

**International Institute of Municipal Clerks**  
**Hyatt Hotel**  
**Atlanta, Georgia**  
**Thursday, May 22, 2008**

**MINUTES**

**CALL TO ORDER**

The meeting was called to order by President Dyanne Reese.

**INTRODUCTIONS**

President Reese introduced the Executive Committee, the Board of Directors and the parliamentarian, Olivia Parks Woods.

**WELCOME**

President Reese welcomed new board members.

**MEMBERS PRESENT**

In attendance were Executive Committee members - Mary Lynne Stratta, MMC, Sharon Cassler, MMC, and Chuck Tokar, MMC Directors-Linda Cohen, MMC, Bernice Dixon, Carol Jacobs, MMC, Jane Williams-Warren, MMC, Stephanie Kelly, CMC, Glenda Morgan, MMC, Barbara Blackard, MMC, Eddie Myers, CMC, Kathryn Dorman, CMC, Brenda Kay Young, MMC, Carolyn Brownfield, MMC, Shari Moore, CMC, Rick Goeckner, MMC, Jerry Lovett-Sperling, MMC, Stephanie Kalasz, Monica Simmons, CMC, Pamela Kolacy, MMC, Colleen Nicol, MMC, Marc Lemoine, Bernie White, CMC, Nick Randle and Tom Van Der Hoven.  
Also in attendance – Chris Shalby, IIMC Executive Director Serving as Parliamentarian/Recorder was Olivia Parks Woods

**APPROVAL OF MINUTES**

**MOVED AND SECONDED**

Motion to approve the Minutes of February 15, 2008 Board Teleconference

**MOTION CARRIED**

**ACCIDENT REPORTED**

Chris Shalby reported that Barbara Stinson fell during IIMC Annual Conference at the All Conference Event at Stone Mountain Park. She was rushed to the hospital. However, Barbara was examined and released. She is doing ok.

**IIMC OVERVIEW**

Chris will e-mail a Power Point Presentation regarding IIMC staff which includes three contractors of which Chris is one. His evaluation will be in November. Also, Chris will send the IIMC Board a “Friday Letter” to stay in touch including an Education Report. He will also send past “Friday Letters” to assist new members in gaining a historical perspective on prior issues. Board members were invited to call or e-mail Chris at any time. Upon request, Chris will immediately send a press release to Executive Committee members and new Board member.

**2008-2009 IIMC Board  
Teleconference Dates**

The following dates have been scheduled to hold IIMC Board Teleconferences:

- July 8, 2008
- October 7, 2008
- January 13, 2009

Additional dates may be scheduled later. A 48-hour notice is only required but the Board is usually given a 2-week notice.

The Budget and Planning Committee will meet with staff August 21 – 23, 2008. The Executive Committee will meet February 19 – 22, 2009. At this meeting, the budget and issues relating to staff will be considered. The location is still under consideration.

The Mid-year Board Meeting will be held November 6 – 8 or 9, 2008 at the Mission Inn in Riverside, CA. The IIMC staff will participate in the meeting on November 7. Board members were advised to fly into the Ontario Airport. Shuttle service is available from the airport to the hotel. President Reese commented that holding the Board meeting in Riverside, CA would reduce the cost of travel expenses since it is near IIMC Headquarters. In addition, MCEF will hold its meeting on November 9 at the same location. It was noted that IIMC picks up the cost of travel expenses to the Mid-year Board Meeting for members.

Chris advised new board members that IIMC owns the Headquarters building and currently has two tenants.

Adjournment

Submitted by Olivia P. Woods