

**WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
MEETING MINUTES**

Monday, June 26, 2017

President LaVette Hennigan called the meeting to order at 12:00 p.m. The following members were present:

LaVette Hennigan, MMC, President, City of Ashtabula
Alisa Novak, Vice President, City of Willoughby
Tracy Simons, Secretary, City of Eastlake
Julie A. Schiavoni, City of Mentor
Amy Day, City of Chardon
Deborah Cendroski, Retired, City of Eastlake
Loretta Radebaugh, Retired, City of Willoughby

The President acknowledged the presence of a quorum for the purpose of conducting business.

MESSAGE FROM THE PRESIDENT

President Hennigan welcomed everyone to the meeting. She asked members to remember R. Hakola whose husband was having laser leg surgery today. She also acknowledged May, June, July and August birthdays. It was noted that L. Radebaugh's June 5, birthday was not on the Birthday Greeting roster. She and everyone else were wished a very happy birthday.

APPROVAL OF THE MINUTES

President Hennigan presented the March 27, meeting minutes for the membership's approval consideration. T. Simons moved, A. Novak seconded to approve the minutes; motion CARRIED.

President Hennigan presented the April 24, meeting minutes for the membership's approval consideration. A. Novak moved, T. Simons seconded to approve the minutes; motion CARRIED.

TREASURER'S REPORT

The President presented the April and May financials. Hearing no comments, the financials were placed on record.

NEW BUSINESS

Congratulations

- The President announced M. Betsa's first grandchild, Paul Joseph Betsa, was recently born.
- The President announced T. Simons' mayor nominated her for the NOPEC Clerk of the Week Award, which she won. The President reported she sent the announcement to the Ohio Municipal Clerks Association (OMCA) for placement in an upcoming issue of the OMCA Minute Minders newsletter.

Thank You

- On May 31, the Village of Gates Mills and Association member J. Mulh hosted a WRMCA sponsored Ohio Ethics Law education session, open to the public. J. Mulh was thanked for her efforts, which made the session a very successful one that was attended by many.

Reminder

- President Hennigan issued a reminder of the September 21, WRMCA sponsored Robert's Rules of Order training, to be hosted by Mayfield Village and Association member M. Betsa.

Schedule

- The proposed 2017 revised meeting schedule was reviewed. J. Mulh moved, A. Day seconded to approve the revisions; motion CARRIED.

Roster

- President Hennigan announced the updated 2017 Membership Roster was in the packet.

July Special Event

- A call for suggestions was put out to the membership. Member R. Hakola's suggestion of Lake County History Center was chosen. We will have a guided tour and picnic on their grounds. Kudos to Vice President Novak for offering to make the arrangements.

Next Association Meeting

- The next meeting is scheduled for October 23. Retired members D. Cendroski, L. Radebaugh and S. Onderisin-Fees have graciously agreed to have a Question and Answer session where members may tap into their experience.

ADJOURNMENT

Hearing no further business to come before the Association, President Hennigan adjourned the meeting at 1:30 p.m.

January 22, 2018
Date Approved

LaVette E. Hennigan
LaVette E. Hennigan, MMC, President

NOTE: This transcription was performed by President Hennigan due to Secretary Simon's October email to the President that home, school and work obligations caused her to be unable to complete her WRMCA Secretarial responsibilities; and therefore she had to resign her position of Secretary.