

**Urban Management Assistants of North Texas  
Strategic Planning Retreat  
Friday, November 6, 2020, 2:00 p.m.  
UberConference TeleConference  
Meeting Minutes**

**Present:**

<b>Officers</b>	<input type="checkbox"/> Lauren Rose (President) <input checked="" type="checkbox"/> Laurie Wilson (Vice) <input type="checkbox"/> Lauren LaNeave (Treasury) (2:06) <input checked="" type="checkbox"/> Imelda Speck (Secretary)	
	<b>Chair</b>	<b>Members</b>
<b>Communications</b>	<input type="checkbox"/> Amanda Valdez	<input type="checkbox"/> Chelsey Gordon <input type="checkbox"/> Erin Winn <input type="checkbox"/> Matt Yager <input type="checkbox"/> Bernadette McCranie
<b>Membership</b>	<input checked="" type="checkbox"/> Major Youngblood	<input type="checkbox"/> Sena Nyaku
<b>Networking &amp; Mentorship</b>	<input checked="" type="checkbox"/> Brittney Huff (3:06)	<input type="checkbox"/> Jerod Potts <input type="checkbox"/> Stephen Marcus <input type="checkbox"/> Chandra Washington
<b>Professional Development</b>	<input checked="" type="checkbox"/> Letecia McNatt <input type="checkbox"/> Kimberly Garduno (Vice)	<input type="checkbox"/> Kate Hawley
<b>Special Events</b>	<input checked="" type="checkbox"/> Brett Cast <input type="checkbox"/> Don Robinson (Vice)	<input checked="" type="checkbox"/> Carey Neal

**1. Approval of October 2, 2020 Meeting Minutes**

Letecia motioned for approval of the minutes and Brett seconded the motion. The motion passed unanimously.

**2. Canvassing of Elections**

Results:

President: Laurie Wilson  
Vice President: Lauren LaNeave  
Treasury: Imelda Speck  
Secretary: Brittney Huff

Carey motioned for approval and Brittney seconded the motion. The motion was passed unanimously

### **3. 2021 Executive Committee**

Laurie shared that the 2021 Officers met to review the applications and was happy to share the group received several new interests from members. The following are the 2021 Executive Committee assignments.

#### Communications

Chair: Colby Collins

Members: Blake Hoffman

Officer Liaison: Brittney Huff

#### Networking & Mentorship

Chair: Brett Cast

Members: Miguel Esparza, Kaitlyn Male

Officer Liaison: Brittney

#### Membership

Chair: Major Youngblood

Members: Valencia Garcia

Officer Liaison: Imelda Speck

#### Special Events

Chair: Carey Neal

Members: Kallie Tanner, Maya Williams, Chloe Sawatzky

Officer Liaison: Imelda Speck

#### Professional

Chair: Kate Graham

Members: Lauren Haze

Officer Liaison: Laurie Wilson

### **4. Strategic Planning Session Dates**

It was mentioned that Intrinsic would not be available and was suggested the square would still be available. However, Letecia confirmed it would not be due to an event happening that day. Laurie suggested another location at 3 Nations Brewery in downtown Carrollton. This event will combine UMANT's end of year event and Strategic Planning Session.

## **5. Committee Updates**

### **Networking & Mentorship**

End of year event is planned for December 12<sup>th</sup> and planned from 10 am – 3 pm. As noted, the event will be moving from downtown Garland. Will check out downtown Carrollton.

### **Professional Development**

101 Series – Candidate 101

- Scheduled for November 19<sup>th</sup>. Committee asked for continued promotion of the event. There are 23 registered as of today.
- Jennifer Fadden will host and the other panelist have been provided by SGR.
- Panelists are Doug Thomas and Lynn Barboza of SGR, Mario Canizares (the newly appointed city manager of Nacogdoches, Texas) and Graham Caulfield (Expert Resume Man).
- [Doug](#) and [Lynn](#)'s bios are linked here; Mario's LinkedIn profile ([Mario Canizares](#)) and [Graham Caulfield](#)'s website.

### **Membership & Partnerships**

200 memberships as of today.

Laurie stated that we have gotten the alert UMANT has exceeded the 500 contact capacity and need to do a clean out of old and archived memberships. Imelda noted it is not just member lists but looking at contacts that can receive e-mails who do not have memberships. Laurie will follow-up regarding price increase with increase contact list.

### **Communications**

No updates

### **Special Events**

*One day Conference*

- Recap: 87 people participated. The Committee will go through and see how many from each assistant groups attended. Starbucks giftcards were selected as speaker gifts and were sent out.
- Thoughts for improvement:
  - o Formatting – Change to splitting into 2 events so it is not as long
- Committee is getting videos into drop box to send out recordings and seeing how to get recordings out to registrants and how to provide ability to purchase access to recordings after.

6. **General Meeting Items**

None

7. **Next Meeting: December 12, 2020 – Strategic Planning.**