

**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 70<sup>th</sup> 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 app 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 70<sup>th</sup> Annual Conference of the International Institute of Municipal Clerks.
- 2) Resolution recognizing City of Omaha, Nebraska for the 70<sup>th</sup> 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**

Sybille 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