

**MONTANA  
ASSOCIATION OF  
COUNTIES**

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**BOARD OF DIRECTORS  
Thursday, September 27, 2007  
Canadian Room  
Best Western Heritage Inn  
Great Falls, MT  
7:30 A.M.**

**MINUTES**

**MEMBERS PRESENT**

**Officers**

Cyndi Johnson, President  
 Mike McGinley, 1<sup>st</sup> Vice President  
 Carl Seilstad, 2<sup>nd</sup> Vice President  
 Allan Underdal, Fiscal Officer  
 Greg Chilcott, Urban Representative  
 John Prinkki, Past President

**District Chairs**

Richard Dunbar, District #1  
 Mark Rehbein, District #2  
 Donald Reiger, District #3  
 Harvey Worrall, District #4  
 Arnie Gettel, District #5  
 Jerome Kolar, District #6  
 Maureen Davey, District #7  
 Andy Hunthausen, District #8  
Representative

Bernie Lucas, District #9  
 Paddy Trusler, District #10  
Representative  
 Judy Stang, District #11  
 Tom Rice, District #12

**Association Representatives**

Leo Gallagher, County Attorneys  
 Cyndy Maxwell, Clerk and Recorders  
 Marilyn Hollister, Clerks of Court  
 Richard Brown, Coroners  
 Gary A. Olsen, Magistrates  
 T. Gregory Hintz,  
Sheriff & Peace Officers  
 Jo Anne Johnson, Treasurers  
 Diane Inbody,  
School Superintendents

Others Present: Harold Blattie, MACo Executive Director; Sheryl Wood, MACo Associate  
Director; Tom Swindle, MACo Finance Officer

**MACo**

**1. Roll Call – Introductions**

President Johnson called the meeting to order. Roll call and introductions were conducted.

**2. President's Welcome – Cynthia Johnson, MACo President**

President Johnson welcomed new Board members and thanked continuing members for their commitment and service to the Association.

**a. Board Member Duties & Responsibilities**

Director Blattie reviewed a PowerPoint presentation on the duties of Directors. The presentation outlined three primary duties as: Duty of Care; Duty of Loyalty; and Duty of Obedience. The presentation also reminded Board members "powers must be exercised in good faith and to serve a public purpose".

**b. Conflict of Interest Disclosure**

Harold asked the Board to consider adopting a policy that all Board members sign a conflict of interest disclosure statement. He noted that all NACo Board members are required to sign a disclosure, and a MACo statement could be modeled after the NACo version.

President Johnson noted that there is potential benefit for NACo Board members by virtue of their service, with respect to the decisions they make regarding NACo vendors, contracts and sponsorships.

Commissioner Chilcott stated that in order to mitigate liability and exposure, it would be a good idea to have disclosures on hand.

Commissioner Stang reported that typically on other boards, the chair asks if there are any conflicts of interest at the start of the meeting.

**c. District Chair Duties & Responsibilities**

District Chairs were informed that it is their duty to submit the proposed agenda to their respective members, with input from Association staff. District chairs are also responsible to have the minutes taken and prepared, and it was requested they be sent to the MACo office.

District Chairs were also reminded that they can hold District Meetings at any time, and MACo maintains distribution lists that can be imported if Outlook is used as the e-mail client.

**3. Committee Appointments – Cynthia Johnson, MACo President**

President Johnson informed the Board that biographies and requests for appointment are being gathered, and reminded all members to turn them in if they had not done so. Staff was directed to post the form on the website so those who did not attend the conference would have an opportunity to respond.

**4. Budget/Finance – Harold Blattie, Executive Director**

Sheryl Wood informed the Board that the Scholarship Contributions Income budgeted line item is incorrectly labeled on the P&L distributed at the September 23 meeting. This line item is actually the Sponsorship line item and encompasses the sponsorships received from the Department of Commerce, the Secretary of State and MDU.

Director Blattie reported that he would like to provide some clarification to some of the statements made to the Board at the previous meeting by Mr. Woy, from Anderson-ZurMuehlin.

Director Blattie reported that Mr. Woy had somewhat mis-stated some of the issues, such as the FDIC insurance on our cash balances. Mr. Woy failed to note in the audit that these funds are in a collateralized sweep account, and are not in a standard account with a \$100,000 FDIC limit.

Additionally, Director Blattie reported that our finances are in very good shape, and our accounting is sound. Regarding Mr. Woy's recommendation for monthly billing to the Pools, the recently adopted Service Agreements will allow for that.

Tom Swindle clarified that there was not a cash loss for FY 06. Even though Mr. Woy reported this as "lost cash", and stated that MACo is subsidizing the pools, this discrepancy is only due to the receivables pending transfer from the pool accounts. There is, in fact, no "lost" cash, and MACo is in no way subsidizing the Pools.

