

**WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
MEETING NOTES
Thursday, March 28, 2013**

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

Lisa Benedetti, Secretary, City of Mayfield Heights
Amy Day, City of Chardon
Rosie Hakola, Village of Grand River
LaVette Hennigan, City of Ashtabula
Tiffany Mekeel, Treasurer, Village of Middlefield
Janet Mulh, Village of Waite Hill

Due to lack of a quorum (7 members) the meeting was not held. The members present held general discussion.

Amy asked how long before a meeting were packets sent out. The average time was two days. Middlefield prepares a CD to send to council members. Other municipalities vary as to if the packet is only an electronic version or paper or both. Waite Hill sends an electronic version to a special website that only council members can access.


Amy asked who goes into executive sessions. Again it varies by municipality. Some clerks are included in the sessions and some are not.

Amy asked who was in charge of the municipality's website. Again it varied. Some had responsibility for the whole website, while others only were responsible for their department.

LaVette asked how many readings were held for legislation. Most municipalities suspend the three reading rule.

Tiffany stated that she is a member of the AOS Regional Advisory Board and income tax uniformity is a high priority subject. It was mentioned that no tax filing is necessary for the WRMCA. We are non-profit, but not tax exempt.

Birthday Acknowledgments – Lisa was wished a Happy Birthday.



LaVette Hennigan, MMC, President



Lisa Benedetti, MMC, Secretary