

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS
Board of Directors Meeting
May 14, 2021
Grand Rapids, Michigan
Minutes

CALL TO ORDER

President Sheri Pierce called the IIMC Board of Directors meeting to order in-person and via Zoom at 12:26 p.m. EDT, Thursday, May 14, 2021.

Board Members Present:

President Sheri L. Pierce, MMC
President Elect Pamela Smith, MMC
Vice President Mary Ann Hess, MMC
Immediate Past President Mary Johnston, MMC
Region I Directors: Susan Haag, MMC; Ann M. Quirk, MMC
Region II Directors: Teresa K. Hudson, MMC; Diane Pflugfelder, MMC
Region III Directors: Lee Frazier, MMC; Camilla G. Pitman, MMC
Region IV Directors: Phyllis McGraw, MMC; Angela Richburg, MMC
Region V Directors: Janice M. Bates, MMC; Angie Marshall, MMC
Region VI Director: Marita Rhude, MMC
Region VII Directors: Janet Gray, MMC; Celyn Hurtago, MMC
Region VIII Directors: Lisa Garcia, MMC; LuAnn Holmes, MMC
Region IX Directors: Scott Passey, MMC; Ruth Post, MMC
Region X Directors: Angila Bains, CMC; Stephen Huycke
Region XI Directors: Sarah Jeffries; Hans Rijs, MMC

Also present:

Executive Director Chris Shalby
Parliamentarian and Recorder Connie Deford

New Board Members

President Pierce swore in the following new board members:

Region I Director Susan Haag, MMC, Austerlitz, NY
Region VI Director Marita Rhude, MMC, Barrett, MN
Region XI Director Hans Rijs, MMC, the Netherlands

Accord of Trust

Members were requested to sign and return the Accord of Trust.

Role of Board

President Pierce noted that the role of the board, as contained in the IIMC Policies, will be reviewed at the mid-year meeting.

Budget & Planning Committee Appointment

In accordance with IIMC Policy, Vice President Hess recommended Terri Kowal, MMC, be appointed to the Budget & Planning Committee. Past President Mary Johnston 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. Director Garcia moved approval of the travel plans as presented. Motion adopted.

Budget & Planning Committee Meeting

The Budget and Planning Committee and the Executive Committee will meet in September at Headquarters.

Mid-Year Board Meeting

It was announced that the mid-year meeting will be in Riverside, California, at the Mission Inn the weekend of October 21-24, with Thursday and Sunday travel days.

Executive Director Remarks

ED Shalby advised that an IIMC employee will be moving out of state and will continue working from the new location.

Site visits for the 2026 conference will be conducted in July, August, and September. The Board will choose the location at the mid-year meeting.

ED Shalby 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.

Details about arrangements, time and location for this evening's reception and banquet were provided.

The constitutional amendment approved at the annual business meeting will be forwarded to IIMC members for vote within the next 60 days. The constitutional amendment that was not approved at the annual meeting will be referred back to the Policy Committee.

Region VI Director P. Kay Cmelik has resigned from the board, and the Iowa Association will be contacted to see if they want to keep the position with their state. If not, it will be advertised to Region VI members.

President's Remarks

President Pierce advised that she will be providing communications to the Board regarding the Little Rock Conference and any Executive Committee action. She wants everyone to keep informed and will be distributing many emails. If there is anything of importance that must be decided, a special Board meeting will be scheduled.

Adjournment

With no further business, the meeting adjourned at 12:55 p.m. EDT.

Connie Deford
Parliamentarian and Recorder