Give everyone a chance to be heard

- I. Call to Order
- II. Consideration of Minutes September
- III. Annual Conference Discussion
- IV. Review of Financials
- V. Subcommittee Reports
 - a. Executive Director Evaluation Subcommittee
 - b. Constitution Subcommittee
 - c. Small Town Subcommittee
- VI. Future Meetings:
 - a. Annual Conference – October 7-8, 2020 – Norfolk – virtual
 - b. December 10th, Virtual at 9:00am
 - c. 2021 Annual Conference – Leesburg – TBD
 - d. 2022 Annual Conference – Richmond - TBD
- VII. Other Matters
- VIII. Adjournment

**MINUTES
VML NOMINATIONS COMMITTEE
SEPTEMBER MEETING
COVID-19 VIRTUAL
September 17, 2020**

In attendance virtually: Anita James Price (City of Roanoke), Dr. Patricia Woodbury (City of Newport News), Edward Owens (Town of South Boston), David Helms (Town of Marion), Rosemary Wilson (City of Virginia Beach), Steven Trivett (Town of Ashland), Bob Coiner (Town of Gordonsville), Mary Person (City of Emporia), Andrea Oakes (City of Staunton) (Michelle Gowdy was also in attendance)

Call to Order: Chairwomen Price called the meeting to order at 1:02pm.

General Introductions of all of the nominating committee members.

Review of the Nominations 2020 worksheet: Chairwomen Price reviewed the proposed slate of officers for positions where only one person had applied and there was general consensus on those candidates.

At Large Open Positions: There was discussion about the 3 candidates for the 1 open at-large position as there was consensus to retain Bill Rush as one of the at large members. Mayor Coiner made a motion to nominate Phil Miskovic (Mayor of Crewe) for the at-large position, Mayor Helms seconded. The motion passed unanimously.

The Slate Proposed will be:

Willie Greene, City of Galax automatically moves up to President
Jon Stehle, City of Fairfax is nominated to be the President-Elect
Jill Carson, Town of Pennington Gap is nominated to be Vice President
Bill Rush, Town of Marion is nominated to an at-large position with term ending 2023
Phil Miskovic, Town of Crewe is nominated to an at-large position with term ending 2023

Continuing on the Executive Committee will be:

Kelly Burk, City of Leesburg with term ending 2021
Derrick Wood, Town of Dumfries with term ending 2021
A.D. Chuckie Reid, Town of Farmville with term ending 2022
Sean Polster, Town of Warrenton with term ending 2022
Tommy Smigiel, City of Norfolk as past president

The Section members will be determined at the annual conference which will be held on October 7-8.

Adjournment. The meeting was adjourned at 1:21pm.

Respectfully submitted,

Michelle Gowdy
Executive Director

VIRGINIA MUNICIPAL LEAGUE
Statement of Financial Position
As of August 31, 2020

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash - Operating	2,093,036.03
1001 Cash - FSA Account	4,275.82
1050 Local Govnt Investment Pool	3,912,889.10
Total Bank Accounts	\$ 6,010,200.95
Accounts Receivable	
1300 Regular Dues Receivable	1,000.00
1460 Miscellaneous Receivable	0.00
1505 Due From VBCOA	-9.54
1506 Due From VLGMA	-68.13
1508 Due From MEPAV	247.47
1509 Due From VEPGA	233.03
1511 Due from VML/VACO AEP	-19.35
1513 Due from NOVEC	-26.09
Total Accounts Receivable	\$ 1,357.39
Other Current Assets	
1450 Prepaid Expenditures	12,000.00
Total Other Current Assets	\$ 12,000.00
Total Current Assets	\$ 6,023,558.34
Fixed Assets	
1600 Building	200,395.00
1605 Acc Depreciation - Building	-200,395.00
1610 Land	144,799.54
1620 Furniture, etc.	78,937.28
1625 Acc Dep - Furniture, etc.	-51,562.41
1640 Building Renovations	280,856.39
1645 Acc Dep - Building Renovations	-123,177.37
1660 Computers & Equipment	89,574.74
1665 Acc Dep - Computers & Equip	-46,385.79
1670 Other Capital Expenditures	48,921.14
1675 Acc Dep - Other Capital Exp	-44,931.29
Total Fixed Assets	\$ 377,032.23
TOTAL ASSETS	\$ 6,400,590.57
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
2001 Credit Card	40,419.09

Total Credit Cards	\$	40,419.09
Other Current Liabilities		
2005 Miscellaneous Payables		0.00
2060 FSA Payable - Prior to 2006		0.00
2065 Flexible Spending Acct Payable		1,940.17
2070 Legal Resources Payable		0.00
2090 Pension Payable		0.00
2110 Affiliate Investments		661,100.00
2120 Def Inc - Regular Dues		0.00
2123 Def Inc - Conference Sponsor		0.00
2125 Def Inc - Conference Contrib		0.00
2127 Def Inc - Exhibit Fees		0.00
2130 Unearned Advertising		0.00
2190 Insurance Admin Fee Payable		0.00
Total Other Current Liabilities	\$	663,040.17
Total Current Liabilities	\$	703,459.26
Long-Term Liabilities		
2150 Accrued Vacation		132,944.57
2180 Lease Obligation		0.00
Total Long-Term Liabilities	\$	132,944.57
Total Liabilities	\$	836,403.83
Equity		
3000 Cur Unrestrict Bal/Mem Equity		3,713,546.08
Opening Balance Equity		3,683.25
Retained Earnings		251,661.15
Net Revenue		1,595,296.26
Total Equity	\$	5,564,186.74
TOTAL LIABILITIES AND EQUITY	\$	6,400,590.57

