

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS

MINUTES OF BOARD OF DIRECTORS MEETING

SEPTEMBER 14, 2010 AT 12:00 P.M. (Eastern Time Zone)

BOARD TELECONFERENCE



President Sharon Cassler called the IIMC Board of Directors meeting to order. Those in attendance were:

President Sharon Cassler
President Elect Colleen Nicol
Vice President Brenda Cirtin
Immediate Past President Mary Lynne Stratta
Region I Directors: Linda Spence
Region II Directors: Diane Fitzhenry and Jane Williams-Warren
Region III Directors: Lisa Small
Region IV Directors: Deborah Miner
Region V Directors: Debbie Batliner and Tami Kelly
Region VI Directors: Shari Moore
Region VII Directors: Jerry Lovett-Sperling and Karen Goodwin
Region VIII Directors: Stephanie Kalasz and Debra Owen
Region IX Directors: Kristie Smithers and Peggy Hawker
Region X Directors: Marc Lemoine and Laurie Darcus
Region XI Directors: Francois Allers and Nick Randle

Also present was IIMC Executive Director Chris Shalby.

Executive Director Shalby discussed a proposed membership dues increase in the amount of \$10.00 annually to all full members. This request is being recommended by the Budget and Planning Committee. Executive Director Shalby stated the last increase was four years ago. After discussion, Peggy Hawker moved, Debra Owen seconded to increase the membership dues of full members \$10.00 annually. The motion carried unanimously.

Executive Director Shalby discussed extending the 2011 Conference discount program to IIMC Regions III, IV and V. This program began in 2009 and continued at the 2010 Conference. The goal is to attract first timers to the 2011 Conference. This extension could be extended to Regions VI and VII in March depending on registrations. After discussion, Debbie Batliner moved, Jane Williams-Warren seconded to extend the 2011 Conference discount program of \$50.00 to IIMC Regions III, IV and V. The motion carried unanimously.

Executive Director Shalby provided an update on the Amendments to the Constitution. All amendments passed electronically. The Elections Committee will count the hard ballots received at Headquarters and will provide a final report after each vote has been tabulated.

Discussion was held on a report from the Program Review and Certification Committee regarding the requirement of an Assessment for the Athenian Leadership Society Dialogue. The Committee reviewed if a Dialogue assessment was required for clerks who do not seek to earn points toward their CMC/MMC (the clerk is simply working toward their Fellowship). Executive Director Shalby explained the Management's Recommendation which is to maintain the current policy that states that Clerks must complete an assessment in order to earn education points or Fellowship credit. Immediate Past President Stratta stated no assessment was required early in the program and was never part of the program initially. Immediate Past President Stratta recommends sticking to the original program as it was set up. Diane Fitzhenry and Tami Kelly stated MMC's participating in the Dialogues are fulfilling their Life Long Learning pledge. President Elect Nicol stated she has a different take on this and felt the assessment shows validation for participation and learning. Peggy Hawker stated she agrees with President Elect Nicol and felt the Board needs to discuss continuing education. Tami Kelly moved, Diane Fitzhenry seconded to adopt and approve the requirement of an Assessment for the Athenian Leadership Society Dialogue as recommended by the Program Review and Certification Committee. The motion carried. There were three nay votes, Nicol, Hawker and Smithers.

President Elect Nicol moved, Vice President Cirtin seconded to adjourn into Executive Session to discuss Executive Director Shalby's status as a full-time employee effective January 1, 2011, pay out line of credit using IIMC reserves and to hear an update from the Ethics Committee. The motion carried unanimously.

Jane Williams-Warren moved, President Elect Nicol seconded to adjourn out of Executive Session. The motion carried unanimously.

Tami Kelly moved, President Elect Nicol seconded to approve Executive Director Shalby as a full-time employee effective January 1, 2011. The motion carried unanimously.

Diane Fitzhenry moved, Lisa Small seconded to pay off the line of credit using IIMC reserves and to hold off official notification until November. The motion carried unanimously.

President Cassler asked the Board Members to complete their performance evaluations of the Executive Director. President Cassler requested Board members to assist the Research Committee who sent a survey to State Education Chairs regarding Notary Public information. She asked that Board Members follow up with the State Education Chairs to complete the survey.

There being no further business, the meeting adjourned at 1:10 p.m. Eastern Time Zone.

Mary J. Johnston, MMC
Recording Secretary
Clerk of Council
Westerville, Ohio