

# Agenda

## Executive Board Meeting

*Monday, December 7, 2015 • 1:00 – 3:00pm*  
*1E-120, Bellevue City Hall, WA*

*Audio - Please call 1-877-848-7030 and then NEW Access Code 8765293.*

*Visual –GoToMeetings by clicking on this link:  
<https://global.gotomeeting.com/join/526687277>*

### Consent Items

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Approval of August 26, 2015 Executive Board Meeting Minutes (attached)

### Strategic Issues, Planning and/or Action Items

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1. NWM Recommendation and Discussion (20 minutes)
  - a. Review Slalom findings and NWM Strategy Team recommendation
  - b. Request Partner approval to sunset NWM in December 2016
2. MPR Recommendation and Discussion (10 minutes)
  - a. Review Operations Board request
  - b. Request Partner approval to sunset MPR Recreation site in September 2016
3. 2017/2018 Executive Board Priorities (60 minutes)
  - a. Draft budget schedule
  - b. Priority exercise and discussion
4. Audit Report (15 minutes)
5. ED Annual Review (15 minutes)

# Minutes

## Executive Board Meeting

*Wednesday, August 26, 2015 □ 1:00 – 1:30pm*  
*Conference call 1-877-848-7030 and then NEW Access Code 8765293.*

**Executive Board Attendees:** Bob Harrison (Chair), Issaquah; Sabra Schneider for Toni Cramer for Brad Miyake, Bellevue; Mike Kaser for Noel Treat, Mercer Island; PJ Rodriguez for Bob Larson, Snoqualmie; Tracey Dunlap for Kurt Triplet, Kirkland; Nany Ousley for Rob Karlinsey, Kenmore.

**Operations Board Attendees:** Brenda Cooper (Co-Chair), Kirkland.

**Other Staff:** Tracy Jones (Executive Director, eCityGov);

### Call to Order

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The meeting was called to order at 1:05pm by Bob Harrison.

### Consent Items

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Approval of July 30, 2015 Executive Board Meeting Minutes

A Motion was moved by Tracey to approve the July 30, 2015 minutes and approved by all.

### Strategic Issues, Planning and/or Action Items

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1. Financial Policy update

- a. The Board review additional language regarding Reserves for Unrestricted Programs in Section 7.B and the revised Investment Policy in Section 7.E, Reserves.

Motion: Nancy moved to approve the revised language, Tracey seconded and all were in favor.

2. Update on eCityGov Priorities

- a. Learning Opportunities: There are two learning opportunities coming up. Open Data Discussion lead by Will Saunders (WA state) and Athlan Lathan (Socrata) on Friday, September 18, 10:00-11:00am, Council Chambers at Mercer Island and Smart City Overview lead by Chelo Picard (Bellevue) on Friday, October 2, 10:00-11:00am, the location TBD.

- b. NWMap Strategy: eCityGov is submitting a purchase order so that Slalom can begin work. The goal is to have a recommendation by year end, but the work may slide into January 2016 if the necessary meetings cannot be set-up.

3. ICMA Conference Sponsorship

- a. Bob asked if the Board would be interested in sponsoring the ICMA this year since it is being hosted in Seattle. The Board discussed and agreed that it is a good opportunity for eCityGov visibility.

Motion: Nancy made a motion for the Alliance to sponsor the ICMA Conference in the amount of \$500 this year, Tracey seconded and all were in favor.

4. Performance Review for Executive Director

- a. Bob said that it is time for the Executive Director's annual review. He asked if it was appropriate for the ED to write a memo of her accomplishments and for Toni and himself to get feedback from the Board and conduct the review. Mike stated that the review process sounds fine, as long as everyone has the opportunity to comment on the ED's performance.

Motion: Mike made a motion for Bob and Toni to gather feedback and conducted the performance review, PJ seconded and all were in favor.

## **Adjournment**

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A Motion was moved to adjourn the meeting and approved by all.