

COLORADO MUNICIPAL CLERKS ASSOCIATION  
JOINT MEETING OF 2001/2002  
EXECUTIVE BOARD MEETING  
ANNUAL CONFERENCE  
BRECKENRIDGE, COLORADO  
THURSDAY, NOVEMBER 15, 2001

**CALL TO ORDER:**

President Julie Jordan-Struble called the Executive Board meeting to order at 3:30 p.m., in Breckenridge, Colorado.

**MEMBERS PRESENT:**

The following members were present: President Julie Jordan-Struble, (Steamboat Springs); President-Elect Judy Egbert, (Alamosa); Secretary Suzanne Cerise, (Carbondale); Director Patty Lambert, (Silt); and Director Stephanie (Nye) Tuin, (Grand Junction); Treasurer Shirley Nichols, (Collbran) and Past President Linda Yeager, (Durango). Also in attendance were Vice President-Elect Lorelei Donaldson, (Vail); Secretary-Elect Janell Rice, (Woodland Park); and Treasurer-Elect Becky Worthen, (Canon City).

**AUDIT COMMITTEE RECOMMENDATION** – Currently the Audit Report deadline is March 31<sup>st</sup>. The Audit Committee has recommended the date be changed to a later date.

**Motion:** Linda Yeager made a motion to change the Audit Report date to April 30<sup>th</sup>. The motion was seconded by Stephanie Tuin and passed unanimously.

**BY-LAW CHANGES –**

***Discussion items –***

***Cancel Election*** - The CMCA By-laws does not have a provision to cancel an election if there is only one person running for each available office.

***Membership Dues Increase*** – The By-laws need to be amended prior to a membership dues increase.

***Adding a Corporate Sponsors Membership Fee*** – The By-laws will have to be amended to include a Sponsor Membership fee in the amount of \$250.00. A suggestion was made to have a special election to change the By-laws; however, the By-laws do not have a provision for a special election.

**Motion** – Patty Lambert made a motion to amend the by-laws to include a provision for Special Elections; cancel an election; increase the membership dues by \$20.00;

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and adding the Corporate Sponsor Membership fee in the amount of \$250.00. The motion was seconded and passed unanimously.

***Changing Membership Forms*** - 2002 Chair Kathleen Strickland will be informed of the addition of a sponsor membership in the amount of \$250.00. This category will need to be added to the membership form.

It was suggested that when the membership forms are sent out, a request would be made to pay the increased fee. The By-laws will be amended at the November General Membership meeting.

**Corporate Sponsors Membership** – The Corporate Sponsors will receive the Communiqué and the membership list, but they will not have voting privileges.

**Unanimous Consent** - It was the consensus of the Executive Board to have the Study Committee review any other additional “perks” that the Corporate Sponsorship subscription will receive.

**Honorary Membership List** – It appears that the Honorary Membership list has been misplaced. We need to track down this list.

**CLERKS RETIRING –**

It was reported that Laura Cummins, City Clerk of Salida would be retiring. Becky Worthen and Judy Egbert will attend her last meeting to present her a card and flowers.

Diana Nikkari, City Clerk of Rifle will be leaving her position and moving to Grand Junction. Patty Lambert and Suzanne Cerise will attend her last meeting to present her a card and flowers.

**PURCHASE OF DIGITAL CAMERA -**

Becky Worthen made a motion to purchase a digital camera, not to exceed \$500.00. The camera will be used to take pictures for the Communiqué and for putting pictures on the Website. The motion was seconded by Lorelei Donaldson and passed unanimously.

**PURCHASE OF QUICK BOOKS UPDATE FOR TREASURER –**

Lorelei Donaldson made a motion to purchase the update for Quick Books in the amount of \$169.00. The motion was seconded by Stephanie Tuin and passed unanimously.

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**COMMUNIQUE ARTICLES –**

***Unanimous Consent*** - It was the consensus of Executive Board to direct the Communiqué Committee to acquire the aid of a member who attended the Clerks Institute and the Master Clerks Academy to write an article of the activities that took place.

**General Meeting Minutes –**

***Unanimous Consent*** – It was the consensus of the Executive Board to put the minutes of a general membership meeting on the Web Page. The minutes will not be put into the Communiqué.

**COLO TRUST SPONSORSHIP DISCUSSION –**

Patty Lambert reported that COLO Trust would be willing to provide grant money for a scholarship to CMCA. However CMCA would have to create a financial event at the Clerks Institutes.

**Unanimous Consent** – It was the consent of the Executive Board to challenge the On the Road Workshop to address some sort of financial curriculum.

This item was tabled for now.

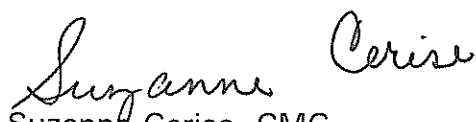
**TRANSITIONAL MEETING DATE –**

Judy Egbert announced that the Transitional Meeting would be held on January 18<sup>th</sup> in Westminster. The meeting place is yet to be determined.

**Adjournment**

Linda Yeager made a motion to adjourn the meeting. Lorelei Donaldson seconded the motion and it passed unanimously. The meeting adjourned at 5:00 p.m.

Respectfully Submitted,  
**COLORADO MUNICIPAL CLERKS ASSOCIATION**

  
Suzanne Cerise, CMC  
Town of Carbondale  
CMCA Secretary