

South Portland City Council
Position Paper of the City Manager

Subject:

ORDER #53-17/18 – Appointing the Voting Delegate to the 2017 Maine Municipal Association’s Annual Business Meeting. Passage requires majority vote.

Position:

I am recommending the appointment of Councilor Susan Henderson as South Portland’s voting delegate at the Maine Municipal Association’s (MMA) 2017 Annual Business Meeting. The MMA bylaws entitle each of their member communities to one voting representative at its business meeting, which will be held October 4, 2017. It is important to note that our own City Councilor Linda Cohen is the new Board President of MMA.

Requested Action:

Council passage of ORDER #53-17/18.



City Manager



CITY OF SOUTH PORTLAND

PATRICIA A. SMITH
Mayor

SCOTT T. MORELLI
City Manager

EMILY F. SCULLY
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

**IN CITY COUNCIL
ORDER #53-17/18**

District One
CLAUDE V. Z. MORGAN

District Two
PATRICIA A. SMITH

District Three
EBEN C. ROSE

District Four
LINDA C. COHEN

District Five
BRAD FOX

At Large
MAXINE R. BEECHER

At Large
SUSAN J. HENDERSON

ORDERED, that the Mayor be and hereby is authorized to sign the attached Maine Municipal Association Voting Delegate Credentials form naming Susan Henderson as the City of South Portland's Voting Delegate for the 2017 MMA Annual Business Meeting.

Fiscal Note: Less than \$1,000

Date: September 18, 2017



Maine Municipal
Association

60 COMMUNITY DRIVE
AUGUSTA, MAINE 04330-9486
(207) 623-8428
www.memun.org

MEMORANDUM

TO: Key Municipal Officials of MMA Member Cities, Towns and Plantations
FROM: Stephen W. Gove, Executive Director
DATE: September 1, 2017
SUBJECT: Voting Credentials for MMA Annual Business Meeting

The Maine Municipal Association Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will take place on **Wednesday, October 4, 2017, at 1:30 p.m. in the Cumberland Room at the Augusta Civic Center.** The MMA Bylaws entitle each member community to one (1) voting representative.

Enclosed please find the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. We have also attached the Proposed Agenda for the MMA Annual Business Meeting for your reference. The current MMA Bylaws as adopted in 2013 will be available at the MMA Annual Business Meeting or may be viewed on the MMA website at:

<http://www.memun.org/public/MMA/Gov/bylaws.pdf>.

Please note that the MMA Executive Committee is not putting forth any proposed amendments to the MMA bylaws for this year. If you plan to be at the MMA Annual Convention and would like to have a Voting Delegate represent your municipality, please complete the MMA Voting Delegate Credential Form and return to our office by **Tuesday, October 3, 2017** or bring it with you to the MMA Annual Business Meeting. We have provided a self-addressed, self-stamped envelope for your convenience.

We look forward to seeing you at this year's 81st MMA Annual Convention at the Augusta Civic Center. We have a great line up of speakers, workshops and networking opportunities at this year's convention. If you have any questions on this information, please contact Theresa Chavarie at 1-800-452-8786 ext. 2211 or in the Augusta area at 623-8428.

**MAINE MUNICIPAL ASSOCIATION
VOTING DELEGATE CREDENTIALS**

_____ is hereby designated as the official Voting Delegate and
(name)
_____ as the alternate voting delegate for _____
(name) (municipality)
to the Maine Municipal Association Annual Business Meeting which is scheduled to be held,
Wednesday, October 4, 2017, 1:30 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: _____ Municipality: _____

Signed by a Municipal Official designated by a majority of Municipal Officers:

Name: _____ Position: _____

Or Signed by a Majority of Municipal Officers:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please return this form no later than **Tuesday, October 3, 2017** or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

**MMA Annual Business Meeting
Maine Municipal Association
60 Community Drive
Augusta, Maine 04330
FAX: 207-626-3358**

**Maine Municipal Association
Annual Business Meeting
Wednesday, October 4, 2017
1:30 – 2:15 p.m.
Augusta Civic Center, Augusta, Maine
Cumberland Room**

PROPOSED AGENDA

1. **Introductions and Welcoming Remarks** – MMA President Laurie Smith
(Town Manager, Kennebunkport)
2. **Approval of 2016 MMA Annual Business Meeting Minutes** – Laurie Smith
3. **Introduction of New Executive Committee Members** – Laurie Smith
4. **MMA President's Report** – Laurie Smith
5. **Executive Director's Report** – Stephen Gove, MMA Executive Director
6. **Other Business** (*comments from the floor*)
7. **Adjournment**