



**URBAN MANAGEMENT ASSISTANTS OF NORTH TEXAS  
2018 Executive Committee Meeting  
June 15, 2018  
Conference Call**

The following members were present:

Laurie Garber  
Lauren LaNeave  
Andrew Kloefkorn  
Letecia McNatt  
Cassie Tucker

- 1) **Call to Order**  
-Krystle could not be on the call so Laurie called the meeting to order at 12:03pm.
- 2) **Approval of April and May Meeting Minutes**  
-A quorum was not present so a vote was not taken. The April and May minutes will be voted on at the next meeting.
- 3) **2019 Officer Elections**  
-Laurie reminded the group that the year is half-way over so it's time to start thinking about plans for next year. She encouraged committee members to consider running for one of the four officer positions. She stated that Krystle would be sending nomination forms to the Executive Committee and the entire UMANT membership on Monday, July 16. Nominations and Candidate statement would be due August, 15. Voting would be conducted through SurveyMonkey September 4 through September 28. Officer positions would be announced October 1. Laurie encouraged the group to contact any of the current officers with questions about what their positions entail and their experience in serving. She reminded everyone that position descriptions are also located in the UMANT bylaws. She again reminded everyone of the dates.
- 4) **Debrief: May Professional Development Event**  
-Lauren L. explained that Jennifer McFadden, John Crawford, and Charles Cox were the speakers and all brought unique perspective and value to the event. 25 guests were in attendance and registration closed at 27 which was under the goal, but the event cost-recovered. Lauren said they received great feedback, noting it was a good mix of leadership and technical experience. Chick-fil-a catered which was a hit.
- 5) **Update: Mentorship Tours**  
-Cassie helped provide an update for her co-chair Ben, who she explained is the event lead. She noted that 3 speakers were confirmed and that a marketing push was needed. Cassie indicated that the flyer on the website was difficult to read and when you click on the event, no detail is displayed. Laurie committed to correcting the issue.

Cassie explained the event would begin at Grapevine City Hall and the panel would discuss unique development projects in their respective cities. This would include the Grapevine Main Street Project, the Southlake public/private partnership regarding the local specialty shop project, and



the Flower Mound River Walk Development. After the initial discussion, the group will divide and drive to a project of interest where they will receive an in-depth tour from the presenter. They hope to have 20-21 attendees for groups of 6-7 on each tour. Lunch will be provided during the panel discussion in Grapevine. Cassie explained that the goal with Trends and Tours is to focus on Economic Development projects this year and next year, have a Trends and Tours focusing on a different technical piece like Public Works, for example. Laurie encouraged members of the Executive Committee to register for the event sooner than later.

6) **Assistants' Reception at TCMA Conference**

-Laurie encouraged all who were attending the TCMA conference next week to stop by the assistants' reception to represent UMANT.

7) **Long Range: One Day Conference**

-Letecia stated they hope to have 75 attendees at the Conference. She said Brittney Huff from UNT PASA is assisting Andrew with Planning which has been helpful since they are both in Grand Prairie. Letecia noted that Brittney's involvement would be beneficial in increasing student registration. The Conference would be held on Nov 16.

8) **Other Business**

-None.

7) **Future EC Meetings**

- The July meeting is cancelled. The next meeting will be held August 17. Laurie will email meeting details as the date approaches.

Laurie adjourned the meeting at 12:18pm.

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Krystle Nelinson  
President

ATTEST:

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Laurie Garber  
Secretary