

## CMTA Board of Directors Meeting

Wednesday, December 16, 2020

### Minutes

President Don Patterson welcomed the board members and staff and called the meeting to order at 1:00 p.m.

	President	Donald Patterson, CCMT
x	President-Elect	Hubert R. White III
x	Secretary	Mary-Ann Rexroad
x	Treasurer	Jennifer Leisz, CCMT
x	Past President	Dan Matusiewicz, CCMT, CFIP
x	Division 1 – North	Damien Charléty, CCMT
x	Division 2 – South	Michael Solorza

### Committee Chairs, Staff and Guests:

x	Education and Certification Co-Chair	Shaun Farrell, CCMT
x	Education and Certification Co-Chair	Ernestine Jones, CCMT
x	Membership	Angela Saccareccia
x	Communications	Nadia Feeser
	Commercial Associate Liaison	Greg Whipple
	Commercial Associate Member	Chad Nicholson
	Governance and Finance Committee Chair	Dan Matusiewicz, CCMT, CFIP
	Revenue and Taxation Policy Committee Representative	Vacant
x	Ad Hoc Legislative Committee Chair (Proposed)	Thomas Metz, J.D.
x	Meetings and Membership Specialist	Yelena Martynovskaya
	Meetings and Membership Coordinator	Zach Seals
x	Meetings and Membership Assistant	Kristina McKittrick
x	Meeting Planner	Teri Anticevich

### Consent Calendar

**Dan Matusiewicz moved to approve minutes from November 18, 2020 Board of Directors Meeting. Damien Charléty seconded the motion. The motion to approve the November 18, 2020 Board of Directors Meeting minutes was approved.**

Jenny reported that there is not a lot of change since October. There have been some membership dues coming in and the major expense was operational payment to SMA.

**Dan Matusiewicz moved to approve financial report from November 30, 2020. Seconded by Michael Solorza. The financial report from November 30, 2020 was approved.**

### CMTA Conversations

Nothing to report at this time.

### 2021 Annual Sponsorship

Tabled until the next meeting.

### **Committee Updates**

#### Investment Policy Certification

Shaun Farrell did not have a report. Michael Solorza's agency Investment Policy passed with flying colors.

#### Certification CCMT and CTC

Next educational opportunities will be with CDIAC in January. Registration for this is being handled by CDIAC and this is being advertised on the CMTA website. Registration for this opened on December 7th. Dan mentioned that there was a good number of registrations in the first few days this was open. Dan also asked the board if anyone would be interested in presenting on some topics with him, he will be doing some short presentations with CDIAC. Damien volunteered to assist with one presentation.

#### Membership

Angela reported that there is a slight uptick in membership. The committee has been reaching out to all non-renewals. She mentioned that she was able to get in touch with a few people who were retired and also some cities that had new email addresses/changes. Committee is trying but it seems that some people are just not renewing – if there are any creative ideas the committee is open to trying things!

#### Communications

Nothing new to report. Keeping up the President's message each month.

#### Commercial Associate Liaison

Nothing to report at this time.

#### Governance and Finance Committee

Nothing to report at this time.

#### 2021 Annual Conference

The board reviewed the contract with Digitell for the virtual platform, along with the pricing comparison for hybrid and virtual options. The price difference for this is not finalized as there are some onsite costs that would be incurred if there is an in-person element. Margaret informed the board that we worked with Teri to vet some different platforms. Digitell was a good option for education and also can do some tracking for CPE's. The budget is based on estimates on number of sessions and numbers of exhibitors. Hoping to get board approval on this so can begin moving forward with the contract and the platform itself as well as getting set up for the conference. Margaret also reviewed and explained some of the questions and highlights that are on the agreement that was sent out to the board. These are all mostly addressed and Marissa is handling some of the finalizations with Digitell.

First part is obtaining board agreement on using Digitell as the platform, next step is finalizing the budgeting for it, and then later on determining if the conference will be hybrid or virtual. Michael and Maryann appreciated the questions and finalization of the contract, but are in agreement to move forward with this platform. Damien mentioned that there are online demos/tutorials if people are interested in looking into the platform more.

**Damien Charléty motioned to enter into the contract with Digitell for the 2021 Annual Conference. Dan Matusiewicz seconded. The motion to enter into the contract with Digitell for the 2021 Annual Conference was approved.**

Teri mentioned there is a potential for more flexibility to rebook to 2022 and cancel the 2021 conference due to force majeure with the Marriott Newport Beach. She has not seen this addendum yet but there are dates available. There is no timeline for this yet as the venue is pretty open this year. It will likely need to be a conversation amongst the board about whether or not the conference will have an in-person component. Teri said that she would be able to further pursue this with the hotel if there are dates that work for the board. Timeline – try to get more information and discuss at Jan 4<sup>th</sup> conference planning meeting, maybe hold a special meeting in January 2021, final decision by Jan 20<sup>th</sup> meeting (if not beforehand). Teri echoed the fact that we likely do not want to wait too long, as a lot of people are rebooking and dates are being reserved even now.

2022 Annual Conference

Nothing to report at this time.

Ad Hoc Legislative Committee

Nothing to report at this time.

Meeting adjourned at 2:00 p.m.

Respectfully submitted,

Yelena Martynovskaya  
Meeting & Membership Specialist