

**INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS**

Annual Business Meeting

Hotel Bonaventure – Montreal, Canada

Wednesday, May 24, 2016

**Call to order**

President Vincent Buttiglieri called to order the Annual Business Meeting at the 71<sup>st</sup> Annual Conference of the International Institute of Municipal Clerks at 8:16 a.m. on Wednesday, May 24, 2017.

**Invocation**

The invocation was provided by Awilda Hernandez, MMC, Bowie, Maryland.

**Introductions and welcome**

President Buttiglieri welcomed all delegates and thanked them for attending the conference.

**Agenda**

The agenda was approved as distributed.

**Minutes**

Minutes of the May 21, 2016 Annual Business Meeting were distributed as approved by the Board of Directors. There were no corrections to the adopted minutes.

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 Buttiglieri reviewed the strides that IIMC has made in the past year, noting there are 890 in attendance at this year's conference, and total IIMC membership is in excess of 14,000. The President noted that 117 members served on 12 standing committees during the past year, and he reviewed the process for selecting the 20 members of the new Diversity Task Force.

**Financial Report**

Budget Committee Chair, Allen Suse, MMC, Haledon, New Jersey, provided the 2016-2017 budget review, noting that net income for the year was \$238,279.

## **Staff Updates**

Janis Daudt, Member Services Director, reported that there are 139 first-timers at this conference. As of April 30, membership stands at 14,552.

Ashley DiBlasi, Verification Manager, stated there are over 80 online learning opportunities available on the IIMC website, with more scheduled for later this year. There are 4,670 CMC and 1,330 MMC members.

## **Foundation Update**

Foundation President Colleen Nicol, MMC, Riverside, California, reported that the Foundation income for the past year was \$140,000, and \$50,00 was provided to IIMC for educational objectives. This year the Foundation will surpass \$1 million in giving to IIMC. A new website will be launched soon, making it easier to donate to the IIMC Foundation.

## **2017 Conference Resolutions**

The following resolutions were presented:

- 1) Resolution recognizing the City of Montreal, Canada for the 71st Annual Conference of the International Institute of Municipal Clerks.
- 2) Resolution recognizing Tourisme Montreal for the 71st Annual Conference of the International Institute of Municipal Clerks.

## **President's Awards of Merit**

President Buttiglieri presented this special award to Andrew Pavlica, MMC, City of Garfield, New Jersey.

## **Certificates of Appreciation – Outgoing IIMC Committee Chairs**

President Buttiglieri presented Certificates of Appreciation to Outgoing IIMC 2016-2017 Committee Chairs:

Budget & Planning, Allan Susen, MMC  
Conference, Marc Lemoine, MMC  
Education & Professional Development, Sharon Cassler, MMC  
Elections, Terri Kowal, CMC  
International Relations, Doug Tymchyshyn, CMC  
Membership, Lana McPherson, MMC  
Mentoring, Jeremy Gillis, MMC  
Policy Review, Mary Lynne Stratta, MMC  
Public Relations/Marketing, Debbie Burke, MMC

Records Management, Lisa Johnston, MMC  
Research & Resource, LaVette Hennigan, MMC

### **Certificate of Appreciation – Outgoing Region Directors**

President Buttiglieri presented Certificates of Appreciation to the Outgoing IIMC Region Directors:  
Region II Director Andrew Pavica, MMC  
Region IV Director Mary Ann Hess, MMC  
Region VI Director Anne B. Uecker, MMC  
Region VII Director Denise Chisum, MMC  
Region VIII Director RaNae Edwards, MMC  
Region X Director Debi A. Wilcox  
Region XI Director Bruce Poole, MMC  
Region XI Director Jaap Paans, MMC

### **Certificate of Appreciation – Outgoing Past President**

President Buttiglieri presented a certificate of appreciation to Past President Monica Martinez Simmons, MMC.

### **Election Results**

Election Committee Chair Teri Kowal, MMC, reported that for the office of IIMC Vice President, Lana McPherson received 61% of the votes cast and Anne Uecker had received 39%. Lana McPherson was elected.

Region II Director, Heidi Brunt received 68% of the votes cast and Stephanie Reynolds received 32%. Heidi Brunt elected.

Region XI Director, Kathryn Richmond received 75% and Edward Benevides, Hamilton, Bermuda, received 25%. Kathryn Richmond elected.

### **Oath of Office – Incoming Directors**

President Buttiglieri administered the oath of office to the following incoming IIMC Region Directors:  
Region II Director Heidi Brunt, MMC, Township of Middletown, New Jersey  
Region IV Director Janice Almy, MMC, Sand Springs, Oklahoma  
Region VI Director Daniel Buchholtz, MMC, Spring Lake Park, Minnesota  
Region VII Director Bobby Busch, MMC, Neodesha, Kansas  
Region VIII Director RaNae Edwards, MMC, Grand Island, Nebraska  
Region X Director Bonnie Hilford, Alberta, Canada

### **Oath of Office – Incoming Executive Committee**

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

Immediate Past President, Vincent Buttiglieri, MMC

Vice President, Lana McPherson, MMC

President Elect, Stephanie Carouthers Kelly, MMC

President, Mary J. Kayser, MMC

### **President's Comments**

Incoming President Mary Kayser challenged members to identify what they would like to be their legacy.

### **Invitation to 2017 IIMC Conference**

Alan Bull, MMC, Chief Deputy City Clerk of Norfolk, Virginia, invited members to the 2018 Annual IIMC Conference to be held May 20-23, 2018 in Norfolk, Virginia.

### **Adjournment**

With no further business, the meeting adjourned at 9:42 a.m.

Connie M. Deford

Recorder and Parliamentarian