

WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
Monday, May 14, 2012

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

Lisa Benedetti, Vice President, City of Mayfield Heights
Mary Beth Betsa, Village of Mayfield
Deb Cendroski, City of Eastlake
Rosie Hakola, Treasurer, Village of Grand River
LaVette Hennigan, President, City of Ashtabula
Elizabeth Limestahl, City of Mentor
Tiffany Mekeel, Secretary, Village of Middlefield
Danielle Romanowski, Village of South Russell
Lisa Stefaniak, Village of Timberlake

APPROVAL OF MINUTES

The April 26, 2012 meeting minutes were presented for approval. D. Cendroski moved to approve the minutes as presented and L. Stefaniak seconded. By voice vote, all members approved.

TREASURER'S REPORT

Treasurer Hakola presented the Treasurer's report. She reported Key Bank charged a fee for paper statements; therefore, to avoid the fee she will sign up for online statements. The account is balance \$1,235.18. Secretary Mekeel moved to accept the Treasurer's report, D. Romanowski seconded, and by voice vote all members approved.

President Hennigan asked for a status update on the Association's efforts to secure a Tax I.D. number. L. Stefaniak reported a federal identification number has been obtained, and the next step is to obtain a state identification number. Discussion was held regarding the need to be tax exempt.

UNFINISHED BUSINESS

President Hennigan distributed member nametags.

President Hennigan reported D. Cendroski and E. Limestahl answered her request for members to email her their thoughts on amendments to Association Scholarship Guidelines. Hearing no more suggestions she reported she would incorporate the suggested changes in the guideline document and present it for discussion at the June meeting.

President Hennigan included the final version of the amended Charitable Donation Guidelines in the meeting packet.

President Hennigan presented, for discussion, D. Cendroski's legislation titled "A Resolution Requesting the Repeal of the International Institute of Municipal Clerks (IIMC) Requirement that a Clerk must pay Annual Dues to the IIMC in order to retain the Accreditation of Certified Municipal Clerk or Master Municipal Clerk". D. Cendroski presented a petition to repeal the requirement. All members in attendance signed. D. Cendroski moved to accept the resolution as presented and Secretary Mekeel seconded, and by a voice vote, all members approved. President Hennigan, on behalf of the Association, will submit the resolution and petition to OMCA Board President Ms. Tracy Wonner, for placement before said Board's membership.

NEW BUSINESS

President Hennigan received Red Cross documentation from Vice President Benedetti. She will contact them to schedule a presentation of their programs at an upcoming Association meeting.

D. Cendroski presented an idea that the Association hosts a two hour Ohio Ethics workshop to be held at her municipality (City of Eastlake). She will work on the workshop possibility and report her findings to President Hennigan.

MISCELLANEOUS BUSINESS

President Hennigan provided an updated member roster. Vice President Benedetti asked for some clarification. The President reported Secretary Mekeel created two documents, a membership roster and a membership history spreadsheet. President Hennigan reported there are 21 members. She said she would like to have 30 members by the end of the year to commemorate the Association's 30th year anniversary.

Discussion was held regarding the transfer of information and documents from one executive committee member to another. M. Betsa reported receiving a box of information, however has not had the time to go through it. President Hennigan will draft a document transfer policy and present it to the membership for discussion and a vote.

Adjournment

President Hennigan adjourned the meeting.

Approved July 23, 2012

LaVette Hennigan

LaVette Hennigan, MMC, President

Tiffany Mekeel

Tiffany Mekeel, CMC, Secretary