

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS

Annual Business Meeting

Century Link Convention Center – Omaha, Nebraska

Wednesday, May 25, 2016

Call to order

President Monica Martinez Simmons called to order the Annual Business Meeting at the 70th Annual Conference of the International Institute of Municipal Clerks at 7:30 a.m. on Wednesday, May 25, 2016.

Invocation

The invocation was provided by Karla Graham, MMC, British Columbia, Canada.

Introductions and welcome

President Simmons welcomed all delegates and thanked them for attending the conference. She then introduced executive committee members: President-elect Vincent Buttiglieri, MMC, Township of Ocean, New Jersey; Vice President Mary Kayser, MMC, Ft. Worth, Texas; Immediate Past President Brenda Kay Young, MMC, Nashville, Indiana. Executive Director Chris Shalby; and Parliamentarian/Recorder Connie Deford were also introduced.

Agenda

The agenda was approved as distributed.

Minutes

Minutes of the May 20, 2015 Annual Business Meeting were approved as distributed. It was noted that minutes of this year's annual meeting will be referred to the Board of Directors for approval at the mid-year meeting in November.

IIMC Year in Review

President Simmons reviewed the strides that IIMC has made in the past year and highlighted some of those achievements.

Financial Report

Budget Committee Chair, Phil Campbell, MMC, Prince William County, Virginia, provided the 2015-2016 budget review.

Staff Updates

Tammy Storrie, IIMC Member Services Representative, reviewed the successes with the various membership drives for larger cities, small municipalities, and counties and special districts.

Ashley DiBlasi, Verification Manager, stated that staff has been working on creating online courses, and there are presently three courses that have generated revenue that goes back to the education budget. She noted that Dr. Long has developed a new course that will be available this summer. Ashley also stated that money was saved by replacing the conference CD with the phone ap that she developed.

Foundation Update

Foundation President Colleen Nicol, MMC, Riverside, California, stated that the Foundation has changed its name from the MCEF to the IIMC Foundation. She reviewed some of the projects that are funded by the Foundation and noted that this year \$64,000 was donated for educational programs. At this year's conference, over \$9,000 was raised at the silent auction.

Constitution Amendment

Election Committee Chair Amanda McRory, CMC, Burlington, Texas, read the proposal to amend Article XIV, Amendments, of the IIMC Constitution by substitution.

After debate and in accordance with the current Article, there were two thirds of members present and voting in favor of the amendment. The amendment will now be sent for a final vote by IIMC members, in accordance with the provisions of the current Constitution Article.

2016 Conference Resolutions

The following resolutions were presented:

- 1) Resolution recognizing Buster Brown, CMC, Host Clerk, Omaha, Nebraska, for the 70th Annual Conference of the International Institute of Municipal Clerks.
- 2) Resolution recognizing City of Omaha, Nebraska for the 70th Annual Conference of the International Institute of Municipal Clerks.
- 3) Resolution recognizing Nebraska Municipal Clerks Association for its support of the 2016 Conference.

President's Awards of Merit

President Simmons presented this special award to Ellen Wakefield of the State of Washington Clerks Association.

IIMC Staff Awards

President Simmons presented Ashley DiBlasi with a five-year commemorative award and Janet Pantaleon with a ten-year commemorative award.

Certificates of Appreciation – Outgoing IIMC Committee Chairs

President Simmons presented Certificate of Appreciation to the Outgoing IIMC 2015-2016 Committee Chairs:

Budget & Planning, Phil Campbell, MMC
Conference, Roxanne Schneider, MMC
Education & Professional Development, Camilla Pitman, MMC
Elections, Amanda McCrory, CMC
International Relations, Susan Domen, MMC
Legislative, Debra Mangen, MMC
Membership, Lori McWilliams, MMC
Mentoring, Karen Goodwin, MMC
Policy Review, Shawn Cullinane, MMC
Program Review/Certification, Kitty Kopitke, MMC
Public Relations/Marketing, Lee Woodward, MMC
Records Management, Janette Goodall, MMC
Research & Resource, Gail Pomroy, MMC
Constitution Task Force, Bernice Dixon, CMC

Certificate of Appreciation – Outgoing Region Directors

President Simmons presented Certificates of Appreciation to the Outgoing IIMC Region Directors:

Region I Director Julie Coelho, MMC
Region II Director Kimberley Rau, MMC
Region III Director Lynette Ogden, MMC
Region V Director Lanaii Benne, MMC
Region VIII Director Nancy Vincent, MMC
Region IX Director Alice Attwood, MMC
Region X Director Karla Graham, MMC

Certificate of Appreciation – Outgoing Past President

President Simmons presented a certificate of appreciation to Past President Brenda Young, MMC.

Election Results

Election Committee Chair Amanda McCrory, CMC, reported that for Region II Director, Douglass Barber had received 58% of the votes cast and Stephanie Reynolds had received 42%. Douglass Barber elected.

For the office of IIMC Vice President, Stephanie Carouthers Kelly received 53% of the votes cast and Roxanne Schneider had received 47%. Stephanie Carouthers Kelly elected.

Oath of Office – Incoming Directors

President Simmons administered the oath of office to the following incoming IIMC Region Directors:

- Region I Director Julie Coelho, CMC, Warren, Rhode Island
- Region II Director Douglass Barber, CMC, Carrollton, Maryland
- Region III Director Pamela Smith, MMC, Sanibel, Florida
- Region V Director Robbie Hume, MMC, Lawrenceburg, Kentucky
- Region VIII Director Elizabeth Burke, MMC, Flagstaff, Arizona
- Region IX Director Aleta Neufeld, Alberta, Canada

Oath of Office – Incoming Executive Committee

The oath of office was administered to the following executive committee members:

- Vice President, Stephanie Carouthers Kelly, MMC
- President Elect, Mary J. Kayser, MMC
- President, Vincent Buttiglieri, MMC
- Immediate Past President, Monica Martinez-Simmons MMC

President's Comments

Incoming President Vincent Buttiglieri reviewed his background and road to the presidency. He challenged members to bring in a new member in the upcoming year.

Invitation to 2017 IIMC Conference

Sybile Brult, Montreal Tourism, invited members to the 2017 Annual IIMC Conference in Montreal, Canada.

Adjournment

With no further business, the meeting adjourned at 9:35 a.m.

Connie M. Deford
Recorder and Parliamentarian