Tuesday, Sep 08, 2020 11:28:54 AM GMT-7 - Accrual Basis

VIRGINIA MUNICIPAL LEAGUE
Budget vs. Actuals: FY2021
 July 2020 - June 2021

	Total			% of Budget
	Budget	Actual	Remaining	
Revenue				
4120 Investment Income	40,000.00	1,534.48	38,465.52	3.84%
4180 Miscellaneous Income	5,000.00	█	5,000.00 █	0.00%
Advocacy			0.00 █	
4070 Local Government Day	15,000.00	█	15,000.00 █	0.00%
4320 Rent Payments During GA	12,500.00	█	12,500.00 █	0.00%
Total Advocacy	█ \$ 27,500.00 █	\$ -	\$ 27,500.00	0.00%
Affiliated Groups			0.00 █	
4135 AEP Administrative Fee	5,500.00	5,000.00	500.00	90.91%
4136 VBCOA Administrative Fee	24,000.00	22,000.00	2,000.00	91.67%
4137 VLGMA Administrative Fee	13,000.00	11,750.00	1,250.00	90.38%
4138 MEPAV Administrative Fee	10,000.00	10,000.00	0.00	100.00%
4145 VEPGA Administration Fee	40,000.00	9,750.00	30,250.00	24.38%
Total Affiliated Groups	█ \$ 92,500.00 █	\$ 58,500.00	\$ 34,000.00	63.24%
Annual Conference			0.00 █	
4050 Conference Registration	80,000.00	2,850.00	77,150.00	3.56%
4055 Conference Sponsorship	10,000.00	█	10,000.00 █	0.00%
4061 Mayor's Institute	10,000.00	75.00	9,925.00	0.75%
Total Annual Conference	█ \$ 100,000.00 █	\$ 2,925.00	\$ 97,075.00	2.93%
Membership Dues			0.00 █	
4000 Regular Dues	1,081,000.00	1,069,382.00	11,618.00	98.93%
4010 Associate Dues	79,000.00	78,705.00	295.00	99.63%
4030 Sustaining Dues	50,000.00	46,500.00	3,500.00	93.00%
Total Membership Dues	█ \$ 1,210,000.00 █	\$ 1,194,587.00	\$ 15,413.00	98.73%
Publications			0.00 █	
4090 VTC Advertising	30,500.00	█	30,500.00 █	0.00%
4185 VTC Subscriptions	1,000.00	16.00	984.00	1.60%
4290 Online Classified Advertising	11,000.00	1,800.00	9,200.00	16.36%
Total Publications	█ \$ 42,500.00 █	\$ 1,816.00	\$ 40,684.00	4.27%
Sponsorships			0.00 █	
4095 VML Bond/Finance Program	125,000.00	█	125,000.00 █	0.00%
4150 Insurance Programs	700,000.00	700,000.00	0.00	100.00%
4200 US Communities Program	45,000.00	11,463.67	33,536.33	25.47%
Total Sponsorships	█ \$ 870,000.00 █	\$ 711,463.67	\$ 158,536.33	81.78%
Workshops/Seminars			0.00 █	
4130 Other Workshops/Seminars	3,500.00	█	3,500.00 █	0.00%
4190 Newly Elected Officials	3,000.00	█	3,000.00 █	0.00%
4195 Finance Forum	6,000.00	█	6,000.00 █	0.00%
Total Workshops/Seminars	█ \$ 12,500.00 █	\$ -	\$ 12,500.00	0.00%
Total Revenue	█ \$ 2,400,000.00 █	\$ 1,970,826.15	\$ 429,173.85	82.12%
Gross Profit	█ \$ 2,400,000.00 █	\$ 1,970,826.15	\$ 429,173.85	82.12%

Expenditures

Advocacy Expenses			0.00	
5740 Local Government Day	15,000.00		15,000.00	0.00%
5805 Advocacy (Lobbying)	44,500.00	4,211.17	40,288.83	9.46%
5807 Outside Contracts	190,000.00	34,367.65	155,632.35	18.09%
5808 Legislative/Policy Committees	15,000.00		15,000.00	0.00%
5809 Reportable Lobbying Expenses	1,200.00		1,200.00	0.00%
Total Advocacy Expenses	\$ 265,700.00	\$ 38,578.82	\$ 227,121.18	14.52%
Annual Conference Expenses			0.00	
5710 Annual Conf - Other Expense	2,000.00		2,000.00	0.00%
5713 Annual Conf - Food	80,000.00		80,000.00	0.00%
5714 Annual Conf - A/V	5,000.00	11,093.95	(6,093.95)	221.88%
5717 Annual Conf - Travel/Transport	500.00		500.00	0.00%
5718 Annual Conf - Supplies	2,500.00		2,500.00	0.00%
5719 Annual Conf - Staff Exp	5,000.00		5,000.00	0.00%
5721 Annual Conf - Mayor's Institute	10,000.00		10,000.00	0.00%
Total Annual Conference Expenses	\$ 105,000.00	\$ 11,093.95	\$ 93,906.05	10.57%
Compensation and Benefits			0.00	
5000 Salaries	1,000,000.00	169,878.18	830,121.82	16.99%
5001 Overtime Salaries	5,000.00		5,000.00	0.00%
5010 Social Security Tax	59,000.00	10,224.37	48,775.63	17.33%
5020 Medicare Tax	15,000.00	2,391.15	12,608.85	15.94%
5030 Life Insurance	13,100.00	1,805.40	11,294.60	13.78%
5040 401 Pension Plan	96,500.00	16,064.00	80,436.00	16.65%
5045 RHSP	5,000.00	818.76	4,181.24	16.38%
5050 Health Insurance	85,000.00	18,154.66	66,845.34	21.36%
5051 Health Insurance - dependent	30,000.00	6,501.94	23,498.06	21.67%
5052 Employee Assistance Plan	310.00		310.00	0.00%
5060 Dental Coverage	6,000.00	1,462.32	4,537.68	24.37%
5070 Long Term Disability	3,500.00	1,469.97	2,030.03	42.00%
5080 Short Term Disability	4,800.00	1,075.83	3,724.17	22.41%
5100 Flexible Spending Acct Fees	900.00		900.00	0.00%
5110 Wellness	300.00		300.00	0.00%
5130 Contract Labor	20,000.00		20,000.00	0.00%
5140 Payroll Service Fee	7,000.00	1,081.08	5,918.92	15.44%
5210 Employee Parking	6,990.00	1,120.00	5,870.00	16.02%
Total Compensation and Benefits	\$ 1,358,400.00	\$ 232,047.66	\$ 1,126,352.34	17.08%
Executive Committee			0.00	
5620 Exec Comm - Other	500.00		500.00	0.00%
5621 Exec Comm - Meetings	15,000.00		15,000.00	0.00%
5622 Exec Comm - Travel	7,500.00		7,500.00	0.00%
Total Executive Committee	\$ 23,000.00	\$ -	\$ 23,000.00	0.00%
General Operating Expenses			0.00	
5190 National League of Cities Dues	45,000.00		45,000.00	0.00%
5225 VML Transportation & Parking	12,000.00	230.55	11,769.45	1.92%
5240 Lodging	10,000.00	290.77	9,709.23	2.91%
5250 Meals	2,500.00	213.93	2,286.07	8.56%
5320 VML Phone Services	5,000.00	436.53	4,563.47	8.73%
5330 VML Computer Equipment	2,700.00		2,700.00	0.00%
5365 IT Services	5,000.00	1,158.56	3,841.44	23.17%
5375 Software Purchase/Subscription	10,000.00	830.42	9,169.58	8.30%

