

City Clerks and Municipal Finance Officers Association
Business Meeting
March 12, 2009
Wichita Marriott

The CCMFOA business meeting was called to order by President Marietta Lucas, Chapman.

Minutes of Business Meeting of November 13, 2008 – Betty Martine, Belaire, moved to approve the minutes of the November 13, 2008, Business Meeting. Pat Kasper, Potwin, seconded the motion, which was unanimously approved.

Treasurer's Report of December 31, 2008, and February 28, 2009 – Vickie Zentner, Westmoreland, moved to approve the treasurer's reports dated December 31, 2008, and February 28, 2009. Mary Volk, Goodland, seconded the motion, which was unanimously approved.

Committee Reports:

Education/Planning – Vice President Cheri Peine, Oswego, reported on the plan for the 120-hour program now required by IIMC for certification. Year 1, 2 and 3 will be the same. Capstone will remain in Year 3. In Year 4, participants will attend all day Wednesday and the Academy session on Thursday and Friday. The banquet is counted as part of the certification program and graduation will be in Year 4. The proposed program has received a verbal approval from IIMC. There will be no graduating class in 2009, but there will be a speaker and banquet on Thursday night.

The Board approved dividing the Education/Program/Planning Committee into two committees: Education/Certification Committee and Education/Program Planning Committee.

The Education/Certification Committee will be chaired by the Vice President and will be comprised of three Board members and five At-Large members, who must be a CMC or MMC, with preference of one member from each region.

The Committee would be responsible for assisting City Clerks and Finance Officers in making application for CMC or MMC.

The Education/Certification Committee would hold a session at the March Conference to cover changes in CMC or MMC applications and to answer questions for those Clerks making application to IIMC for certification or MMC designation.

The Committee will also send letters of recognition to the Governing Body of new CMCs or MMCs for supporting the education programs of CCMFOA and IIMC and a letter of congratulations to City Clerks and Finance Officers receiving their Certified Municipal Clerk or Master Municipal Clerk award.

The Education/Program Planning Committee would be chaired by the Vice President and would be comprised of three Board members and five At-Large members, with the Institute Director as an ex-officio member.

The Committee will be responsible for planning the CCMFOA education programs and events/activities for Spring Pre-Conference, Spring Conference, Certification Institute, Academy and hosting of IIMC Region VII Conferences.

The Committee will meet following the Spring Conference and Institute/Academy for feedback and to begin discussion topics and presenters for the upcoming conference.

Cheri announced the dates for the upcoming events:

Certification Institute	November 9-13, 2009
Academy	November 12-13, 2009
Pre-Conference/Spring Conference 2010	March 9-12, 2010

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Newsletter/Publicity – David Bryant, Lenexa, reported that he received 200 photos for the Conference opening slide show. He asked that any email changes be reported for the newsletter. He does coordinate that information with the Treasurer. He commended Angela Lange for the good job she has done on the CCMFOA website. He thanked all members of the Newsletter/Publicity Committee and mentioned that Phyllis Walton, a retired member of CCMFOA and past president, said hello.

Hospitality Committee – Pat Kasper, Potwin, thanked the hotel staff for their assistance in bringing in supplies for the hospitality room. She also thanked the Committee members. She announced that the hospitality room would be open Thursday night.

Legislative Committee – Lana McPherson, De Soto, said Kim Winn had already covered the legislative issues at the morning session. She thanked everyone who sent pins or signs for the Kansas map. She still wants to receive a pin, sign or something from every City.

Historian/Archive Committee – Kristine Polian, Valley Center, reported the Committee is in the process of gathering information for the CCMFOA archive. They are cataloging the items and have a storage idea. CCMFOA will be 60 years old in 2010, and they anticipate the use of some of their documents. She recognized the other members of the Committee.

Awards/Scholarships – Kathy Raney, Rose Hill, outlined the criteria to be eligible for award of the Spring Conference Scholarships. The 2009 Spring Conference Scholarships were awarded to Debbie Price, Marysville; Carmel White, Hutchinson; and Marlo Rugg, Kiowa.

Board of Directors Meeting Report – President Marietta Lucas, Chapman, reported that the Board has established a policy that four (4) hours missed from the Certification Institute must be made up. The four hours can be made up by completing a written assignment from the Education Director. If more than 4 hours are missed, the participant can make up the session or day missed at the next Institute, complete IIMC online courses or make up the session or day at another state Institute.

Marietta also announced that since the IIMC Annual Conference is in Chicago, Illinois, this year, there will be no IIMC Region 7 Meeting during 2009. Missouri will host the meeting in 2010, and Kansas will host the meeting in 2011.

New Business:

Nominating Committee Report – Jerry Lovett-Sperling, Lindsborg, reported the nominations for Executive Committee and Board of Directors are as follows:

President – Cheri Peine, Oswego

Vice President – Marian Cook, Overland Park

Secretary – Kathy Raney, Rose Hill

Treasurer – Pam Corby, Larned

Past President – Marietta Lucas, Chapman

Board of Directors: 2010 – Sher Neufeld, North Newton

2010 – Darla Ellis, Norton

2011 – Kerry Benson, Beloit

2011 - Donita Crutcher, Hoisington (to fill the unexpired term of Pam Corby)

2012 – Brenda Davis, Scott City

2012 – Gary Fees, Manhattan

Lana McPherson, De Soto, moved for approval of the nominations for Executive Committee and Board of Directors. The motion was seconded by Vicki Zentner, Westmoreland, and was unanimously approved.

The Oath of Office was presented to the newly elected Executive Committee and Board of Directors by Jerry Lovett-Sperling, Lindsborg.

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Marietta Lucas, Chapman, expressed her thanks to the Association. She was honored to serve as President. She presented the gavel to the new President, Cheri Peine.

President Cheri Peine, Oswego, recalled comments made last year by the incoming President Marietta Lucas about dedicating her year as President to the Clerks, who are always ready to "step up to the plate." In the past year, Chapman has had a flood, an ice storm and a tornado. Marietta stepped up to the plate at home and continued to give her all to the CCMFOA organization. Cheri then read a poem "Ode to a City Clerk" and presented a gift to Marietta on behalf of the Association.

Cheri announced that the theme for 2010 will be "60 Years of Memories" and will honor City Clerks and Finance Officers who came before us and recognized the importance of education.

The summer Board meeting will include a strategic planning process with a facilitator from WSU and include input from our members.

Cheri announced she is compiling the Committee lists. She has some openings on Committees and to contact her if you want to serve or want to continue to serve.

At the November Academy and Spring Conference, there will be session times for Committees to meet. There will also be a Board Orientation for new board members. Cheri said she looked forward to the year ahead.

Announcements:

Dinner tonight is on your own and Casino Night is from 8 p.m to 11 p.m. There will be a cash bar and light snacks.

Those planning to attend the IIMC Conference in Chicago were advised of the meeting on Friday at 8:30 a.m. in the Board room. Attendees will receive 8 education points for attending the Conference.

The 50-50 Raffle drawing will be on Friday. The Region Basket drawing will be on Thursday night.

The Program Planning Committee meeting will be in the Cinnabar Café on Friday after the Conference.

Jerry Lovett-Sperling asked the members to consider serving on the Board of Directors. If interested, please forward your name to the Nominating Committee.

IIMC President Dyanne Reese made some comments regarding IIMC.

The meeting adjourned.

Respectfully submitted,

Marian Cook
CCMFOA Secretary