

**INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS**  
**Annual Business Meeting**  
**Marriott Hotel/Convention Center**  
**Norfolk, Virginia**  
**Wednesday, May 23, 2018**  
**Agenda**

<b>Call to Order</b>	The Annual Business Meeting of the 72nd Annual Conference of the International Institute of Municipal Clerks
<b>Welcome to Delegates</b>	President Mary Kayser, MMC, Fort Worth, TX
<b>Invocation</b>	Tanya B. Lacey, CMC, Fredericksburg, VA
<b>Introductions</b>	President – Mary Kayser, MMC, Fort Worth, TX President Elect - Stephanie Carouthers Kelly, MMC, Charlotte, NC Vice President – Lana McPherson, MMC, DeSoto, KS Immediate Past President - Vincent Buttiglieri, MMC, Ocean, NJ Recorder and Parliamentarian Connie Deford, CMC, Bay City, MI Executive Director – Chris Shalby, Rancho Cucamonga, CA
<b>Approval of Agenda</b>	Motion that the agenda be approved as presented.
<b>Minutes</b>	Annual Business Meeting from Wednesday, May 24, 2017
<b>IIMC Year in Review</b>	President Mary Kayser, MMC
<b>IIMC Financial Report</b>	2017-2018 Budget Report – Budget Committee Chair, Marc Lemoine, MMC, Winnipeg, Canada
<b>IIMC Constitution Amendments</b>	Claudene Anthony, MMC, Chair, Elections Committee
<b>Foundation Update</b>	Foundation President Colleen Nicol, MMC, Riverside, CA
<b>2018 Conference Resolutions</b>	Resolution of the International Institute of Municipal Clerks recognizing City of Norfolk, Virginia for the 72nd Annual Conference of the International Institute of Municipal Clerks  Resolution of the International Institute of Municipal Clerks recognizing Co-Host Clerks for the 72nd Annual Conference of the International Institute of Municipal Clerks  Resolution of the International Institute of Municipal Clerks recognizing Host State for the 72nd Annual Conference of the International Institute of Municipal Clerks
<b>President's Award of Merit –</b>	IIMC President Mary Kayser, MMC

**Certificates of  
Appreciation**

**Outgoing IIMC 2017-2018 Committee Chairs**

Budget & Planning, Marc Lemoine, MMC  
Conference, Alice Attwood, MMC  
Education & Professional Development, Colleen Nicol, MMC  
Elections, Claudene Anthony, CMC  
International Relations, Brenda Kay Young, MMC  
Legislative, Kimberley Rau, MMC  
Membership/Mentoring, Marita Rhude, MMC  
Policy Review, Nancy Vincent, MMC  
Public Relations/Marketing, Anthony Mejia, MMC  
Records Management, Sandra McKinley, CMC  
Research & Resource, Lanaii Benne, MMC

**Certificates of  
Appreciation**

Region I Director  
Region III Director  
Region IV Director  
Region V Director  
Region VI Director  
Region VII Director  
Region IX Director  
Region XI Director  
Immediate Past President

**Outgoing 2017-2018 IIMC Region Directors**

Carol Anderson, MMC, Torrington, CT  
Lisa Vierling, MMC, High Point, NC  
Diane Whitbey, MMC, North Little Rock, AR  
Mary Johnston, MMC, Westerville, OH  
Pamela DeMouth, MMC, Ankeny, IA  
Brian "Petie" Ruch, MMC, Beardstown, IL  
Tracy Davis, MMC, Keizer, OR  
Djimmer Petrusma, MMC, Dronten, The Netherlands  
Vincent Buttiglieri, MMC, Ocean, NJ

**Election Results  
Vice President**

Claudene Anthony, Chair, Elections Committee

**Oath of Office**

Region I Director  
Region III Director  
Region IV Director  
Region V Director  
Region VI Director  
Region VII Director  
Region IX Director  
Region XI Director

**Incoming 2018-2019 IIMC Region Directors**

Sandra Pinsonault, MMC, Dorset, VT  
Sonja Tolbert, CMC, Albany, GA  
Leticia Vacek, MMC, San Antonio, TX  
Leon Wright, CMC, Van Buren, MI  
Marie Moe, MMC, Portage, WI  
Helen Ingold, MMC, Crestwood, MO  
Dawn Abrahamson, MMC, Vallejo, CA  
Djimmer Petrusma, MMC, Dronten, The Netherlands

**Oath of Office**

Past President  
Vice President  
President Elect  
President

**Incoming Executive Committee**

Mary Kayser, MMC, Ft. Worth, TX  
Mary Johnston, MMC, Westerville, OH  
Lana McPherson, MMC, De Soto, KS  
Stephanie Carouthers Kelly, MMC, Charlotte, NC

**President's Comments**

**Stephanie Carouthers Kelly, MMC**

**Other Business**

**Invitation to the 2019 Annual Conference – Birmingham, Alabama – Lee Frazier**

**Adjournment**