5410 Internet Services	3,100.00	714.77	2,385.23	23.06%
5415 Website	5,000.00	539.50	4,460.50	10.79%
5420 Telephone - Cellular	3,500.00	653.66	2,846.34	18.68%
5460 Copier Expense	5,600.00	934.12	4,665.88	16.68%
5500 Office Equip - Purch/Lease	9,500.00	453.84	9,046.16	4.78%
5550 Maintenance & Repairs	13,000.00	3,776.65	9,223.35	29.05%
5560 Office Utilities	6,500.00	814.45	5,685.55	12.53%
5600 Office Supplies	10,000.00	1,108.90	8,891.10	11.09%
5610 Postage	1,000.00		1,000.00	0.00%
5640 Legal Services	88,000.00	14,666.66	73,333.34	16.67%
5650 Annual Audit	23,000.00	10,500.00	12,500.00	45.65%
5660 Seminar & Conf Registration Fees	4,000.00	99.00	3,901.00	2.48%
5670 Dues Licenses & Certifications	6,000.00	2,760.00	3,240.00	46.00%
5690 Insurance Expense	32,500.00	28,727.23	3,772.77	88.39%
5700 Subscriptions	1,500.00		1,500.00	0.00%
5806 Rent	80,000.00	16,548.48	63,451.52	20.69%
Total General Operating Expenses	\$ 384,400.00	\$ 85,458.02	\$ 298,941.98	22.23%
Miscellaneous			0.00	
5090 Employee Training	1,000.00		1,000.00	0.00%
5120 Acc Leave Earned	40,000.00		40,000.00	0.00%
5570 Real Estate Tax	7,000.00		7,000.00	0.00%
5595 Depreciation Expense	55,000.00		55,000.00	0.00%
5675 Banking Fees	12,500.00	862.34	11,637.66	6.90%
5881 Promotional Items	1,000.00		1,000.00	0.00%
5892 Essay contest	1,500.00		1,500.00	0.00%
5998 Contingency	50,000.00		50,000.00	0.00%
5999 Miscellaneous Expense	2,000.00	166.07	1,833.93	8.30%
Total Miscellaneous	\$ 170,000.00	\$ 1,028.41	\$ 168,971.59	0.60%
Publications Expenses			0.00	
5751 VTC Printing	57,500.00	7,323.03	50,176.97	12.74%
5752 VTC Postage	15,000.00		15,000.00	0.00%
5771 Other Publications	500.00		500.00	0.00%
Total Publications Expenses	\$ 73,000.00	\$ 7,323.03	\$ 65,676.97	10.03%
Workshops/Seminars expenses			0.00	
5760 Other Workshops & Seminars	3,500.00		3,500.00	0.00%
5840 Newly Elected Officials	2,000.00		2,000.00	0.00%
5842 VML Events at NLC	10,000.00		10,000.00	0.00%
5843 Finance Forum	5,000.00		5,000.00	0.00%
Total Workshops/Seminars expenses	\$ 20,500.00	\$ -	\$ 20,500.00	0.00%
Total Expenditures	\$ 2,400,000.00	\$ 375,529.89	\$ 2,024,470.11	15.65%
Net Operating Revenue	\$ -	\$ 1,595,296.26	\$ (1,595,296.26)	
Net Revenue	\$ -	\$ 1,595,296.26	\$ (1,595,296.26)	

Tuesday, Sep 08, 2020 11:18:06 AM GMT-7 - Accrual Basis



BETTER COMMUNITIES THROUGH SOUND GOVERNMENT

Officers

President

Thomas R. Smigiel, Jr.
Norfolk Council Member

President-Elect

Willie Greene
Galax Mayor

Vice President

Jon Stehle
Fairfax Council Member

Past President

Anita James Price
Roanoke Vice Mayor

Executive Director

Michelle Gowdy

Publications

Virginia Town & City
eNews

TO: VML Key Officials and Clerks
FROM: Michelle Gowdy, Executive Director
RE: Proposed Amendment to VML’s Constitution
DATE: September 4, 2020

VML’s Executive Committee, in a telephone conference call on September 4th, unanimously endorsed several amendments to VML’s Constitution. The major changes are:

- Renames the Executive Committee as the Board of Directors throughout the Constitution
- Defines meetings to include virtual meetings and authorizes the Board to make changes in notice, voting or other procedures as necessary to accommodate remote participation
- Defines mail to include email and text messages
- Clarifies the authority of the Executive Director over personnel and contracts in a way that reflects current practice

The proposed amendment will be up for debate and adoption before the membership at the Annual Business Meeting scheduled to be held virtually, October 8th. An explanation of the amendments is listed above and of the process for adopting amendments to VML’s Constitution follows below. This memorandum is also being sent via US mail.

Wording of Proposed Amendment

Excerpt from VML Constitution proposed for amendment can be found here:

https://www.vml.org/wp-content/uploads/pdf/VML_2020ConstitutionChanges.pdf

Process for Amending VML’s Constitution:

VML’s Constitution regarding amendments reads as follows:

ARTICLE X

Amendments

This Constitution may be amended, altered or repealed upon resolution offered by the Executive Committee or a regular member in accordance with the provisions of Article IV, Section 8 hereof, at the Business Session of any Annual Meeting, or any Special Meeting called for such purpose, which need not be the sole purpose thereof, upon a favorable vote of not less than two-thirds of the regular members present and voting, provided that at least thirty days prior to such meeting a copy of the proposed amendment or alteration or repealer shall be filed with the Executive Director at the League headquarters. The Executive Director shall cause a copy of the proposed amendment, alteration or repealer to be mailed to each regular member of the League at least fourteen days prior to such meeting, or in lieu thereof publish the same in an issue of an official League publication circulated to the membership not less than such period of fourteen days.

VML Executive Director Michelle Gowdy received a copy of the proposed amendment on August 21, 2020. On September 4, VML’s Executive Committee, with all members participating, met via a telephone conference call and unanimously supported proposing the adoption of amendments to VML’s Constitution: The proposed amendments are being sent to all members three weeks in advance of its proposed adoption at the Annual Business Meeting, Thursday, Oct. 8th virtually during the VML Annual Conference.

P.O. Box 12164
Richmond, VA 23241

804/649-8471
www.vml.org

CONSTITUTION
VIRGINIA MUNICIPAL LEAGUE

ARTICLE I

NAME

The name of this organization shall be the VIRGINIA MUNICIPAL LEAGUE, hereinafter referred to as the League.

ARTICLE II

Purposes

The purposes of this organization shall be:

1. To serve as an instrumentality of the local governments in Virginia and to promote their general welfare.
2. To assist local government administration by conducting and sponsoring investigation, research, study, training and interchange and exchange of ideas with respect thereto.
3. To collect, compile and distribute information relating to local government and administration of local government affairs.
4. To study and to advocate necessary and beneficial legislation affecting cities, towns and urban counties and to oppose legislation detrimental thereto.
5. To promote intergovernmental harmony and cooperation.
6. To publish and circulate official League publications.
7. To take such other action as may be necessary or beneficial for Virginia cities, towns and urban counties.
- ~~8. To maintain a central office and staff necessary to the conduct of these purposes.~~

ARTICLE III

Membership

1. Regular Members. Any Virginia city, incorporated town or county (each as defined by Virginia law) may become a regular member of the League by written application to the Executive Director, accompanied by an appropriate resolution of its governing body and payment of the first annual dues.

