

WESTERN RESERVE MUNICIPAL CLERK'S ASSOCIATION

REGULAR MEETING MINUTES

MONDAY, January 22, 2018

President Alisa Novak called the meeting to order at 12:10 p.m. The following members were present:

Alisa Novak, President, City of Willoughby
LaVette Hennigan, MMC, Vice President, City of Ashtabula
Lisa Benedetti, MMC, Treasurer, City of Mayfield Heights
Joann Clapp, CMC, Villages of Perry and North Perry
Amy Day, City of Chardon
Kelly Miller, City of Lyndhurst
Rosemary Hakola, Village of Grand River
Janet Mulh, Village of Gates Mills
Regina Cahill, City of Highland Heights
Julie Schiavoni, City of Mentor

MESSAGE FROM THE PRESIDENT

President Novak welcomed attendees and asked everyone to introduce themselves.

APPROVAL OF THE MINUTES

June 26, 2017 Regular Meeting minutes were presented. L. Hennigan moved, J. Schiavoni seconded to approve the minutes; motion CARRIED.

October 23, 2017 Regular Meeting minutes were presented. L. Hennigan moved, J. Mulh seconded to approve the minutes; motion CARRIED.

TREASURER'S REPORT

Treasurer Benedetti presented the October, November and December financials. The ending balance for each month was \$1,264.08. The Treasurer reported The Sub Zero Mission received our 2017 donation; with the check deposited and accounted for. Hearing nothing further, the reports were placed on file.

Treasurer Benedetti presented the 2017 Annual Financial Report. The ending balance for 2016 was \$1,086.16; 2017 was \$1,264.08. Hearing nothing, the report was placed on file.

The Treasurer reported 2018 membership applications are coming in. A reminder was emailed and another will be soon.

NEW BUSINESS

Bylaws Revision

The Vice President opened the floor to questions and/or comments regarding the suggested bylaw revisions attached to today's agenda. She announced these proposed revisions did not meet the deadline of sending them to the membership at least two weeks prior to the meeting at which the vote would be taken to enact them. Therefore, she asked members to comment online. She announced the new bylaws permit electronic voting, with the vote being ratified at the next

regular meeting. However, because the proposed bylaws have not been enacted, the suggested revisions will be voted on at the April 23 Regular Association meeting.

WRMCA 2018 Meeting Schedule

The 2018 meeting schedule was attached to today's agenda and is also online.

Upcoming Training Sessions and Suggestions

1. House Bill 9 – Auditor of State – Host/Location: Mayfield Village – February 16
2. “To Scan or Not to Scan” – Ohio Electronic Records Committee – March 2
3. Ohio Ethics Commission – M. Betsa will see if IIMC certification points may be approved for an upcoming session
4. OMCA One-Day Academy: Roberts Rules of Order Newly Revised (RONR) and National Association of Parliamentarians (NAP) Membership Examination – Location: City of Willoughby; Host: WRMCA; September 26.

Training or Speaker Suggestions for April 23 Regular Meeting

If IIMC approves certification points, M. Betsa will see if an Ethics session is probable for the Association's April 23 Regular Meeting.

IIMC Conference Raffle

Information regarding the opportunity to “attend the may 20 through May 23, 72nd Annual IIMC Conference in Norfolk, VA, at a fraction of the cost”, was attached to this agenda.

Education Assistant Program Guidelines

Members were reminded of the Association's desire to financially assist members in pursuing Municipal Clerk educational opportunities through the WRMCA Education Assistant Program. Members were encouraged to send their letter of interest to President Novak as soon as possible.

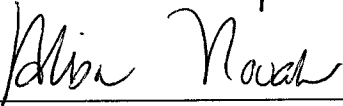
Ohio Municipal Clerks Association (OMCA)

A brief update on various activities was provided. It was reported that OMCA endorsed endorsement of Mary Johnston, MMC, Clerk of Council, City of Westerville and contributed \$5,000 to her campaign.

ADJOURNMENT

Hearing no further business to come before the Association, President Novak adjourned the meeting at 1:01p.m.

Date Approved: April 23, 2018



Alisa Novak, President



LaVette E. Hennigan, MMC, Vice President/Secretary