

**WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
MEETING MINUTES
Monday, September 26, 2016**

President LaVette Hennigan called the meeting to order at 12:18 p.m. with the following members present:

LaVette Hennigan, MMC, President, City of Ashtabula
Mary Betsa, MMC, Vice-President, Village of Mayfield
Lisa Benedetti, MMC, Treasurer, City of Mayfield Heights
Joanne Clapp, CMC, Village of Perry
Alisa Novak, City of Willoughby
Rosie Hakola, Village of Grand River
Lenore Pikus, Village of Burton
Cathi Petersen, City of Euclid
Shirley Ondersin-Fees, Retired - Painesville

WELCOME

President Hennigan thanked everyone for coming to the meeting and welcomed back Shirley.

President Hennigan recognized the September and October birthdays – Jane Anthony (10/21), Regina Cahill (10/12), Mary Betsa (10/29) and Shirley Ondersin-Fees (10/29).

APPROVAL OF MINUTES:

Ms. Benedetti moved, Ms. Pikus seconded to approve the minutes of July 27, 2016, as submitted; motion CARRIED.

TREASURER'S REPORT

Treasurer Benedetti presented the July 2016 financials. A deposit was made for the June luncheon and there were no expenditures.

Treasurer Benedetti presented the August 2016 financials. There were neither revenue nor expenditures to discuss.

Both reports will be placed on the record.

The 2014 and 2015 financial audits were conducted by former Secretary Tara Grimm and President Hennigan. There were no findings.

Three letter sized fireboxes ordered via Amazon at a cost of \$124. It was not realized until they were received that they were 80 pounds each. To ship them back would cost \$154 for restocking fee. The boxes may be sold to a RITA representative and a detective from Mayfield Heights for their disaster recovery retention plan.

NEW BUSINESS

President Hennigan congratulated Mary Betsa for receiving her MMC (presented by Lisa Benedetti) and Tara Grimm for receiving her CMC (presented by Molly Kapeluck, Ohio Municipal Clerks Association President).

President Hennigan announced that Tara Grimm resigned her position with the City of Painesville and began a new position as Clerk of Council for the City of Kent. She then suggested the association present Tara with a gas gift card rather than flowers since she has a one hour drive each way to her to position. Ms. Hakola moved, Ms. Petersen seconded, to purchase a gas gift card in the amount of \$25.00 for Tara Grimm congratulating her on her new position. Motion CARRIED. President Hennigan will make the purchase.

Ms. Novak moved, Ms. Pikus seconded, to purchase all-occasion greeting cards in an amount not to exceed \$50. Motion CARRIED. President Hennigan will make the purchase.

Sip and Paint was very fun. It turned out nice. The food and wine was excellent. Would have liked it to be more private, but everyone had a great time. President Hennigan shared photos, including the finished products. Everyone thanked Ms. Novak for coordinating the event.

Ms. Benedetti reported that the following members have agreed to serve on the 2016 Nominating Committee: Ms. Novak, Ms. Pikus, Ms. Benedetti. Ms. Hakola moved, seconded by Ms. Clapp to accept the appointments; Motion CARRIED.

With the vacancy of the Secretary position created by the resignation of Tara Grimm due to her new position being almost one hour from our monthly luncheon locations, President Hennigan asked that she be contacted if anyone is interested in filling the position through 2016. Janet Muhl will take over the website responsibilities, for which Tara was also responsible.

The One-Day Academy hosted by Mayfield Heights last week was a success. It was a nice room and a great turnout. The morning session was on Council Orientation. Ms. Hennigan brought hard copies of some of the handouts and will email others. The afternoon session consisted of a presentation by Jim Rokakis of the Western Reserve Land Conservancy, on land bank issues in Ohio and what urban renewal means in the 21st Century. It was a very informative presentation.

Vice-President Betsa advised the membership that Birthright is making an urgent plea for infant and toddler clothing, formula and many other items. Their cupboards are bare and they are in emergency status right now. Members discussed the needs of this important organization. Ms. Hakola moved, seconded by Ms. Peterson, to authorize a donation in the amount of \$400.00. Motion CARRIED.

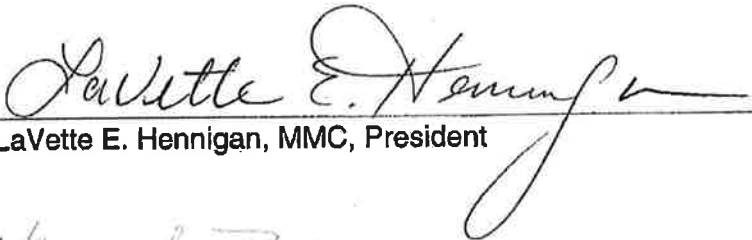
The next meeting is scheduled for October 24. Vice-President Betsa indicated that Kent Scarrett, the new Executive Director for the Ohio Municipal League would like to join us at one of our meetings to provide an informal discussion on the improvements to the OML and to answer any questions. Vice-President Betsa will contact Mr. Scarrett and invite him to the October meeting.

Initial discussion ensued relative to the Dinner/Ornament exchange in December.


ADJOURNMENT

Hearing no further business, President Hennigan adjourned the meeting at 12:56 p.m.
President Hennigan and thanked everyone for their attendance.

Approved October 24, 2016



LaVette E. Hennigan, MMC, President



Mary Betsa, MMC, Vice President / Acting Secretary