2. Associate Members. Any governmental unit or agency whose membership, in the sole discretion of the ~~Executive Committee~~Board of Directors, will not be incompatible with the interests of the League or its regular members may become an associate member of the League by written application to the Executive Director, accompanied by an appropriate resolution of its governing body or board and by payment of the first annual dues, but subject in each case to approval of the ~~Executive Committee~~Board of Directors of the League. Associate members shall be non-voting members.

3. Sustaining Members. Any individual, corporation or organization interested in the activities of the League, and whose membership, in the sole discretion of the ~~Executive Committee~~Board of Directors, will not be incompatible with the interests of the League or its regular members may become a sustaining member of the League by written application to the Executive Director, accompanied by an appropriate resolution of its governing body or board and by payment of the first annual dues, but subject in each case to approval of the ~~Executive Committee~~Board of Directors of the League. Sustaining members shall be non-voting members.

4. Service Contracts. The League may enter into Service Contracts with individuals, corporations, organizations or governmental units or agencies, whether or not members of the League, to provide research and other services. ~~Each service contract shall be subject to approval by the Executive Committee of the League. The services to be made available and the service contract fee shall be determined by the Executive Committee of the League. Contracts for which funds have been budgeted may be approved by the Executive Director; those requiring new funding shall be approved by the Board.~~

ARTICLE IV

Meetings of Members

~~1. —1. Definitions. As used in this Constitution the term “meeting” shall include both meetings at which participants are physically assembled in one place and “virtual” meetings at which some or all participants are connected by electronic means. The term “mailed” shall include the sending of written messages by electronic mail or text messaging.~~

Annual Meetings. There shall be an Annual Meeting of the League for the purposes of transacting business of the League and such other purposes as determined by the ~~Executive Committee~~Board of Directors. The Annual Meetings of the League shall be held at such ~~venue location~~ and time in the State of Virginia as shall be determined by the ~~Executive Committee~~Board of Directors.

~~New Section During a state of emergency due to public health threat, natural disaster, state of war or civil unrest or for other good cause, the Board of Directors may approve conducting annual or special meetings of the League as virtual meetings, with such adjustments or changes in voting or other parliamentary procedures as circumstances may require.~~

2. Special Meetings. Special Meetings of the League may be held on call by the ~~Executive Committee~~Board of Directors, or by request of the governing bodies of not less than fifteen regular members, at a time and place within the State of Virginia ~~and for such stated purposes~~ set forth in the notice thereof.

3. Notice of Meetings. Notice of each meeting, Annual or Special, shall be given by writing mailed to each regular member at least ten days prior to the date thereof or, in lieu thereof, published in an issue of the official League publication circulated to members one month in advance of the date set for such meeting.

4. Quorum. A quorum in any meeting of the League's membership shall consist of not less than twenty-five percent of the regular members of the League.

5. Voting. At any meeting of the League's membership, each regular member shall be entitled to one vote on every question presented to the membership, including election of each elective officer. The vote of each regular member shall be cast by its duly authorized representative present at the time the voting is taken. Voting may not be by proxy. Any question, except a procedural or parliamentary question, may, unless a greater percentage shall otherwise be required by this Constitution, be decided by a majority of the regular members present and voting. Procedural and parliamentary questions shall be decided in accordance with parliamentary procedures specified by the officer presiding at the meeting. Voting on any questions, including the uncontested election of elective officers, shall be via voice unless prior to the taking of such vote it shall be determined by favorable action of not less than two-thirds of the regular members present and voting, that such vote shall be cast by secret written ballot; provided, however, that all contested elections for officers shall be by secret ballot.

6. Voting Representation. The Mayor or Board Chairman, as the case may be, of each regular member shall be deemed to be its official representative for the purpose of voting upon matters considered by an Annual or Special Meeting of the League. In lieu of the Mayor or Board Chairman, the governing body of a regular member may designate another official of the member to vote on behalf of the member. Such designation shall be by writing filed with the Executive Director or such other person acting as Secretary of the meeting prior to any vote. In the absence of the Mayor or Board Chairman or other officer designated by the governing body as above specified at a vote taking, a majority of the elected and appointed officials present and registered at a meeting may file with the Executive Director or Secretary of the meeting in writing designating one of the regular members' officials present and registered to vote in behalf of the member, said filing to be in advance of the taking of any vote in which such person casts a vote.

7. Order of Business. At each Annual Meeting of the League, the order of business, unless otherwise determined by resolution of the ~~Executive Committee~~Board of Directors, shall be as follows:

- (a) Roll Call
 - (b) Report of the President
 - (c) Report of the Executive Director
 - (d) Addresses, Papers, Discussions
 - (e) Reports of Other Committees
 - (f) Reports of Standing Committees
 - (g) Election of Officers
 - (h) Ratification of ~~Executive Committee~~Board of Directors's Recommended VenuePlace
- of
- Subsequent Annual Meetings
 - (i) Other Business

8. Resolutions. Resolutions proposed for consideration by the League membership at any annual or special meeting thereof may be (a) proposed by the ~~Executive Committee~~Board of

Directors, or (b) in accordance with the following provisions (i) by a regular member or (ii) by the Legislative Committee or a policy committee:

(a) Any regular member desiring to submit a resolution of any nature for consideration by the League membership shall first submit the same to the ~~Executive Committee~~Board of Directors or the appropriate committee depending on the nature of the resolution as set forth in (b), (c), and (e) below.

(b) Resolutions expressing the League's position on substantive issues of public policy, programs or procedures of state or local government, enactment, repeal or amendment of State and federal laws and similar matters shall be submitted for consideration by, or originated within, the appropriate policy committee of the League, except that matters with issues involving two or more policy committees may be retained by the legislative committee to develop a resolution.

(c) Resolutions calling for specific action by the General Assembly of Virginia or the Congress of the United States or expressing the League's position on legislation pending or expected to be pending before either body shall be submitted for consideration by, or originated within, the Legislative Committee of the League.

(d) Resolutions related to the organization, functions or programs of the League and all other resolutions not specifically referred to in (a) (b) or (c) above shall be submitted by, or originated within, the ~~Executive Committee~~Board of Directors.

(e) Resolutions of appreciation and honorific resolutions shall be considered by, or originated within, the ~~Executive Committee~~Board of Directors.

(f) Any proposed resolution not so submitted to or originating within the appropriate committee, or having been submitted to but not approved by that committee, shall not be considered by the League membership for action except upon the affirmative vote or not less than three-fourths of the regular members present and voting.

