

**COLORADO MUNICIPAL CLERKS ASSOCIATION
GENERAL BUSINESS MEETING
JUNE 18, 2009
MINUTES**

ITEM 1 – CALL TO ORDER

President Young called the meeting to order at 2:00 p.m. at the Vail Mountain Resort & Spa, Vail, Colorado.

ITEM 2 – ROLL CALL

Board Members present were: Kathryn Young, President, Presiding
Sally Misare, Vice President
Margy Greer, Secretary
Juanita Peterson, Director
Alisa Lewis, Director
Becky Walker, Past President

Absent: Linda Smith, Treasurer

Others in attendance: Anna Fine, Christina Trout, Rhonda Coxon, Cathy Rabe, Linda Yeager, Stephanie Tuin, Rachelle Lessman, Susan Phillips, Barbara Peterson, Amy Stoehrmann, Lorelei Donaldson, Terry Clodfelter, Judy Hegwood, Cindy Morse, Reba Bechtel, Lorraine Sandoval, Johanna Small, Gina Dutcher, Patti Garcia, Cheryl Grasmick

A quorum was present.

ITEM 3 – APPROVAL OF MINUTES

Sally Misare made a motion to approve the minutes of the February 8, 2009 Executive Board Meeting Minutes. It was seconded by Becky Walker.

Vote: 6 Ayes. 0 Nays. The motion carried. (Executive Board)

Susan Phillips asked that a correction be made to the person giving the Awards Committee report under Item 5 on the Minutes of the January 30, 2009 Transitional Meeting. Alisa Lewis made a motion to approve the January 30, 2009 Transitional Meeting Minutes as corrected. It was seconded by Sally Misare.

Vote: 6 Ayes. 0 Nays. The motion carried. (Executive Board)

ITEM 4 – OFFICERS' REPORTS

Vice President Sally Misare - No report.

Secretary Margy Greer – No report.

Treasurer Linda Smith – Absent. Report was attached to Agenda.

Director Juanita Peterson – No report.

Director Alisa Lewis reported on working with the website committee and the ability to link to the educational transcripts, etc. She stated it is a work in progress and will have an update for the membership at the next meeting.

Past President Becky Walker reported on her attendance at the International Conference in Chicago. She encouraged others to budget funds to be able to attend conferences and other CMCA educational opportunities. She is working with the Bylaws Committee to rewrite the Bylaws to bring them into compliance with State Statute. She will review the changes with the Committee and then send them to an attorney for review. She also stated that she would be sending out ballots immediately for a Special Election to vote on a \$20 per member dues increase to help pay for the contract with the new Director of Institute, Kathy Novak. Director Debbie Cook will be retiring.

Kathy Novak was introduced and stated that the contract negotiations were nearly complete. She spoke of her credentials and her excitement in working with the Clerks. She will be job shadowing Debbie Cook this year and learning as much as she can from her.

President Young stated that Debbie Cook was nominated for the 2009 Institute Director of the Year Award through IIMC.

Susan Phillips stated that a retirement party is being planned for Debbie Cook after the Master Academy in September. A slideshow presentation is being put together and she asked the members for photos from their graduating classes. The party will be held on the last day of Masters. There will be cake, punch, gifts and the slideshow. She stated that she is accepting donations for the party and to please send them to her at Greenwood Village. Susan Phillips also stated that Geoff Wilson of CML is checking on Amendment #41 regarding giving gifts to Debbie Cook and not through the University.

ITEM 5 – STANDING COMMITTEES

Education – President Young stated that Masters Institute is scheduled for September 23-25, 2009. Fall Conference is scheduled for November 17-20, 2009 in Keystone. Four more courses have been added to the program which have been accepted by IIMC. In addition, a “thank you” was received from a scholarship recipient who was able to go to the IIMC Conference in Chicago.

Handbook – Juanita Peterson thanked those who are undertaking reports. She is hopeful the handbook will be completed by the November deadline.

Nominating – President Young encouraged members to run for the Board and to become involved through serving on a committee.

Ways & Means – Alisa Lewis offered to help at Masters Institute by holding a “fire sale” for some of the items to help get rid of the old stock. Items are currently being stored in Durango, Grand Junction, and Longmont.

Website – Susan Phillips met with vendors to revamp and modernize the website. The committee is revamping the entire website with new graphics, banners, online commerce, online educational programs, etc. She spoke about the possibilities and many ideas that had been brought forward and is hoping to have a preview for the members in September.

Alisa Lewis spoke about the possibility of sponsorships and advertising online and the possibility of using a card with a bar code to scan to prove attendance at meetings and having that information feedback to the transcriptions on the website.

Scholarship - Deb Wolmuth stated that \$2500 has been budgeted for scholarships, same as the 2008 budget. There were two awards given to IIMC, three to CML and 23 to Institute.

ITEM 6 – TASK FORCE UPDATES

Legislative Task Force – Cindy Morse stated that the task force is looking into upcoming legislation which may affect the industry and passing it along for comment by others as well.

IIMC Membership – President Young stated that the Membership Report was attached to today's Agenda and the need to increase membership along with CMCA's other goals.

ITEM 7 – NEW BUSINESS

2010 – 64th Annual IIMC Conference Reno-Tahoe

President Young stated that the Nevada Clerks were in need of contributions and volunteers to help with the 2010 IIMC Conference. After much discussion, Stephanie Tuin made a motion to sponsor the Old West Gunfight for \$2500 and the Jazz on the Shore for \$2600. It was seconded by Linda Yeager. Discussion ensued regarding increasing the support due to Nevada only having 18 clerks. Stephanie Tuin revised her motion to allow the Board to make the decision on supporting the Conference with a sponsorship of \$10,225 with no hosting of alcohol. It was agreed by the seconder Linda Yeager.

Vote: All Ayes. No Nays. The motion carried. (General Membership)

ITEM 8 – OTHER BUSINESS

Susan Phillips made a motion to increase the amount budgeted for Scholarship Funds to a total of \$9000 and amending the scholarship application to include 6-8 hours of volunteer time at IIMC conferences. It as seconded by Alisa Lewis.

Vote: All Ayes. No Nays. The motion carried.


Deb Wohlmuth encouraged everyone to get their scholarship applications and supporting documentation sent to her as soon as possible and to be sure to meet all deadlines.

Susan Phillips encouraged members to buy raffle tickets and donate silent auction items for the IIMC Conference in Reno, stating they are both good ways to support the conference.

ITEM 9 - ADJOURNMENT

There being no further business to come before the Board, President Young adjourned the meeting at 3:34 p.m.

Respectfully submitted,


Margy Greer, Secretary