



BETTER COMMUNITIES THROUGH
SOUND GOVERNMENT

DRAFT AGENDA
February 4th at 5:00pm
Hilton Downtown Richmond
Board Room

- I. **Call to Order**
- II. **Approval of Minutes – June**
- III. **Staff General Assembly Updates**
- IV. **Proposal by Sorensen – MG will outline the opportunity**
- V. **Strategic Plan – Follow Up**
 - a. Discussion of Financials and Budget
- VI. **Future Meetings**
 - a. June 25-26th, Sweet Briar College
 - b. October 9th, Norfolk
 - c. February Legislative Day
 - d. May/June
 - e. October

MEETING RHYTHM

Meeting 1 – June - Strategic Planning Retreat (Richmond)

Create annual workplan (incl. revenue, programming, etc.)

Approve Budget

Meeting 2 – October (Conference location)

Next year's dates

Meeting 3 – December (President's Locality)

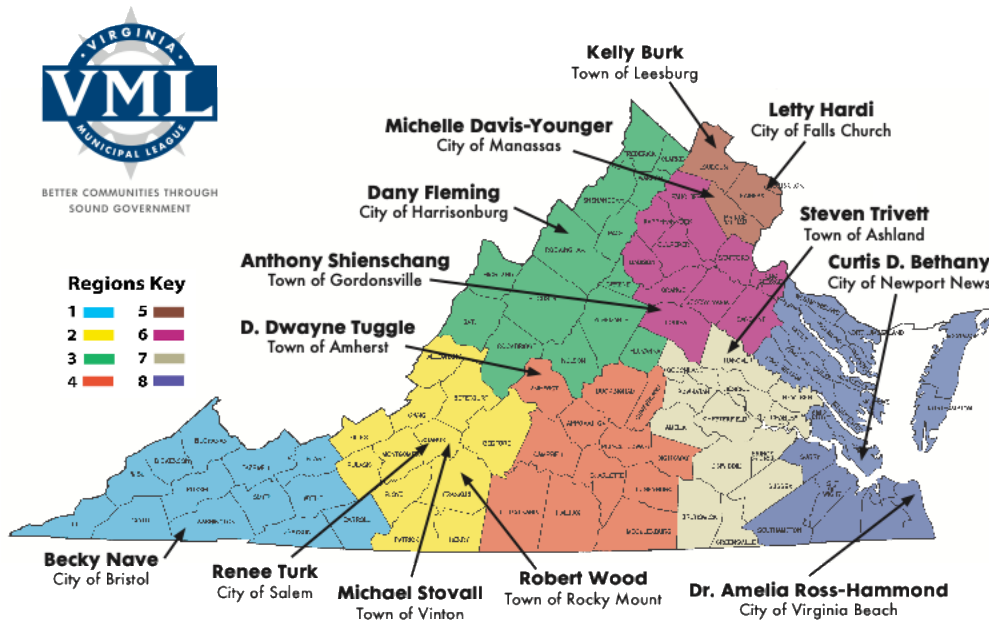
Celebrate President's Locality

Meeting 4 – January/February (Richmond)

Legislative Update

VML Board of Directors

as of January, 2026



STRATEGIC GOALS

- Elevate the Impact of Local Government by Strengthening Relationships with and Between Municipalities**
 - 1.1. Increase connection with our locality members across the state
 - 1.2. Grow our outreach and support with municipal staffs
 - 1.3. Facilitate collaborative peer-to-peer connections
- Accelerate Local Elected Official and Municipal Staff Impact Through Expanded Value-Added Programming**
 - 2.1. Expand support for newly elected officials
 - 2.2. Bolster education through strategic partnerships with higher education
 - 2.3. Maintain strong advocacy efforts and grow member voice with the General Assembly
 - 2.4. Emphasize member localities' leading practices and successes
 - 2.5. Establish member connections leveraging 21st century communication
- Cultivate 21st Century Leadership By Streamlining Our Governance Structure**
 - 3.1. Update our governance structure to include a broader range of municipal voices
 - 3.2. Designate and articulate clear entry-points and pathways for leadership participation by members
 - 3.3. Fully deploy and empower VML staff
 - 3.4. Renew membership categories for broader participation and engagement
- Support Strategic Initiatives Through Organizational Strength**
 - 4.1. Align current and new staff to support stronger relationships and member value
 - 4.2. Cultivate a strong brand through focused and strategic communication
 - 4.3. Re-envision the annual conference to strengthen relationships, engage members, and equip members for excellent leadership

**MINUTES
VML BOARD OF DIRECTORS
PHONE CALL
January 13, 2026**

In attendance: Steve Trivett, Dwayne Tuggle, Michelle Davis-Younger, Mike Stovall, Kelly Burk, Letty Hardi (was let in at 10:08am), Renee Turk, Curtis Bethany, Robert Wood, Dany Fleming, Michelle Gowdy (Executive Director)

Call to Order: President Tuggle called the meeting to order at 10:02am

Summary of Financial Issues: A summary of the issues with Compass was provided by Ms. Gowdy. General Discussion occurred.

