

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS
Board of Directors Teleconference Meeting
September 22, 2015
Minutes

CALL TO ORDER

President Monica Martinez Simmons, MMC called the IIMC Board of Directors teleconference meeting to order at 9:05 a.m.

Board Members Present:

President Monica Martinez Simmons, MMC
President Elect Vincent Buttiglieri, MMC
Vice President Mary Kayser, MMC
Immediate Past President Brenda Kay Young, MMC
Region I Directors: Julie Coelho, CMC
Region II Directors: Andrew J. Pavlica, MMC
Region III Directors: Lynnette Ogden, MMC; Lisa Vierling, MMC
Region IV Directors: Mary Ann Hess, MMC; Diane Whitbey, MMC
Region V Directors: Lanaii Y. Benne, MMC; Mary Johnston, MMC
Region VI Directors: Pam DeMouth, CMC; Anne B. Uecker, MMC
Region VII Directors: Denise Chisum, MMC; Brian Ruch, MMC
Region VIII Director: Nancy Vincent, MMC
Region IX Directors: Alice J. Attwood, MMC; Tracy Davis, MMC
Region X Directors: Karla D. Graham, MMC; Debi A. Wilcox
Region XI Director: Jaap Paans, MMC; Bruce Poole, MMC

Board Members Absent:

Region I Director: Carol Anderson, CMC
Region II Director: Kimberly Rau, MMC

The following IIMC staff members were present:

Executive Director: Chris Shalby
Director of Professional Development: Dr. Jane Long
Certification Manager: Ashley DiBlasi
Education Assistant: Kellie Carroll
Administrative Coordinator/Recorder: Maria Miranda

ED Report – Chris Shalby

Item A – Four Day Conference

Director Shalby presented the report. After a brief discussion Director Attwood moved to keep the conference at four days and maintain the eight education points. **Motion adopted.**

Item B – Increase Conference Registration Fee by \$25

Director Shalby presented the proposed increase with the following comments:

Director Paans suggested a \$24 increase in order to keep it under \$600 and perhaps that would be better accepted by the membership. Director Shalby stated that a \$25 increase made more sense in terms of keeping the cost a nice round number and didn't think that would be an issue.

After a brief discussion Director Poole moved to accept the conference registration fee increase by \$25 to delegates only. **Motion adopted.**

Item C – Increase Athenian Dialogue Fee for Conference by \$10

Director Shalby presented the proposed Dialogue increase. The following comment was made:

Director Attwood asked if the fee has always been \$100 for Dialogues. Director Shalby confirmed it has.

After a brief discussion Director Uecker moved to accept the conference Athenian Dialogue increase by \$10. **Motion adopted.**

Item D – Budget & Planning Committee Process for Choosing a Chair

Director Shalby presented the current process for choosing a Budget & Planning Chair. The following comments were made:

Director Uecker is concerned that adding a Task Force for the selection process will only slow down the process and suggested the process stay the same.

Everyone was in agreement that the current process works fine as is and there is no need for changes. Director Shalby thanked everyone for their perspectives.

70th Anniversary Logo

Director Shalby presented the four 70th Anniversary Logo designs and vote was taken to select the logo that will be used throughout 2016. By majority vote, Logo #7 was selected.

IIMC/UDITE Partnership Agreement

Director Shalby presented the IIMC/UDITE Partnership Agreement and reiterated that the agreement applies to the Symposium only and is not an affiliation agreement. Director Buttiglieri moved to accept the partnership agreement as presented. **Motion adopted.**

Contact Hour Definition Proposal

Dr. Long presented the report asking the Board to approve the proposal to align IIMC instruction with standard higher education academic policy as a “contact hour” being defined as 50 minutes of instruction for every hour of class or workshop. Dr. Long explained the policy and the following question was presented:

Director Attwood asked if the Institutes can be more stringent with the definition. Dr. Long stated that would be left to the Institutes’ discretion.

Director Chisum moved to accept the proposed Contact Hour Definition as presented in the report.

Motion adopted.

President Martinez Simmons thanked everyone for their time and hard work.

Adjournment

The meeting adjourned at 10:00 a.m.

Maria Miranda
Recorder