

**INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS**  
**Annual Business Meeting**  
**Oregon Convention Center**  
**Portland, Oregon**  
**Thursday, May 24, 2012**  
**Agenda**

<b>Call to Order</b>	The Business Meeting of the 66th Annual Conference of the International Institute of Municipal Clerks
<b>Welcome to Delegates</b>	President Colleen Nicol, MMC
<b>Invocation</b>	IIMC Past President Dyanne Reese, MMC - City Clerk City of Savannah, Georgia
<b>Introductions</b>	President Colleen J. Nicol, MMC President Elect Brenda M. Cirtin, MMC Vice President Marc Lemoine, MMC Immediate Past President Sharon K. Cassler, MMC Executive Director, Chris Shalby Recorder Gail Waibel, MMC Parliamentarian Kristie Smithers, MMC
<b>Approval of Agenda</b>	Motion that the agenda as presented be approved.
<b>Approval of Minutes</b>	Annual Business Meeting from Thursday, May 12, 2011
<b>IIMC Year in Review</b>	President, Colleen Nicol, MMC Executive Director, Chris Shalby
<b>IIMC Financial Report</b>	2011-2012 Budget Report – Budget Committee Chair, Eddie Myers, MMC
<b>MCEF Update</b>	MCEF President Dale Barstow
<b>2012 Conference Resolutions</b>	Resolution of the International Institute of Municipal Clerks recognizing City of Portland, Oregon, for the 66th Annual Conference of the International Institute of Municipal Clerks  Resolution of the International Institute of Municipal Clerks recognizing Denise Carey, MMC, City Recorder of Estacada, Oregon, Host Clerk, for the 66th Annual Conference of the International Institute of Municipal Clerks  Resolution of the International Institute of Municipal Clerks recognizing the Oregon Association of Municipal Recorders for its support of the 2012 Conference
<b>President's Award of Merit</b>	IIMC President Colleen Nicol, MMC

**Certificates of  
Appreciation****Outgoing IIMC 2012 Committee Chairs**

Budget & Planning, Eddie R. Myers, MMC  
Conference, Carol L. Jacobs, MMC  
Education & Professional Development, Pamela R. Kolacy, MMC  
Elections, Millie R. Powell, MMC  
International Relations, Dyanne Reese, MMC  
Legislative Ad Hoc, Randi Johl, MMC  
Membership , Brenda Kay Young, MMC  
Mentoring, Colleen Ingman, MMC  
Policy Review, Bernie White, MMC  
Program Review/Certification, Kathryn M. Young, MMC  
Public Relations/Marketing, Aimee Nemer, MMC  
Records Management, Daniel B. Karin  
Research & Resource, Dawn Abrahamson, MMC

**Certificates of  
Appreciation****Outgoing IIMC Region Directors**

Region I Director	James G. Mullen, Jr., CMC
Region III Director	Melisa (Lisa) Small, MMC
Region IV Director	Deborah Miner, CMC
Region V Director	Tami K. Kelly, MMC
Region VI Director	Julee Helt, MMC
Region VII Director	Karen Goodwin, MMC
Region IX Director	Peggy Hawker, MMC
Region XI Director	Francois Allers

**Oath of Office****Incoming IIMC Region Directors**

Region I Director	Shawn Cullinane, MMC
Region III Director	Kelly J. Lovette, CMC
Region IV Director	Patty Dupuis, MMC
Region V Director	Terri Kowal, MMC
Region VI Director	Linda Rappe, CMC
Region VII Director	Lana McPherson, MMC
Region IX Director	Joann Tilton, MMC
Region XI Director	Ronny Frederickx

**Oath of Office****Incoming Executive Committee**

President	Brenda M. Cirtin, MMC
President Elect	Marc Lemoine, MMC
Vice President	Brenda Kay Young, MMC
Past President	Colleen Nicol, MMC

**President's Comments**

**Invitation to the 2013 Annual Conference** – Municipal Clerks Association of New Jersey President, Drew Pavlica

**Adjournment**