

WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
Monday, March 26, 2012

President LaVette Hennigan called the meeting to order with the following members present:

LaVette Hennigan, President, City of Ashtabula
Lisa Benedetti, Vice President, City of Mayfield Heights
Tiffany Mekeel, Secretary, Village of Middlefield
Rosie Hakola, Treasurer, Village of Grand River
Amy Day, City of Chardon
Jennell Dahlhausen, Village of Burton
Janet Mulh, Village of Waite Hill
Lisa Stefaniak, Village of Timberlake

MESSAGE FROM THE PRESIDENT

President Hennigan said she received a phone call from Vice President Benedetti letting her know that Deb Cendroski awoke this morning with a sinus headache and will not be attending today's meeting. Ms. Cendroski conveyed her appreciation for everyone's continue support and prayers during a difficult time in her life.

APPROVAL OF MINUTES

The meeting minutes of February 27, 2012 were presented. Treasurer Hakola reported she did not contact Deb DePledge, North Perry Clerk, however did send her membership information. President Hennigan reported she spoke with Ms. DePledge and invited her to a meeting with the hopes of her becoming a member. Ms. DePledge declined the invitation; said she does not know how much longer she will work; but said she appreciated the call. Secretary Mekeel moved to approve the minutes, as correction and Ms. Stefaniak seconded. By voice vote, all members approved.

TREASURER'S REPORT

Treasurer Hakola presented the Treasurer's Report. The Association's checking account balance is \$1,271.74. Ms. Dahlhausen moved to accept the report, Ms. Mulh seconded, and by voice vote all members approved.

UNFINISHED BUSINESS

Ms. Dahlhausen stated that the Village of Burton will be hosting "Ohio Chautauqua", July 3 through 7. She provided everyone with information about the event to take back to their municipalities to share.

NEW BUSINESS

President Hennigan presented the idea of getting name tags purchased for newer members, as Treasurer Hakola had done in the past. The idea was well received, and Ms. Stefaniak offered to secure quotes. President Hennigan asked Secretary Mekeel to send an e-mail to all members to see who wanted a name tag.

President Hennigan asked if there are Association scholarship guidelines. She said one reason she asked is because it was previously discussed that unless someone asked for help to attend a conference, the Association pretty much only spends its money on guest meals and the end of the year donation; and that more scholarship activity should be encouraged. President Hennigan said the second reason she asked is because she would like to ask the Association to consider helping her with travel expenses to the International Institute of Municipal Clerk's (IIMC) Annual Conference in Portland, OR, in May. She applied for one of the two IIMC Region V registration grants, and was awarded one. She said in searching for the guidelines she found none, therefore did not know if travel was something the Association every paid, even if it was an "up to amount", (e.g. \$200.00).

She reported the scholarships and grants she has ever secured only cover registration. Therefore if a municipality is unable to financially assist a clerk in attending a conference, and the clerk secures a scholarship for registration, travel becomes the hindrance to further her education. Therefore President Hennigan would like our Association to consider adding travel to its scholarship funding. General discussion was held. President Hennigan would like the scholarship guidelines added to the bylaws in order for them to be readily available to all members. She said she would send an e-mail to all members to get feedback on the application process and what the scholarship will cover.

PROGRAM

Getting to know US! – Lisa Stefaniak gave a ten minute presentation of her personal biography.


MISCELLANEOUS BUSINESS

President Hennigan said Quail Hollow offered the Association a free private meeting room for our monthly meetings in order to better accommodate our needs for service. She asked members present their thoughts. Those present liked being out in the open and also enjoyed being able to see the outside. President Hennigan said she would let the banquet manager know we preferred to remain in the lounge, but would take them up on the free room offer when they know a large group will be in the hotel.

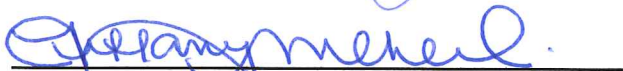
Adjournment

President Hennigan adjourned the meeting.

Approved April 26, 2012



LaVette Hennigan, MMC, President



Tiffany Mekeel, CMC, Secretary