

January 22, 2008

To: CMTA Board

From: Debbie Michel, League of Cities Liaison to CMTA

Since the last Board meeting in October, I've done the following:

- Sent out additional Treasurer's Handbooks to division chairs. A quick reminder – if you need them for upcoming meetings to hand out for FREE, please let me know (a week or two lead time is much appreciated).
- Ran list of new members for upcoming newsletter.
- Updated list serves.
- Generated mailing labels and excel spreadsheet of members as requested for conference/other events.
- Attempted to switch accounts from regular banking with Bank of America to government banking. There are still a few left to switch, including the conference account and Division 5. I'm also in the process of adding a new signer to Division 9. All checks have been sent to the appropriate division contact.

Items for discussion:

- Treasurer's Resolution
- Account analysis fees for government banking accounts.

Membership Statistics:

I will e-mail copies of the membership statistics to the group prior to the Board meeting, and I'll also bring a few extra copies with me.