

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS
Board of Directors Teleconference Meeting
October 25, 2017
Minutes

CALL TO ORDER

President Mary Kayser, MMC called the IIMC Board of Directors teleconference meeting to order at 11:02 a.m. (PDT)

Board Members Present:

President Mary Kayser, MMC
President Elect Stephanie Carouthers Kelly, MMC
Vice President Lana R. McPherson, MMC
Immediate Past President Vincent Buttiglieri, MMC
Region I Directors: Carol L. Anderson, MMC; Joseph F. Powers, MMC
Region II Directors: Douglass A. Barber, CMC; Heidi R. Brunt, MMC
Region III Directors: Pamela Smith, MMC; Lisa B. Vierling, MMC
Region IV Directors: Janice Almy, MMC; Diane Whitbey, MMC
Region V Directors: Robbie Hume, CMC; Mary Johnston, MMC
Region VI Directors: Daniel Buchholtz, MMC; Pam DeMouth, CMC
Region VII Directors: Brian L. Ruch, MMC
Region VIII Director: Elizabeth Burke, MMC; RaNae M. Edwards, MMC
Region IX Directors: Tracy Davis, MMC; Sheri L. Pierce, MMC
Region X Directors: Bonnie Hilford, CMC
Region XI Director: Djimmer Petrusma, MMC; Kathryn Richmond

Board Members Absent:

Region VII Director: Bobby G. Busch, MMC
Region X Director: Aleta Neufeld, CMC

The following IIMC staff members were present:

Executive Director: Chris Shalby
Administrative Coordinator/Recorder: Maria Miranda

Also present:

Parliamentarian: Connie Deford, CMC

Item 1 – Oath of Office

Region Directors Joseph Powers and Kathryn Richmond were sworn in by President Kayser.

Item 2 – Board Development Sessions

Director Shalby discussed the two-part Board Development sessions that will take place during the midyear meeting stating the following:

- Board Development will include discussion on Board roles, best practices and core values. This discussion will include an exercise that President Kayser introduced to Drs. Long and Duncan on how core values can be of value to IIMC.
- Midyear agenda, article on Board Governance and an article on Values-Based Leadership will be distributed to the Board on Monday, October 30th.

Item 3 – Budget Meeting Recap

Director Shalby gave a summary of the budget meeting held September 22-23, 2017 and stated the following:

- 2017 budget is expected to end in the black.
- There will be no increase in dues in 2018.
- In light of the hurricane-stricken regions, IIMC is offering additional discounts for the upcoming conference to Regions III and IV as a goodwill gesture.
- Eleven of the 20 members of the Diversity Task Force met on September 15, 2017 and will be submitting a report which includes several recommendations requiring vote during the midyear Board meeting.
- Staff 2018 salaries will be discussed during executive session at the Board meeting on Friday, November 17, 2017.

Item 4 – Closing Comments

Director Shalby stated all Board members are welcome to attend the Headquarters tour taking place on Thursday, November 16, 2017 and that Denice Cox will be distributing an email with information on transportation services for that day.

President Kayser reminded all Board members to read the midyear agenda and reports before the meeting takes place and that Board Liaisons will be presenting the committee reports.

Adjournment

The meeting adjourned at 11:18 a.m.

Maria Miranda

Recorder