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## COUNCIL ACTION SUMMARY SHEET

**MEETING DATE:** November 12, 2024

**TOPIC** New Council Member Training and Orientation

### BACKGROUND BRIEF:

Administration congratulates the newly elected members of the Village Council and looks forward to a close working relationship with the new Council. As a first step in assisting Council members to become acclimated to their new roles, Administration encourages Council to take advantage of the training opportunities offered by the Michigan Municipal League (MML). For more than a century, MML has been the premier organization providing support, assistance, advocacy, and training to municipal officials. As a member of the League, the Village is able to take advantage of the wide ranges of services MML offers. Information on the elected officials training put on by MML can be found at its web site at <https://mml.org/education-events/elected-officials-academy/elected-officials-training-programs/>.

Also, Administration would like to offer Council an opportunity to participate in a council orientation session to provide valuable information on the Village's legal structure, operations, staffing, budget and finances, and other important resources to help inform and guide the Council in its policy making role. If Council is interested having Administration plan such an orientation session, please feel free to make that request.

### SUMMARY OF PREVIOUS COUNCIL ACTION:

None

### FINANCIAL IMPACT:

There is a cost for attendance at the MML elected officials training. The Village budget includes an appropriation of \$500 per Council member for training expenses.

### RECOMMENDED MOTION:

To request that Administration proceed as soon as practicable to plan and implement an orientation session to provide information on the Village's legal structure, operations, staffing, budget and finances, and other important resources to help inform and guide Council in its policy making role, with the orientation session to be held not later than December 2024.