ARTICLE V

Dues and Finances

1. Dues. The annual dues for each membership, or class thereof, shall be fixed annually by the ~~Executive Committee~~Board of Directors; provided, however, that if the ~~Executive Committee~~Board of Directors takes no action to change dues in effect, such dues as are then in effect, or as prescribed for the preceding year, shall continue from year to year.

2. Payment of Dues. Dues shall be payable annually by each member in advance of or before July 31 of each year. Failure to pay dues, ~~shall~~ after six months past due date or upon earlier notification by the member that such dues will not be paid, will result in termination ~~by the League~~ of membership.

3. Other Charges. The ~~Executive Committee~~Board of Directors may authorize the Executive Director to establish other charges for services rendered by the League for meetings, publications, including advertising rates therein, and other appropriate purposes.

4. Fiscal Year. ~~The Executive Committee shall establish the fiscal year of the League.~~
The fiscal year of the League shall begin on July 1 and end on the following June 30.

5. Annual Budget. Annually, the Executive Director shall prepare and present to the ~~Executive Committee~~Board of Directors for its adoption, a budget of anticipated income and expenses for the ensuing fiscal year. Such budget shall be presented and approved not later than the beginning of each fiscal year.

6. Checks. The Executive Director, and any such other persons as may be designated by the ~~Executive Committee~~Board of Directors, shall draw checks or authorize electronic payments or transfers from or among~~on~~ the bank accounts maintained by the League. The Executive Director and such other persons may be authorized by resolution of the ~~Executive Committee~~Board of Directors to draw checks or who may have access to League monies shall be bonded for the faithful performance of their duties in such amount and with such surety as may be prescribed by the ~~Executive Committee~~Board of Directors.

ARTICLE VI

Officers and Duties

1. Elective Officers.

(a) Titles of Officers. The elective officers of the League shall be a President, President-Elect, Vice President and six at-large ~~Executive Committee~~Board of Directors members, all of whom shall be elected by the membership of the League. The President, President-Elect and Vice President shall serve for one year or until a successor shall be elected and qualified; provided however, that the President-Elect shall automatically succeed to the office of President at the conclusion of a preceding President's term of office. At-large members of the ~~Executive Committee~~Board of Directors shall serve for three year terms or until successors are elected and qualified, and may be reelected. The terms of at-large members shall be staggered to provide for the election of two such members annually.

(b) Eligibility of Elective Officers. Persons elected to the offices of President, President-Elect or Vice President or membership on the ~~Executive Committee~~Board of Directors shall at the time of election be an elected or appointed official of a regular member. The President, President-Elect and Vice Presidents must have served not less than one year on the ~~Executive Committee~~Board of Directors immediately prior to election.

(c) Nominations. Nominations for elective officers shall be made by a Nominating Committee of not less than five members who shall be appointed and announced by the President not later than thirty days prior to the day of the opening business session of the Annual Meeting. Additional nominations may be made from the floor at the time of presentation of nominations by the Nominating Committee.

(d) The President. The President shall be the principal officer of the League and shall preside at all Annual and Special Meetings of the League and all meetings of the ~~Executive Committee~~Board of Directors. Except as hereinafter otherwise provided, the President shall appoint all committees with the approval of the ~~Executive Committee~~Board of Directors and shall have the powers and duties prescribed herein and by resolution of the ~~Executive Committee~~Board of Directors.

(e) The President-Elect. Working with the staff, the President-Elect shall be responsible for the oversight and coordination of the program for the annual meeting and such other duties as shall be assigned by the ~~Executive Committee~~Board of Directors.

(f) Vice Presidents shall have such duties as may be assigned by the ~~Executive Committee~~Board of Directors.

(g) Absence or disability of President. In the case of the absence or disability of the President, the President-Elect shall assume the functions of the President.

(h) Re-election. Neither the President, President-Elect or the Vice President shall be eligible for any re-election to the same office for the next succeeding term; provided, however, that should such an elective officer fill, as provided in sub-paragraph (i) below, an unexpired term of another elective position then such officer shall be eligible for election to a full term to the position being so filled.

(i) Termination of Position and Filling Vacancies. In the event a member of the ~~Executive Committee~~Board of Directors, including an elective officer and a Section Chairman serving thereon, shall terminate or be terminated as an elected or appointed official of a member, then such terminated person shall simultaneously also terminate as an elective officer and as a member of the ~~Executive Committee~~Board of Directors. All vacancies on the ~~Executive Committee~~Board of Directors including those resulting from termination as aforesaid shall be filled as follows:

(A) Vacancy of a Section Chairman serving on the ~~Executive Committee~~Board of Directors shall be filled by the Vice Chairman of such Section, and if the Vice Chairman is unable to serve the ~~Executive Committee~~Board of Directors shall appoint another official in said Section to fill such vacancy who shall serve until the next annual meeting or until such time as the Section shall select a new chairman.

(B) Vacancy in the office of President shall be filled by the President-Elect.

(C) Vacancy in the positions of President-Elect and Vice President shall be filled by the election thereto by the membership of the League.

(D) Vacancies in the position of ~~Executive Committee~~Board of Directorsman at-large shall be filled by the election thereto by the ~~Executive Committee~~Board of Directors of any person eligible in accordance with sub-paragraph (b) above.

2. Executive Director. The Executive Director shall be appointed by, and serve at the pleasure of the ~~Executive Committee~~Board of Directors, which shall determine the terms of such employment, including the annual compensation therefor and the terms of any contract for the employment.

The Executive Director, under the direction and supervision of the ~~President and Executive Committee~~Board of Directors, shall: manage the affairs of the League, act as

Secretary of any Annual and Special Meetings of the League and at all meetings of the ~~Executive Committee~~Board of Directors; make and maintain accurate minutes of meetings of the League and the ~~Executive Committee~~Board of Directors which minutes shall be open to inspection at reasonable times by all active members of the League; keep accurate records of all other proceedings of the League; attend to timely notification of the members of the League of all Annual and Special Meetings thereof; collect and deposit and keep accurate accounts of all dues and other League monies; make all proper disbursements in accordance with the League's budget and the directions of the ~~President and Executive Committee~~Board of Directors; at each Annual Meeting, make a written report of the Executive Director's administrative actions and of all financial transactions during the preceding fiscal year; and, submit a statement of the financial condition of the League as of a date reasonably proximate to the date of such report. ~~Unless the Executive Committee shall direct otherwise, t~~The Executive Director shall also be responsible for the publication ~~and circulation~~of the official publications of the League. Unless the Board of directors shall direct otherwise, the Executive Director may delegate any of the foregoing duties or functions to other staff members.

At a time determined by the Board of Directors, the Board shall annually evaluate the preceeding year's performance of the Executive Director. The Board shall cause this evaluation to be shared with the Executive Director.

