

**COLORADO MUNICIPAL CLERKS ASSOCIATION
EXECUTIVE BOARD SPECIAL E MEETING
WEDNESDAY – JUNE 19, 2003**

1. CALL TO ORDER:

President Donaldson called the Executive Board special e meeting to order at approximately 3:48 p.m. via e mail.

2. ROLL CALL:

The following Executive Board members participated: President Lorelei Donaldson, CMC (Vail); Vice President Amy Phillips, CMC (Mancos); Past President Judy Egbert, CMC (Alamosa); Treasurer Linda Smith, CMC (Cortez); Secretary Janell Rice, CMC (Woodland Park); Director Michele Karlin, CMC (Silverthorne); and Director Sally Misare, CMC (Castle Rock).

3. CMCA MEMBERSHIP DATABASE AND RENEWAL PROCESSING:

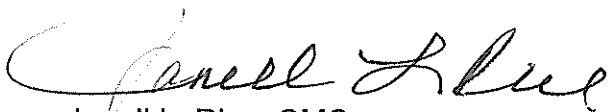
Donaldson informed the Board that the Webpage Committee was experiencing problems with the roster being updated in a timely manner. She then asked for a vote on having Kathy Barta, Fall Conference Administrator, take over the responsibilities of not only processing the renewals, but also updating the membership roster for the website in order to streamline the process and keep the information as current and accurate as possible.

Egbert motioned and Misare seconded the transferring the responsibilities of CMCA membership renewals and CMCA membership roster maintenance for the website to Kathy Barta. Motion passed unanimously.

4. ADJOURNMENT:

There being no further business before the Board, the e meeting was adjourned.

Respectfully Submitted,
COLORADO MUNICIPAL CLERKS ASSOCIATION



Janell L. Rice, CMC
City of Woodland Park
CMCA Secretary