

WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
MEETING MINUTES
Wednesday, December 18, 2013

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

Lisa Benedetti, Secretary, City of Mayfield Heights
Jean Buchak, City of Highland Heights
Deb Cendroski, City of Eastlake
Tara Diehl, City of Painesville
Shirley Onderisin-Fees, Retired - Painesville
Rosie Hakola, Village of Grand River
LaVette Hennigan, City of Ashtabula
Janet Mulh, Village of Waite Hill
Loretta Radebaugh, City of Willoughby
Lisa Stefaniak, Village of Timberlake

APPROVAL OF MINUTES

The minutes of November 21, 2013 will be presented at the January meeting.

TREASURER'S REPORT

Treasurer Mekeel sent a report showing the Association's checking account has a balance of \$1196.79 as of November 30, 2013.

Ms. Muhl moved, Ms. Radebaugh seconded to accept the Treasurer's report; motion CARRIED.

UNFINISHED BUSINESS

None

NEW BUSINESS

Thank you letters were received from The Hope Chest and from Beatitude House for the annual donations that were made. Copies were sent to all members.

The 2014 meeting schedule was distributed. Meetings will be held the fourth Monday and the fourth Thursday of the month with three exceptions as noted on the schedule.

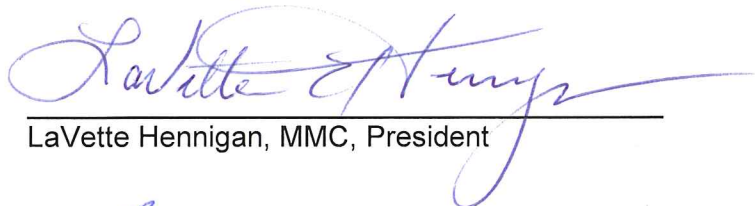
MISCELLANEOUS BUSINESS

Birthday Acknowledgments: None.

Adjournment

President Hennigan adjourned the meeting.

Approved 1/30/14



LaVette Hennigan, MMC, President



Lisa Benedetti, MMC, Secretary

*Western Reserve Municipal Clerks Association
Treasurer Report
11/30/2013*

Bank Statement Date: 11/01/13 - 11/30/13

Ending Balance from Bank Statement \$1,608.43

Deposits

<u>Deposit Date</u>	<u>Amount</u>	<u>Deposit Date</u>	<u>Amount</u>
Total Deposits			<u>\$0.00</u>
Subtotal			\$1,608.43

Cleared Checks & Fees

<u>Check Number</u>	<u>Amount</u>	<u>Check Number</u>	<u>Amount</u>
1006	\$200.00	1008	\$11.64
1007	\$200.00		
Total Cleared Checks & Fees			<u>\$411.64</u>

Outstanding Checks

<u>Check Number</u>	<u>Amount</u>	
Total Outstanding Checks		\$0.00

WRMCA Checkbook Balance \$1,196.79

Bank Statement Reconciliation Balance \$1,196.79

Difference \$0.00

Submitted by:
Tiffany Mekeel, Treasurer 
Western Reserve Municipal Clerks Association

*Western Reserve Municipal Clerks Association
Treasurer Report
11/30/2013*

Checks

Date	Check #	Payable	Amount	Purpose
11/21/2013	1006	Hope Chest	200	Donation
11/21/2013	1007	Beatitude House	200	Donation
11/21/2013	1008	Village of Middlefield	11.64	Reimbursement for Stan's meal

Submitted by:
Tiffany Mekeel, Treasurer 
Western Reserve Municipal Clerks Association