

WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION

**MEETING MINUTES
MONDAY, OCTOBER 23, 2017**

President LaVette Hennigan called the meeting to order at 12:05 p.m. and the following members were present:

LaVette Hennigan, MMC, President, City of Ashtabula
Alisa Novak, Vice-President, City of Willoughby
Lisa Benedetti, MMC, Treasurer, City of Mayfield Heights
Regina Cahill, City of Highland Heights
Deb Cendroski, Retired-City of Eastlake
Rosemary Hakola, Village of Grand River
Janet Mulh, Village of Gates Mills
Shirley Onderisin Fees, Retired-City of Painesville
Loretta Radebaugh, Retired-City of Willoughby
Bernice Schreiber, Village of Hunting Valley
Valerie Vargo, City of Painesville

MESSAGE FROM THE PRESIDENT

President Hennigan welcomed everyone to the meeting with a special welcome to City of Painesville Clerk and new member Val Vargo. President Hennigan recognized the September, October, November and December birthdays.

APPROVAL OF THE MINUTES

President Hennigan stated the June 26, 2017, meeting minutes have not been transcribed and that she will perform the task. Tracy Simons has resigned as Secretary.

TREASURER'S REPORT

Treasurer Benedetti presented the June, July, August, and September 2017 financials. She reported the June beginning balance was \$1,376.16 and the ending September balance was 1,264.08. There were no deposits and two checks issued for refreshments for two WRMCA sponsored workshops.

This year membership applications (2018) will go out in December.

SUNSHINE COMMITTEE REPORT

President Hennigan went over the list of cards Chair Mary Betsa sent.

NEW BUSINESS

President Hennigan congratulated Janet Mulh on her appointment to fill an unexpired Village Board position on the OMCA Executive Committee.

President Hennigan reviewed the remainder of the 2017 Association meeting calendar. She asked everyone to think about where to gather for the annual holiday dinner and ornament exchange in December.

Reorganization

President Hennigan stated the reason for the reorganization of the Association is because times have changed with more electronic communications so people do not need to meet to discuss items as much. Therefore, the membership had decided the number of meetings per year should be reduced. This subject was discussed at the June 26, 2017 meeting and also via email to all members. She reviewed the proposed 2018 meeting schedule. It seems it will be more manageable and the hope is that more members will be able to attend.

President Hennigan also stated a new position of Education Program Coordinator will be created in order for the WRMCA to host educational sessions for both local and statewide clerks to attend. There would perhaps be two sessions per year. The position of Sunshine Coordinator would be handled by the Secretary; therefore will no longer be a stand-alone position. If this is approved, the bylaws will need to be amended and President Hennigan has volunteered to prepare those amendments.

Deb Cendroski, seconded by Janet Mulh, moved to accept the proposed reorganization as presented. All in favor, MOTION CARRIED.

Charitable Contribution

President Hennigan included a handout on a group called Sub Zero Mission, which helps the homeless stay warm by delivering clothing and other items during the winter in northeast Ohio. It is based in Painesville. They also participate in the annual count for the homeless held in January. She asked if anyone else had any suggestions for this year's annual charitable contribution. Janet Mulh, seconded by Alisa Novak, moved to give \$400 to Sub Zero Mission. All in favor, MOTION CARRIED.

Membership Roster Update

President Hennigan stated the updated Membership Roster was included in this meeting packet. Regina Cahill mentioned there is a new clerk in the City of Euclid named Barb. She will forward Barb's contact info to President Hennigan.

Executive Committee Elections

President Hennigan reviewed the slate of officers. She mentioned she had sent out an email blast to all members asking for candidates for the four offices plus the new position of Education Program Chair. The following are the members who responded:

- President Alisa Novak, City of Willoughby
- Vice President LaVette Hennigan, City of Ashtabula
- Secretary LaVette Hennigan, City of Ashtabula
- Treasurer Lisa Benedetti, City of Mayfield Heights

President Hennigan said if no one steps up to fill the Vice President position she will do both. Janet Mulh, seconded by Regina Cahill, moved to accept the slate as presented. Discussion was held that current officers are nearing retirement and others will need to step up for the Association to remain viable. With the reduction in the number of meetings, there will be less work for each position. Shirley Onderisin Fees stated that as a founding mother of this Association she is so proud that it is still viable and an important part of the state membership. President Hennigan agreed that we are noticed around the state, which is why the OMCA is asking us to host a one day academy in 2018. All in favor of the slate as presented, MOTION CARRIED.

Rosie Hakola reported that former Village of Burton member Lenore Pikus Burton lost her brother this past week. Lenore is also, again, running for Munson Township Trustee.

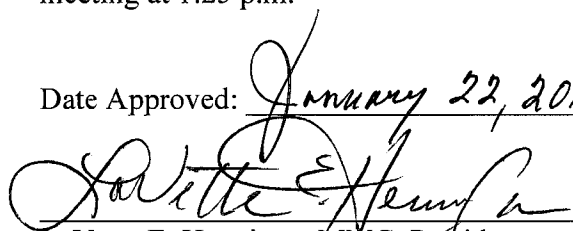
Q & A with Retired Members

The topics covered were: IIMC certification, organizational skills, the delicate balance clerks have to strike as an employee of the legislative branch of government and fellow employees lack of trust of said branch of government, having respect for council and for the administration, being council's advocate at city hall because they are not at city hall, council's responsibilities and understanding the process between all departments, socializing with council members and the clerk's involvement in the political race of elected officials.

ADJOURNMENT

Hearing no further business to come before the Association, President Hennigan adjourned the meeting at 1:25 p.m.

Date Approved: January 22, 2018



LaVette E. Hennigan, MMC, President



Lisa Benedetti, Treasurer