

**INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS**  
**Annual Business Meeting**  
**Hyatt Regency Hotel, Atlanta, Georgia**  
**Thursday, May 22, 2008**  
**Minutes**

Call to Order	The Business Meeting of the 62 <sup>nd</sup> Annual Conference of the International Institute of Municipal Clerks was called to order by President Charles Tokar, MMC, 12:00 Noon at the Hyatt Regency Hotel, Atlanta, Georgia
Welcome to Delegates	President Tokar welcomed all delegates attending the conference.
Invocation	Olivia Parks-Woods, City Clerk, City of Atlanta
Acknowledgement	President Tokar introduced Shirley Franklin, Mayor of Atlanta, who spoke to the membership.
Introductions	President Tokar introduced members of the Executive Committee. In attendance at the head table were President-Elect Dyanne C. Reese, CMC; Vice President Mary Lynne Stratta, MMC; Marcella O'Connor, Immediate Past President Executive Director Chris Shalby Parliamentarian/Recorder Christina N. Wilder Olivia Parks-Woods, Invocator
Approval of Agenda	<b>Motion and Seconded</b> Motion that the agenda as presented be approved. <b>Motion Carried.</b>
Approval of Minutes	<b>Moved and Seconded</b> Motion to approve minutes of the Annual Business Meeting of May 26, 2007 <b>Motion Carried.</b>
Conference Resolutions	<b>Moved and Seconded</b> Resolution of the International Institute of Municipal Clerks expressing its appreciation and gratitude to the City of Atlanta for its dedication and cooperation in planning and producing an outstanding 2008 IIMC Conference <b>Motion Carried</b>  <b>Moved and Seconded</b> Resolution of the International Institute of Municipal Clerks recognizing Rhonda Dauphin Johnson, Host Clerk for the 62 <sup>nd</sup> Annual Conference of the International Institute of Municipal Clerks <b>Motion Carried</b>  <b>Moved and Seconded</b> Resolution of the International Institute of Municipal Clerks recognizing the Georgia Municipal Clerks and Finance Officers Association for its outstanding support of the 2008 IIMC conference

### **Motion Carried**

Judy McCorkle, President of the GMCFOA, made a presentation to Atlanta City Clerk Rhonda Dauphin Johnson, President Tokar and President Elect Reese.

### **Certificates of Appreciation**

President Tokar presented awards and Certificates of Appreciation to the following:

### **Honorary Membership**

Marcella O'Connor, MMC, Uralla, New South Wales, Australia, XI

### **Presentation of CMC Certificates to Members from Eastern Europe**

Accepting the certificates and pins on behalf of the fifteen recipients was Bojana Nedeltcheva, Institute Director, Sofia, Bulgaria.

### **President's Award of Merit**

Presented to Kathryn A. Dornan, CMC, City Clerk, Farmington Hills, MI, Region V

### **Outgoing 2007/2008 Board Members**

Allen R. Susen, CMC	Region II
Gloria King, MMC	Region IV
Carol S. Alexander, MMC	Region VI
Brenda M. Cirtin, MMC	Region VII
Gloria Leija, MMC	Region VIII
David Calder, CMC	Region X
Ronnie Frederickx	Region XI

### **Task Force and Committee Chairs**

Accreditation	Debra Eastman, MMC
Budget and Planning	Mell Smigielksi, MMC
Conference Education	Mary Haynes, MMC
Conference Policy	Denise MacAloney, MMC
Constitution	James Villiesse, CMC
Elections	Buster Brown, CMC
International Relations	Tami Kelly, MMC
Membership	Sharon Cassler, MMC
Mentoring	Susan Morrow, MMC
Organizational Title and Mission Statement	Allan R. Susen, CMC
Program Review/Certification	Kittie Kopitke, MMC
Property Assessment	Shawn Cullinane, CMC
Public Relations/Marketing	Mary Johnson, MMC
Records Management	Tracey Covert, CMC
Regional Restructuring	Carol S. Alexander, MMC
Research and Resource	Michael Griffin, CMC

### **Five-Year Staff Service Award**

Tammy Schultz, Member Services Representative

### **Special Appreciation**

Dale Barstow, President, Municipal Clerks' Education Foundation and Chairman of the Board of the Turtle Society

Report of Election Committee	<p>Elections Committee Chair Buster Brown announced the results of the first Mail-in Election for Vice President.</p> <p>Ballots were tabulated by the firm of Martin and Chapman, Co., Anaheim, Ca. The results are as follows:</p> <p>Ballots sent – 9184  Ballots returned – 4366  Sharon Cassler – 3598  Ronny Frederickx – 676</p> <p>Sharon Cassler was elected to the office of Vice President</p> <p><b>Motion and Seconded</b>  Motion to destroy the ballots.  <b>Motion carried.</b></p>
Oaths of Office	<p>Region II Jane Warren-Williams, MMC, Paterson, NJ  Region IV Barbara Blackard, MMC, Clarksville, Arkansas  Region VI Shari Moore, CMC, St. Paul, Minnesota  Region VII Jerry Lovett-Sperling, MMC, Lindsborg, Kansas  Region VIII Stephanie Kalasz, Moscow, Idaho  Region X Marc Lemoine, Winnipeg, Manitoba, Canada  Region XI Nick Randle, Yarcombe Village Council, Devon, UK</p>
President's Comments	President Tokar chose to reserve his comments for the banquet.
Invitation to the 2009 IIMC Conference	Deputy City Clerk Eddie Cantor extended an invitation to the membership to attend the 63 <sup>rd</sup> Annual Conference in Chicago, Illinois in 2009 and presented a video of the city.
Oaths of Office 2008/2009 Executive Committee	<p>Oaths of Office were administered as follows to the 2008/2009 Executive Committee:</p> <p>Vice President Sharon K. Cassler, MMC, sworn in by Past President Peg Griffith  President Elect Mary Lynne Stratta, MMC, sworn in by Past President Norma Rodriguez  President Dyanne Reese, CMC, sworn in by Retired Atlanta City Clerk Olivia Parks-Woods</p>
Address by 2008/2009 President	In a brief speech President Reese during the year and thanked her friends and peers for their support
Comments for the Good of the Order	None received.
Adjournment	There being no further business, the annual Business Meeting was adjourned at 1:40PM.
Respectfully submitted,	
<hr/> Christina N. Wilder, Past President Parliamentarian/Recorder	