3. Other Personnel. The League shall employ such other staff members and personnel as shall be provided herein or as deemed necessary and proper ~~by the Executive Committee~~ for the conduct of the League's business. ~~Compensation of such other staff and personnel shall be determined by the Executive Committee. Subject to the approval of the Executive Committee,~~Subject to the limitations of budgeted funding, the Executive Director shall have the power to employ and discharge and to direct, supervise and assign the work duties and responsibilities and determine the compensation of such other staff members.

ARTICLE VII

Organization ~~and Staff~~

1. Sections. The League shall be organized into three sections:
 - (a) One, titled Urban Section, for cities and counties having population in excess of 35,000;
 - (b) One, titled City Section, for cities and counties having population of 35,000 or under; and
 - (c) One, titled Town Section, for towns.
2. Section Organization. At each Annual Meeting of the League, each of such sections shall conduct an organizational meeting and shall elect a Chair~~man~~ and Vice

Chairman. The Chairmen of each such section upon ~~their~~^{his or her} election shall automatically be a member of the League's ~~Executive Committee~~Board of Directors, provided such Chairman is not already a member thereof as a result of having been elected by the membership of the League as a President or a Vice President or as a member-at-large of the ~~Executive Committee~~Board of Directors, or by reason of being immediate past President of the League.

3. Voting. Voting in each section shall be conducted as follows:

(a) In the Urban Section meeting only, each locality shall have one vote per 100,000 population in the locality, rounded to the nearest 100,000, except that each city or county shall have at least one vote.

The governing body of each locality in the Urban Section shall appoint an official delegate and alternate. The delegate, or the alternate, if the ~~deleg~~^{ate} is absent, shall be the voting representative of ~~their~~^{his or her} locality in all votes of the Urban Section meeting.

(b) In the City and Town Sections, each locality shall have one vote.

The governing body of each locality in the City and Town Sections shall appoint an official delegate and alternate. The delegate, or the alternate, if the ~~deleg~~^{ate} is absent, shall be the voting representative of their locality in all votes of that Section meeting.

For all purposes in this constitution, population shall be based on the most recent census determined by the U.S. Census Bureau or from the Weldon Cooper Center for Public Service of the University of Virginia, whichever is more current.

ARTICLE VIII

Board of Directors and Committees

1. ~~Executive Committee~~Board of Directors The ~~Executive Committee~~Board of Directors shall be composed of the President, President-Elect, the Vice President, six at-large members, the three chairs of the sections, and the Past President. In the event the immediate Past President is unable or unwilling to serve, or is no longer an elected or appointed official of a regular member, the next preceding Past President who is eligible shall serve on the ~~Executive Committee~~Board of Directors.

(b) Duties. The ~~Executive Committee~~Board of Directors shall manage all the affairs of the League, effect the purposes of the League as set out in Article II of this Constitution, be responsible for and supervise the Executive Director and other staff and personnel of the League; and, arrange for the Annual Meeting of the League. It may appoint subcommittees of its own members and of any members of the League or officials thereof and prescribe the powers and duties of such subcommittees and make and alter bylaws for its own government not inconsistent with this Constitution.

In the event it becomes necessary to express the League's official position with respect to significant pending legislation and there is not sufficient time for the League to develop a position by utilizing normal League procedures, the ~~Executive Committee~~Board of Directors

may determine and express such position it deems to be in the League's best interest, notwithstanding Article IV § 8 (c) and (f).

(c) Meetings. The ~~Executive Committee~~Board of Directors shall meet quarter-annually and at other times upon call of the President or any three members of the Committee, on at least ~~fifteen~~ten days ~~written~~ notice ~~mailed~~ by the Executive Director to all members of the ~~Executive Committee~~Board of Directors, such notice stating, at least in general terms, the purposes of the meeting.

~~Members of the Executive Committee Board of Directors may also convene from time to time, upon call of the President or at least three Committee members, upon not less than three days notice by regular mail or electronic means, solely to receive and exchange information relating to the League's operations, at which meeting any or all of its members may participate in or conduct the meeting through the use of electronic communication means so long as the members participating may simultaneously hear each other during the meeting. A quorum of members need not be physically assembled for the purposes of this paragraph.~~

(d) ~~Quorum and Voting~~Voting and Quorum. A majority of the full membership of the ~~Executive Committee~~Board of Directors shall constitute a quorum at all meetings, ~~and~~ Any question may be decided by a majority of those ~~participating in attendance~~. Voting may not be by proxy.

2. Legislative Committee.

(a) Composition. A Legislative Committee, consisting of twenty-four persons holding elective or appointed positions with regular members shall be appointed by the President to hold office for one year, twelve of whom shall be representatives of cities and counties with population in excess of 35,000, six of whom shall be representatives of the cities and counties with population of 35,000 and less, and six shall be representatives of the towns. One member of the Legislative Committee shall be designated by the President as its Chairman and one as its Vice Chair.

If during the term of the Committee, one or more members shall resign or cease to be members, such reduction in membership shall not limit the functioning of the Committee.

(b) Duties. The Legislative Committee shall have the duty to consider and report upon existing or proposed State and Federal legislation or regulations as may effect the membership of the League and to urge the enactment, or amendment of, or opposition to such legislation or regulation as the Committee shall deem appropriate. The League's legislative program as promulgated by the Legislative Committee shall be subject to the approval of the League membership.

(c) Meetings. The Legislative Committee shall meet on call of the Chairman or of any six members thereof, on at least ~~ten~~fifteen days ~~written~~ notice, ~~mailed~~ by the Executive Director to all members of the Committee. The notice shall state in general terms the purposes of the meeting.

~~(d) Voting and Quorum. Thirteen members of the Legislative Committee shall constitute a quorum at all meetings thereof and any question may be decided by a majority vote of those in attendance. Voting shall not be by proxy.~~

Quorum and Voting. A majority of the full membership of the Legislative Committee shall constitute a quorum at all meetings. Any question may be decided by a majority of those participating. Voting may not be by proxy.

3. Special Committees. The ~~Executive Committee~~Board of Directors may establish such special committees as it deems necessary and appropriate and the President shall make all appointments to committees so established.

ARTICLE IX

Associations

1. Affiliation. Associations of local government officials such as assessors, attorneys, building inspections, fire personnel, electrical and plumbing, inspections, police officers, clerks, engineers, finance officers, health officers, municipal managers and administrators and others engaged in local government administration may be affiliated with the League as allied members thereof upon approval of the ~~Executive Committee~~Board of Directors. Such affiliated associations and members thereof, as such, shall have no vote on questions presented to the League and shall pay such dues, fees and other charges, if any, as shall be determined and assessed by the ~~Executive Committee~~Board of Directors upon recommendation of the Executive Director. The ~~Executive Committee~~Board of Directors may terminate any such affiliation at any time.