Director Blattie noted that since this is the first audit AZ has conducted, Mr. Woy may not have understood how to adequately present the findings to the Board. Commissioner Trusler commented that the auditor needs to know how the Board wants the information presented. Director Blattie will be scheduling a meeting with Mr. Woy to clarify these issues.

**5. Staff Policy and Procedures Manual – Harold Blattie, Executive Director**

Per the MACo By-Laws, the Board of Directors is required to annually review and adopt the MACo Staff Policies and Procedures Manual. He requested the Board adopt the manual, and noted there are no changes since the Board approved updates in June, 2007.

Greg Chilcott moved and Harvey Worrall seconded to approve and adopt the MACo Staff Policy and Procedures Manual as presented. Motion carried.

**6. Other Business**

**a. Calendar of Upcoming Events**

MACo staff reviewed a number of upcoming meetings and events.

**b. December Board Meeting**

Discussion was held regarding the need for a Board meeting in December during the Elected Officials Training/Commissioner Certification Program. President Johnson suggested a workshop be held regarding fraud training, as the one conducted during this conference was very informative, but not all members could attend.

Commissioner Prinkki suggested having a session on legislative issues, such as a meeting with Mary Sexton, Director of DNRC regarding Wildland Urban Interface and Weed Control on State Lands.

Commissioner Trusler suggested having a session on the MACo legislative process and what constitutes an "Emergency" resolution. He expressed concern that the resolutions passed during the conference were not "emergency" issues. Commissioners Davey and Reiger disagreed, stating the proposed split-state/buffer zone for Brucellosis is an emergency issue, as it needs immediate attention and cannot wait for the next legislative session.

It was suggested that all Committee chairs be invited to the December meeting to address the actions and involvement of committees in the resolution and legislative process. Director Blattie outlined a bit of history regarding committees, noting they did not meet for a number of years. While he was President of the Association, he changed the process to include committee meetings at conferences to encourage their active participation. This also helped keep travel costs to a minimum. He reported that a meeting of all committees was held in Lewistown and the approximate cost was \$16,000.

#### **c. Affiliate Board Member Travel Costs**

Director Blattie noted that there is some confusion regarding the payment of travel costs for Affiliate Board members. He requested clarification from the Board as to how staff is to handle requests for travel reimbursements for Affiliate Board members.

Marilyn Hollister reported that her county pays her travel, and the Clerks of Court Association values their position on our Board. Gary Olsen reported that the Magistrates pay his travel, and that his Association also feels strongly about their relationship with MACo.

Commissioner Rehbein suggested that the Sunday meeting held during the conference be kept to a business meeting, and MACo pay Affiliate member travel costs for that meeting. The Thursday meeting should be limited to an organizational meeting, and Affiliate members would need to pay their own travel for attendance.

Director Blattie noted that MACo is scheduling a Conference of County Officials meeting in November, and he would visit with the Affiliate Association representatives about this matter to gain their input.

Affiliate Associations were asked to notify MACo of their meetings, so staff could schedule to attend and could also post it on their website and in their newsletter.

**d. TV's for Vets**

The Board was provided a copy of the information received from Lt. Governor Bohlinger regarding a request for a donation to upgrade televisions in veterans' hospitals and homes. Commissioner Chilcott noted that counties already contribute a considerable amount for veteran burials. The amount used to be \$50 per burial, and is now \$250 per burial. He added that Ravalli County spent over \$30,000 last year on veteran's burials.

Commissioner Prinkki noted that counties do not have the budget authority for this request.

Mark Rehbein moved and Paddy Trusler seconded to deny the request. Motion carried.

**e. Digital TV's**

Following discussion, the Board requested that this issue be presented to the membership during a general session at the Midwinter Conference.

**f. Clark Fork River Basin Conference**

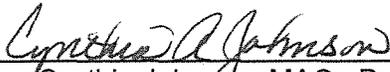
Commissioner Trusler reported that he is at the meeting to represent the Public Lands Committee on this issue. He further reported that he was a speaker at the last conference, and this is a regional/county issue. The Public Lands Committee recommends the MACo Board support and approve the request to co-sponsor this event.

President Johnson noted that MACo needs to be an advocate for the discussion – but not necessarily the decision.

John Prinkki moved and Greg Chilcott seconded to approve the request for sponsorship. Motion carried.

There being no further business to come before the Board, the meeting was adjourned.

Approved this 10<sup>th</sup> day of December 2007.

  
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Cynthia Johnson, MACo President

  
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L. Harold Blattie, MACo Executive Director