The Board Requested a meeting with Chris Jones of Sinnott, Nuckols and Logan which Ms. Gowdy agreed to schedule.

Adjournment. The meeting was adjourned at 10:43am.

**MINUTES
VML BOARD OF DIRECTORS
PHONE CALL
January 22, 2026**

In attendance: Steve Trivett, Dwayne Tuggle, Michelle Davis-Younger, Mike Stovall, Kelly Burk, Letty Hardi, Renee Turk (let in late), Curtis Bethany, Robert Wood, Dany Fleming, Becky Nave, Michelle Gowdy (Executive Director), Rebecca Rowe (Chief Administrative Officer)

Call to Order: Chris Jones, Sinnott, Nuckols and Logan began the meeting at 11:00am.

Summary of Financial Issues: A summary of the issues with Compass was provided by Mr. Jones and then he answered questions about the issues.

Adjournment. The meeting was adjourned at 11:31am.

Respectfully submitted,

Michelle Gowdy
Executive Director

**MINUTES
VML BOARD OF DIRECTORS
HOTEL ROANOKE
October 10, 2025, 5:00pm**

In attendance: Steve Trivett, Dwayne Tuggle, Michelle Davis-Younger, Phil Miskovic, Kelly Burk, Letty Hardi, Becky Nave, Curtis Bethany, Robert Wood, A.D. “Chuckie Reid”, Michelle Gowdy (Executive Director)

Call to Order: President Trivett called the meeting to order at 5:05pm.

Virginia Risk Sharing Association (VRSA) Presentation: Peter Stephenson, Local Government Specialist provided facts about VRSA and their association with VML.

Consideration of Minutes: The Board considered minutes from their June meeting. A motion was made and passed unanimously to approve the minutes.

VML/VACo Finance: Robert Lauterburg, Managing Director of VML/VACo Finance provided their yearly update to the Board.

Strategic Plan – New Updates: Staff reported that Chris Bennett of Spark Mill submitted his resignation and that Sarah Milton will be our new point of contact.

Review of Financials: Staff provided copies of the financial statements, and they were accepted by the Board.

Adjournment. The meeting was adjourned at 5:59pm.

Respectfully submitted,

Michelle Gowdy
Executive Director

Statement of Financial Position
VIRGINIA MUNICIPAL LEAGUE
As of November 30, 2025

	Total
Assets	
Current Assets	
Bank Accounts	
1005 Cash - Operating	
1000 Cash - Operating 3357	\$ 184,858.79
1002 Cash-Operating New 1603	240,336.28
Total for 1005 Cash - Operating	425,195.07
Total for 1050 Local Govnt Investment Pool	3,875,015.75
1060 M & T Sweep Account	1,324,607.87
Total for Bank Accounts	\$ 5,624,818.69
Accounts Receivable	
1500 Net Due to/from Affiliates	-
Total for 1500 Net Due to/from Affiliates	(91,842.14)
1520 Due from VACP	(27,750.00)
Total for Accounts Receivable	\$ (119,592.14)
Other Current Assets	
1450 Prepaid Expenditures	-
Total for Other Current Assets	-
Total for Current Assets	\$ 5,505,226.55
Fixed Assets	
1600 Fixed Assets - Net	
1601 Building	\$ 328,709.32
1605 Acc Depreciation - Building	(232,212.10)
1610 Land	144,799.54
1615 Work in Progress	159,555.34
1620 Furniture, etc.	76,390.28
1625 Acc Dep - Furniture, etc.	(76,390.28)
1640 Building Renovations	348,365.33
1645 Acc Dep - Building Renovations	(248,848.37)
1660 Computers & Equipment	164,627.83
1665 Acc Dep - Computers & Equip	(102,473.79)
1670 Other Capital Expenditures	34,216.64
1675 Acc Dep - Other Capital Exp	(34,216.64)
Total for 1600 Fixed Assets - Net	562,523.10
Total for Fixed Assets	562,523.10
Total for Assets	\$ 6,067,749.65
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	

2000 Accounts Payable	\$	63,580.93
Total for Accounts Payable		63,580.93
Credit Cards		
2001 Credit Card		39,730.09
Total for Credit Cards		39,730.09
Other Current Liabilities		
2004 Credit Card Fees Due		1,489.22
2090 Pension Payable		6,355.94
2123 Def Inc - Conference Sponsor		149,785.14
Total for Other Current Liabilities		157,630.30
Total for Current Liabilities		260,941.32
Long-term Liabilities		
2150 Accrued Vacation		190,097.07
2180 Lease Obligation		4,411.30
2181 Lease liability-Building		128,314.32
Total for Long-term Liabilities		322,822.69
Total for Liabilities	\$	583,764.01
Equity		
3000 Cur Unrestrict Bal/Mem Equity		3,638,454.08
Total for Liabilities and Equity	\$	6,067,749.65