2. Agreements. The ~~Executive Committee~~Board of Directors may enter into agreements with groups or associations of local government officials or personnel for the purpose of providing services to such groups or associations under terms and conditions as set forth in the agreements and provided such agreements or the administration thereof are not inconsistent with the purposes of functioning of the League.

ARTICLE X

Amendments

This Constitution may be amended, altered or repealed upon resolution offered by the ~~Executive Committee~~Board of Directors or a regular member in accordance with the provisions of Article IV, Section 8 hereof, at the Business Session of any Annual Meeting, or any Special Meeting called for such purpose, which need not be the sole purpose thereof, upon a favorable vote of not less than two-thirds of the regular members present and voting, provided that at least thirty days prior to such meeting a copy of the proposed amendment or alteration or repealer shall be filed with the Executive Director at the League headquarters. The Executive Director shall cause a copy of the proposed amendment, alteration or repealer to be mailed to each regular member of the League at least fourteen days prior to such meeting, or in lieu thereof publish the same in an issue of an official League publication circulated to the membership not less than such period of fourteen days.

ARTICLE XI

Effective Date

This Constitution as amended shall become effective immediately following final adjournment of the ~~2017~~2020 Annual Meeting of the League.

Adopted by the
Annual Conference
Of the Virginia ~~Municipal~~Municipal League
Adopted October ~~3, 2017~~8, 2020

Effective date of prior versions: October 21, 2008, ~~and~~ October 8, 1991 and October 3, 2017

Attest:

Executive Director

Q:\VML\VMLCONSTITUTION FOR CONF..DOC



Minutes of Small Town Committee Meeting Sept 3, 2020

Via Zoom

Executive Committee Members present:

- Bill Rush
- Jill Carson
- Lisa Merkel
- Sean Polster
- Willie Greene

Discussion ensued regarding how to most effectively meet the need of towns.

Recommendation to be made to entire Executive Committee to have further review in exploring the possibility of restructuring or hiring someone to handle town issues.

VML 2020 Annual Conference-at-a-Glance

Note – All items are subject to change.

DAY 1 – WEDNESDAY, OCTOBER 7

9:00 AM - 9:40 AM: Opening Session

- Welcome and Pledge of Allegiance – **VMI President Thomas Smigiel** (Council Member, City of Norfolk)
- A "Norfolk State of Mind" – VisitNorfolk
- **Address on Equity** – Susan T Gooden (Dean and Professor, L. Douglas Wilder School of Government and Public Affairs at VCU) **WILLIE will do the introduction**

9:45 AM - 10:45 AM: Concurrent Section Elections & Meetings

- City Section – Charlie Frye, Chair
- Town Section – Lisa Merkle, Chair
- Urban Section – John Rowe, Chair

10:45 AM - 11:00 AM: Break

11:00 AM - 12:00 PM: General Session

- **"Better Than Before"** – Rebecca Ryan (Founder & CEO, Next Generation Consulting) **Jon Stehle**
- State Budget Update – Neal Menkes (VML) and Jim Regimbal (Fiscal Analytics, Ltd.) **Jill Carson**

12:00 PM - 1:00 PM: Break

1:00 PM - 2:00 PM: Concurrent Breakout Sessions

- COIA – Rebekah Stefanski (Attorney, Virginia Conflict of Interest and Ethics Advisory Council) **Derrick Wood**
- Community Development – Rebecca Rowe (Associate Director Community Revitalization Office, DHCD) **Lisa Merkel**
- **Technology and Crisis Management** – Hanno Hesse (Vice President Business Development & Sales, Speridan) **Charlie Frye** **Anita J-Price**

2:00 PM - 3:00 PM: Concurrent Breakout Sessions

- FOIA – Alan Gernhardt, Esq. (Executive Director, Virginia Freedom of Information Advisory Council) **John Rowe**
- Transportation in Virginia – Nick Donohue (Deputy Secretary of Transportation, Commonwealth of Virginia) **Bill Rush**
- Innovative Factory Built Housing Initiatives – Chris Thompson (Director of Strategic Housing, Virginia Housing) **Chuck Reid**
- Civility – Thomas Bullock (Director of Risk Services, VRSA) **Kelly Burk**

3:00 PM - 3:30 PM: Q&A with VML Policy Committee Chairs

Videos of proposed changes were made available ahead of the conference. During this time, VML members may visit the policy committee virtual rooms to ask questions of the committee chairs.

- Community and Economic Development – Jennifer Baker (Council Member, Town of Herndon)
- Environmental Quality – Jon Stehle (Council Member, City of Fairfax)
- Finance – John Rowe (Mayor, City of Portsmouth)
- General Laws – Nancy Bailey (Vice Mayor, Town of Big Stone Gap)
- Human Development and Education – Hector Cendejas (Council Member, City of Manassas Park)
- Transportation – Mike Barber (Mayor, Town of Christiansburg)

3:30 PM - 3:45 PM: Proposed Legislative Statement

VML Legislative Committee Chair Roger Fawcett (Council Member, City of Suffolk) will present the revised Legislative Statement followed by Q&A.

3:45 PM - 4:15 PM: Day One Wind Down **Tommy**

- Join Jimmy Cirrito (Proprietor, Jimmy's Old Town Tavern in Herndon) as he concocts "Mermaid Water" and other libations.
- Find out if the USS Wisconsin is haunted.
- And more fun stuff to close out the day!

[END DAY 1]

DAY 2 – THURSDAY, OCTOBER 8

9:00 AM - 10:00 AM: Roundtable Presentations & Discussions

Attendees will be informed of appropriate times during the hour to cycle to a different roundtable.

- Data Sharing – Carlos Rivero (Chief Data Officer, Commonwealth of Virginia)
- Emergency Management – Ted Costin (Director Regional Support West Division, VDEM)
- DHCD Programs: COVID and Beyond – Erik Johnston (Director, Virginia Department of Housing and Community Development) & Kristen Dahlman (Senior Policy Analyst)
- HR During COVID – Sarah Struckmann (Client Relations Specialist, Pierce Group Benefits)
- Childhood Hunger in the Wake of the Coronavirus – Catherine Spacciapoli (Program Manager, No Kid Hungry Virginia)
- A Closer Look at the VCEA – Preston Bryant (Sr. VP Infrastructure and Economic Development, McGuireWoods Consulting)
- **Police Reform - ?**
- Dominion Energy Services for Localities – Katherine Bond (Vice President of Public Policy, State, and Local Affairs, Dominion Energy)
- VML/VACO Finance Services Overview – Beau Blevins (Director of Business Development, VML/VACo Finance)

