

**International Institute of Municipal Clerks
Board of Directors
May 20, 2020**

Incoming President Johnston called the board meeting to order at 8:30 a.m. PDT via Zoom.

The following were in attendance:

President Mary Johnston, MMC
President Elect Sheri Pierce, MMC
Vice President Pamela Smith, MMC
Immediate Past President Lana McPherson, MMC
Region I Directors: Sandra Pinsonault, MMC; Ann Quirk, MMC
Region II Directors: Teresa Hudson, MMC; Diane Pflugfelder, MMC
Region III Directors: Camilla Pitman, MMC
Region IV Directors: Janice Almy, MMC
Region V Directors: Janice Bates, MMC; Leon Wright, MMC
Region VI Director: Marie Moe, MMC
Region VII Directors: Janet Gray, MMC; Helen Ingold, CMC
Region VIII Directors: Lisa Garcia, MMC; Sabrina Mercadante, MMC
Region IX Director: Dawn Abrahamson, MMC; Scott Passey, MMC
Region X Directors: Angila Bains, CMC; Stephen Huycke
Region XI Director: Sarah Jeffries

Board Member Excused:

Region III Director Sonja Tolbert, CMC
Region IV Director Leticia Vacek, MMC
Region VI Director P. Kay Cmelik, MMC

Others present:

Past IIMC President Colleen Nicol, Riverside, CA
Past IIMC President Mayor Chuck Tokar, Chicago Ridge, IL
Mayor Kevin Ruane, Sanibel, FL
Westerville, Ohio City officials
Executive Director Chris Shalby
Parliamentarian, Connie Deford, CMC

Oath of Office – Incoming Directors

Immediate Past President McPherson administered the oath of office to the following incoming IIMC Region Directors:

Region II Director Diane Pflugfelder, MMC, Great Meadows, NJ
Region IV Director Phyllis McGraw, MMC, Bossier City, LA
Region VII Director Janet Gray, MMC, Rantoul, IL
Region VIII Director Sabrina Mercadante, MMC, Henderson, NV
Region X Director Stephen Huycke, Richmond Hill, ON, Canada
Region XI Director Sarah Jeffries, Warminster, Wiltshire, England

Oath of Office – Incoming Executive Committee

The oath of office was administered to the following executive committee members: Immediate Past President, Lana McPherson, MMC, by IIMC Past President and current Chicago Ridge Mayor Chuck Tokar; Vice President, Pamela Smith, MMC, by Sanibel Mayor Kevin Ruane; President Elect, Sheri Pierce, MMC, by IIMC Past President Colleen Nicol, MMC

President Mary Johnston, MMC, was sworn in by IIMC Past President Chuck Tokar.

President's Comments

President Johnston thanked Chuck Tokar and his wife, Westerville City Council and staff. She expressed her appreciation to outgoing IIMC board members and Past President Stephanie Kelly for their service. President Johnston welcomed new board members, and thanked her family, IIMC staff members, Ohio Clerks, and her "Sisters by Choice" for their support.

She noted that this meeting is being recorded and will be available for viewing at the IIMC website.

Online Meeting Standing Rules

There was no objection to the proposed rules distributed with the call to the meeting, and they were adopted by unanimous consent.

Accord of Trust

Members were requested to sign a copy and return it to IIMC Headquarters. They were also provided with a copy of Chapter 2.30 of the Policy Manual dealing with Region Director Responsibilities.

Budget & Planning Committee Appointment

In accordance with IIMC Policy, Vice President Smith recommended IIMC Past President Brenda Kay Young, MMC, be appointed to the Budget & Planning Committee. Director Abrahamson moved to approve the appointment. Motion adopted.

President, Executive Committee, and Executive Director Travels

Executive Director Shalby reviewed the travel plans for the President, executive committee members, and Executive Director for the upcoming year. Immediate Past President McPherson moved approval of the travel plans as presented. Motion adopted.

Budget & Planning Committee Meeting

The Budget and Planning Committee will meet on dates to be determined in September at IIMC Headquarters. The Executive Committee will meet following that meeting.

Mid-Year Board Meeting

It was announced that the mid-year meeting will be in Riverside, California at the Mission Inn November 12-15, with Thursday and Sunday travel days. The board development will be presented by California Institute Director Maureen Kane.

Executive Director Remarks

ED Shalby stated he will continue to send out the weekly Friday letter, and financial reports are sent out quarterly.

If incoming Board and Executive Committee members wish to have a press release issued by IIMC, they are to contact Executive Director Shalby.

Members were encouraged to contact staff directly with questions or concerns.

The Executive Director will take the bulk of his vacation time in December.

He and the Parliamentarian will work on the proposed amendments to the constitution—the amendment regarding Regional Director requirements proposed to be handled in 2020 as well as a new proposal regarding honorary membership. The election committee will also be involved in preparing the proposals for vote in 2021.

Adjournment

With no further business, the meeting adjourned at 9:15 a.m. PDT.

Connie M. Deford
Parliamentarian