

WESTERN RESERVE MUNICIPAL CLERKS ASSOCIATION
MEETING MINUTES
Monday, March 28, 2016

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

LaVette Hennigan, MMC, President, City of Ashtabula
Lisa Benedetti, MMC, Secretary, City of Mayfield Heights
Tara Grimm, CMC, City of Painesville
Regina Cahill, CMC, City of Highland Heights
Joanne Clapp, CMC, Village of Perry
Rosemary Hakola, Village of Grand River
Alisa Novak, City of Willoughby
Cathi Petersen, City of Euclid

WELCOME

President Hennigan welcomed everyone to the meeting, recognized the March Birthdays: Danielle Romanowski, Elizabeth Limestahl and Treasurer Benedetti, and welcomed new members Joanne Clapp and Cathi Petersen.

APPROVAL OF MINUTES

Ms. Benedetti moved, Ms. Hakola seconded to approve the minutes of January 25, 2016, as submitted; motion CARRIED.

Ms. Petersen moved, Ms. Novak seconded to approve the minutes of February 22, 2016, as submitted; motion CARRIED.

TREASURER'S REPORT

Treasurer Benedetti presented the February 2016 Financials. Ms. Grimm moved, Ms. Petersen seconded to accept the financial report; motion CARRIED.

Treasurer Benedetti reported the receipt of membership dues is now at 23. She explained Key Bank has begun to charge for checking accounts which have balances under \$2,500. Since the WRMCA checking account would be charged these monthly maintenance fees, Ms. Benedetti recommended we switch to a free checking account at Dollar Bank. Ms. Grimm moved, Ms. Petersen seconded to move the WRMCA checking account to Dollar Bank; motion CARRIED.

UNFINISHED BUSINESS - None

NEW BUSINESS

President Hennigan outlined her request for the Association to consider covering one half of her \$600 registration to attend the IIMC Annual Conference in Omaha, NE in May, through the Association's Education Assistance Program. Ms. Cahill moved, Ms. Hakola seconded to approve Ms. Hennigan's application for the Education Assistance Program in the amount of \$300; motion CARRIED.

President Hennigan answered questions from members looking to pursue their CMC designation and seeking clarification on points of Roberts Rules of Order, updated members on certifications for Municipal Clerks and shared the list of upcoming 2016

training opportunities. Secretary. Grimm offered to scan, email and share her laminated copy of Roberts Rule's Quick Study she obtained when ordering new books for her Council.

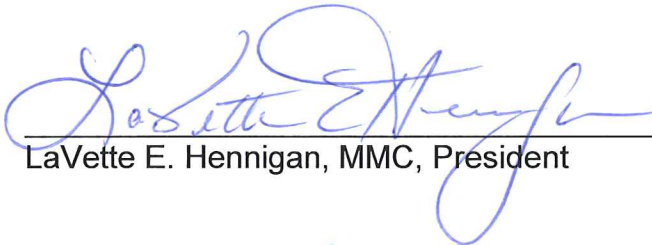
Ms. Grimm collected all the donated items for the IIMC's Fundraiser to benefit YES (Youth Emergency Services), in Omaha. She will deliver the items to Ms. Sharon Cassler and Ms. Mary Johnston at the OMCA Board Meeting next week, who will then deliver them to the conference.

MISCELLANEOUS BUSINESS - None

ADJOURNMENT

Hearing no further business, President Hennigan adjourned the meeting at 1:21 pm.

Approved April 25, 2016



LaVette E. Hennigan, MMC, President



Tara Grimm, CMC, Secretary