10:00 AM - 10:15 AM: Break

10:15 AM - 11:15 AM: VML Annual Business Meeting Tommy and Willie

11:15 AM - 11:30 AM: 2020 Local Champion Awards Highlights Tommy

11:30 AM - 12:00 PM: General Session

Remarks by the Honorable Ralph Northam, Governor of Virginia Tommy will do the introduction

Willie will wrap it up

[END DAY 2]

Special Thanks to our Conference Sponsors



Thanks to all of our Exhibitors

Note: The Virtual Exhibit Hall opens Monday, October 5

American Public University System	Precision Safe Sidewalks
Bowman Consulting Group, Ltd.	SGC Power
CIMCON Lighting, Inc.	Spring City Electrical
Cunningham Recreation/GameTime	The Berkley Group
Dominion Energy	Thompson & Litton
Hurt & Proffitt	VACORP
ICMA-RC	VC3
Keystone Information System, Inc.	Virginia American Water
Land Planning and Design Associates, Inc. (LPDA)	Virginia Housing
Mosca Design	Virginia Institute of Government, Weldon Cooper Center for Public Service
Moseley Architects	Virginia Risk Sharing Association (VRSA)
Municode	VisitLoudoun
National League of Cities	VisitNorfolk
No Kid Hungry Virginia	VML/VACo Finance
Pierce Group Benefits	Zencity
Polco/National Research Center	



CONFERENCE-AT-A-GLANCE

Note – All items are subject to change.

Preview the conference at www.eventmobi.com/vml2020

DAY 1 - Wednesday, October 7

9:00 AM - 9:40 AM	<p>Opening Session</p> <ul style="list-style-type: none"> • Welcome and Pledge of Allegiance – VML President Thomas Smigiel (Council Member, City of Norfolk) • A “Norfolk State of Mind” – VisitNorfolk • Address on Equity – Dr. Susan T. Gooden (Dean and Professor, L. Douglas Wilder School of Government and Public Affairs at VCU)
9:45 AM - 10:45 AM	<p>Concurrent Section Elections & Meetings</p> <ul style="list-style-type: none"> • City Section – Charlie Frye, Chair • Town Section – Lisa Merkel, Chair • Urban Section – John Rowe, Chair
10:45 AM - 11:00 AM	<p>Break</p>
11:00 AM - 12:00 PM	<p>General Session</p> <ul style="list-style-type: none"> • Remarks by Virginia Attorney General Mark R. Herring • “Better Than Before” – Rebecca Ryan (Founder & CEO, Next Generation Consulting) • State Budget Update – Neal Menkes (VML) and Jim Regimbald (Fiscal Analytics, Ltd.)
12:00 PM - 1:00 PM:	<p>Break</p>
1:00 PM - 2:00 PM:	<p>Concurrent Breakout Sessions</p> <ul style="list-style-type: none"> • COIA – Rebekah Stefanski (Attorney, Virginia Conflict of Interest and Ethics Advisory Council) • Community Development – Rebecca Rowe (Associate Director Community Revitalization Office, DHCD) • Technology and Crisis Management – Hanno Hesse (Vice President Business Development & Sales, Speridan) • Education – Speaker to be announced prior to event

DAY 1 - Wednesday, October 7

CONTINUED

2:00 PM - 3:00 PM:

Concurrent Breakout Sessions

- FOIA – Alan Gernhardt, Esq. (Executive Director, Virginia Freedom of Information Advisory Council)
- Transportation in Virginia – Nick Donohue (Deputy Secretary of Transportation, Commonwealth of Virginia)
- Innovative Factory Built Housing Initiatives – Chris Thompson (Director of Strategic Housing, Virginia Housing)
- Civility – Thomas Bullock (Director of Risk Services, VRSA)

3:00 PM - 3:30 PM:

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- General Laws – Nancy Bailey (Vice Mayor, Town of Big Stone Gap)
- Human Development and Education – Hector Cendejas (Council Member, City of Manassas Park)
- Transportation – Mike Barber (Mayor, Town of Christiansburg)

3:30 PM - 4:00 PM:

Proposed Legislative Statement

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4:00 PM - 4:30 PM:

Day One Wind Down

- Join Jimmy Cirrito (Proprietor, Jimmy's Old Town Tavern in Herndon) as he concocts "Mermaid Water" and other libations.
- Find out if the USS Wisconsin is haunted.
- And more fun stuff to close out the day!

DAY 2 - Thursday, October 8

9:00 AM - 10:00 AM:

Roundtable Presentations & Discussions

Attendees will be informed of appropriate times during the hour to cycle to a different roundtable.

- Data Sharing – Carlos Rivero (Chief Data Officer, Commonwealth of Virginia)
- Emergency Management – Ted Costin (Director Regional Support West Division, VDEM)
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- Police Reform – Speaker to be announced prior to event
- Dominion Energy Services for Localities – Katherine Bond (Vice President of Public Policy, State and Local Affairs, Dominion Energy)
- VML/VACO Finance Services Overview – Beau Blevins (Director of Business Development, VML/VACo Finance)

10:00 AM - 10:15 AM:

Break

10:15 AM - 11:15 AM:

VML Annual Business Meeting

- President's Message
- Executive Director's Report
- Proposed amendments to VML Constitution
- Adoption of Policy Statements
- Adoption of Legislative Statement
- Report of the Nominating Committee
- Election
- Remarks by new President
- Invitation to Leesburg 2021

11:15 AM - 11:30 AM:

2020 Local Champion Awards Highlights

11:30 AM - 12:00 PM:

General Session

Remarks by the Honorable Ralph Northam, Governor of Virginia

Conference concludes

**MINUTES
VML EXECUTIVE COMMITTEE
SEPTEMBER MEETING
COVID-19 VIRTUAL
September 4, 2020**

In attendance virtually: Tommy Smigiel, Anita James Price, Willie Greene, Bill Rush, A.D. “Chuckie” Reid, Jon Stehle, Kelly Burk, Sean Polster, John Rowe, Jill Carson, Derrick Wood, Charlie Frye, Lisa Merkel, (Roger Wiley and Sue Mellen were also in attendance)

Call to Order: President Smigiel called the meeting to order at 8:30 am.

General Discussion: A brief summary of the Constitution subcommittee report was provided to include the following proposed changes to the VML Constitution:

Removing the requirement of a central office in Richmond

Renaming the Executive Committee as the Board of Directors

Defining meetings to include virtual meetings and authorizing the Board to make changes in notice, voting or other procedures as necessary to accommodate remote participation

Defining mail to include email and text messages

Clarifying the authority of the Executive Director over personnel and contracts to reflect current practice

Action: The Executive Committee adopted the proposed recommendations of the Constitution subcommittee and directed the Executive Director to provide the appropriate notice under Article IV, Section 8 of the Constitution to the members.

Adjournment. The meeting was adjourned at 8:51 am.

Respectfully submitted,

Michelle Gowdy
Executive Director