

International Institute of Municipal Clerks
2020 – 2021 Board Agenda
Wednesday, May 20, 2020 – Virtual Meeting

Call to Order

Roll Call

Swearing-in for new Board – Past President McPherson

Swearing-in for Executive Committee

- a. Past President – McPherson sworn in by Chuck Tokar
- b. Vice President – Smith sworn in by her Mayor Kevin Ruane
- c. President Elect – Pierce sworn in by Colleen Nicol
- d. President – Mary Johnston sworn in by Chuck Tokar

President Mary Johnston Remarks

Accord of Trust – handout – We will email -- please sign and return

Role of Board – Johnston – Policy handout on Region Directors Responsibilities

Budget & Planning Committee Chair Appointment – Pamela Smith

Need Name – **Board Approval Required**

***Per IIMC Policy – Management’s comments regarding appointment to this Committee

2020 President, EC and ED Travels – Regions X/XI – **Action Required**

- AMCTO Conference – Canada – TBD – Bains/Huycke – Region X Directors
- SLCC Conference – United Kingdom – October 13-14 – Johnston/Shalby
- IMASA Conference – South Africa – Not Attending - ROTATION POLICY
- LGMA Conference – British Columbia, Canada – October –TBD
- ADSO Conference – United Kingdom -- November – Region XI Director/TBD
- VVG Conference – The Netherlands – Region XI Director/TBD/Johnston/Shalby

Budget & Planning Meeting – IIMC HQ – September 2020 – BP, EC and IIMC staff - TBD

Executive Committee Meeting – IIMC HQ – September 2020 – EC and ED - TBD

Mid-Year meeting – November 12-15, 2020 – Johnston/Shalby

- Location – Mission Inn, Riverside, CA
- Board Development – Johnston/Shalby – California Institute Director – Maureen Kane

Executive Director Remarks – Shalby

- Friday letter - weekly
- Quarterly financials
- News Releases
- Contacting IIMC staff
- Shalby Vacation – TBD

Other Business – Recommended Policies

Executive Director Shalby recommends:

2020 EC/ED Upcoming Travels

- 2021 Site Visit – Grand Rapids – TBD – Johnston/Shalby/DiBlasi
- Budget & Planning Meeting – IIMC HQ – TBD September – BP, EC and IIMC staff
- Executive Committee Meeting – IIMC HQ – TBD September – EC and ED
- National League of Cities Conference – TBD November 2020 – Tampa Bay, FL, Shalby