Statement of Activity

VIRGINIA MUNICIPAL LEAGUE

July 1-November 30, 2025

	Total
Income	
Advocacy	
4070 Local Government Day	3,135.00
4320 Rent Payments During GA	10,800.00
Total for Advocacy	\$13,935.00
Annual Conference	
4050 Conference Registration	124,403.21
4055 Conference Sponsorship	2,500.00
Total for Annual Conference	\$126,903.21
Membership Dues	
4000 Regular Dues	1,271,266.24
4010 Associate Dues	98,139.00
4030 Sustaining Dues	135,500.00
Total for Membership Dues	\$1,504,905.24
Publications	
4290 Online Classified Advertising	6,396.80
Total for Publications	\$6,396.80
Sponsorships	
4095 VML Bond/Finance Program	103,991.31
4200 US Communities Program	20,513.65
Total for Sponsorships	\$124,504.96
Workshops/Seminars	
4130 Other Workshops/Seminars	6,470.00
4190 Newly Elected Officials	1,515.00
Total for Workshops/Seminars	\$7,985.00
Total for Income	\$1,784,630.21
Expenses	
Advocacy Expenses	
5807 Outside Contracts	39,906.59
Total for Advocacy Expenses	\$39,906.59
Annual Conference Expenses	
5665 Conference	189,002.24
5710 Annual Conf - Other Expense	6,260.79
5711 Annual Conf - Mkting & Promotion	2,887.23
5716 Annual Conf - Speakers/ Entertainment	10,426.00
5717 Annual Conf - Travel/Transport	117.87
5718 Annual Conf - Supplies	4,113.54
5719 Annual Conf - Staff Exp	916.00
Total for Annual Conference Expenses	\$213,723.67

Compensation and Benefits

5000 Salaries	506,259.46
5001 Overtime Salaries	4,209.52
5010 Social Security Tax	28,119.47
5020 Medicare Tax	7,309.02
5030 Life Insurance	3,084.68
5040 401 Pension Plan	42,434.82
5045 RHSP	2,269.66
5050 Health Insurance	44,669.20
5051 Health Insurance - dependent	15,722.80
5060 Dental Coverage	2,221.45
5070 Long Term Disability	2,035.40
5080 Short Term Disability	1,233.40
5110 Wellness	125.00
5130 Contract Labor	60,928.40
5140 Payroll Service Fee	2,929.00
5210 Employee Parking	3,325.00

Total for Compensation and Benefits	\$726,876.28
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Executive Committee

5620 Exec Comm - Other	3,088.92
5621 Exec Comm - Meetings	2,262.62
5622 Exec Comm - Travel	2,757.95

Total for Executive Committee	\$8,109.49
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General Operating Expenses

5225 VML Transportation & Parking	6,230.52
5240 Lodging	15,509.14
5250 Meals	6,097.76
5320 VML Phone Services	1,693.87
5330 VML Computer Equipment	79.47
5365 IT Services	9,174.47
5375 Software Purchase/Subscription	15,804.73
5410 Internet Services	1,139.56
5415 Website	1,151.64
5420 Telephone - Cellular	1,875.36
5460 Copier Expense	2,343.25
5500 Office Equip - Purch/Lease	2,171.07
5550 Maintenance & Repairs	2,482.71
5560 Office Utilities	2,744.65
5600 Office Supplies	9,039.03
5610 Postage	8,158.85
5626 Fiscal/Consulting Services	33,264.20
5640 Legal Services	39,541.65
5660 Seminar & Conf Registration Fees	52,167.35
5670 Dues Licenses & Certifications	1,885.00
5690 Insurance Expense	32,594.32

5700 Subscriptions	275.88
5806 Rent	48,958.78
Total for General Operating Expenses	\$294,383.26
Miscellaneous	
5090 Employee Training	1,089.95
5570 Real Estate Tax	5,573.46
5675 Banking Fees	7,022.20
5881 Promotional Items	2,167.97
5999 Miscellaneous Expense	2,328.55
Total for Miscellaneous	\$18,182.13
Publications Expenses	
5751 VTC Printing	25,719.00
Total for Publications Expenses	\$25,719.00
Workshops/Seminars expenses	
5760 Other Workshops & Seminars	13,971.38
5842 VML Events at NLC	15,510.59
Total for Workshops/Seminars expenses	\$29,481.97
Total for Expenses	\$1,356,382.39
Net Operating Income	\$428,247.82
Other Income	
4500 Other Income	
4120 Investment Income	73,511.73
Total for 4500 Other Income	\$73,511.73
Net Income	\$501,759.55