

**International Institute of Municipal Clerks**  
Annual Business Meeting  
Calgary, AB, Canada  
Wednesday, May 22, 2024

**Call to Order**

President Mary Ann Hess, MMC, called to order the Annual Business Meeting at the 78<sup>th</sup> Annual Conference of the International Institute of Municipal Clerks at 8:00 a.m. MDT on Wednesday, May 22, 2024.

**Welcome to Delegates**

The executive committee members seated at the head table were introduced and President Hess welcomed delegates and thanked them for attending the conference.

**Approval of Agenda**

Without objection, the agenda was approved as distributed.

**Minutes**

President Hess explained the minutes of the 2024 annual meeting were approved by the Board of Directors at their Annual meeting. Region X Director Lana Antony, CMC, made a motion to accept the minutes, seconded by Region VII Director Celyn Hurtado, CMC. Motion carried.

**IIMC Year in Review**

President Hess provided a positive overview of the accomplishments made by IIMC and its members during the past year.

**IIMC Financial Report**

Budget Committee Vice Chair Barbara Blackard, MMC, reviewed IIMC's financial report for the Year Ended December 31, 2023 which was provided to the delegates at the meeting. It was noted that IIMC had another great financial year.

**Foundation Report**

President Buster Brown introduced IIMC Foundation Board Members. The IIMC Foundation raised \$17,000 at the Monday night Donor reception and President Brown would be matching the \$1,800 donations for scholarships. The Foundation has \$4 million in restricted and unrestricted funds as well as \$45,000 through scholarships and IIMC.

**2024 Conference Resolutions**

Region VII Director Leesa Ross, MMC, moved for the adoption of the Resolution recognizing the City of Calgary, Alberta, for the 78<sup>th</sup> Annual Conference of the International Institute of Municipal Clerks. Seconded by Region II Director Travis Morris, MMC, motion carried.

Joel Hondorp, MMC, moved for the adoption of the Resolution recognizing the Host Clerk for the 78<sup>th</sup> Annual Conference of the International Institute of Municipal Clerks. Seconded by Lindsey Grigg, MMC, motion carried.

Region IX Director Jamie Newman, MMC, moved for the adoption of the Resolution recognizing Host Province Alberta for the 78<sup>th</sup> Annual Conference of the International Institute of Municipal Clerks. Seconded by Region X Director Lana Antony, CMC, motion carried.

### **President's Award of Merit**

President Hess presented the President's Award of Merit to Region IV Director Angela Richburg, MMC.

### **Certificates of Appreciation – Outgoing IIMC 2023-2024 Committee Chairs**

President Hess presented Certificates of Appreciation to Outgoing IIMC Committee Chairs:

Budget & Planning – Terri Kowal, MMC

Conference – Cheryl Hyde

Education & Professional Development – Elizabeth Garcia-Beckford, MMC

Elections – Joel Hondorp, MMC

International Relations – Arnout van Kooij, MMC

Membership/Mentoring – Aimee Nemer, MMC

Policy – Camilla Pitman, MMC

Public Relations/Marketing – Ann Quirk, MMC

Records Management – Lucinda Williams, MMC

Research & Resource – Teresa Hudson, MMC

### **Certificates of Appreciation – Outgoing Region Directors**

President Hess presented Certificates of Appreciation to Outgoing IIMC Region Directors:

Region I Director Susan Haag, MMC, Austerlitz, NY

Region III Director Lee Frazier, MMC, Birmingham, AL

Region IV Director Angela Richburg, MMC, Byram, MS

Region V Director Angela Marshall, MMC, Kingsport, TN

Region VI Director Marita Rhude, MMC, Barrett, MN

Region VII Director Celyn Hurtado, MMC, Garden City, KS

Region IX Director Ruth Post, MMC, Philomath, OR

Region X Director Johannes Rijs, MMC, Bodegraven-Reeuwijk, Netherlands

Immediate Past President Pamela Smith, MMC, Lee County, FL

### **Election Results**

Elections Committee Chair Joel Hondorp, MMC, reported that for the Office of Vice President, 2,245 votes were cast. Lee Frazier, MMC, received 1,288 and Camilla Pitman, MMC, received 957. Lee Frazier was declared Vice President.

### **Oath of Office – Incoming Directors**

President Hess administered the oath of office to the following incoming IIMC Region Directors:

Region I Director Kerri Parker, CMC, Meridith, NH

Region III Director Lori McWilliams, MMC, Tequesta, FL

Region IV Director Curtis Green, CMC, Broken Arrow, OK

Region V Director Kathy Walker, MMC, Nicholasville, KY

Region VI Director Trish Gleason, MMC, Dubuque, IA

Region VII Director Margaret Gray, South Elgin, IL

Region IX Director Marc Donohue, MMC, Eastvale, CA  
Region XI Director Arnout van Kooij, MMC, IJsselstein, Netherlands

### **Oath of Office – Incoming Executive Committee**

The oath of office was administered to the following Executive Committee members:  
Past President, Mary Ann Hess, MMC, by Vincent Buttiglieri, MMC.  
Vice President Lee Frazier, MMC, by Past President Dyanne Reese, MMC.  
President Elect Dawn Abrahamson, MMC, by Joan Tilton, MMC.  
President Lisa Garcia, MMC, by Valentino and Jace Garcia.

### **President's Comments**

President Garcia expressed her thanks for the honor of serving as IIMC President and hopes to continue to encourage and empower Clerks over the next year. She introduced her family members present for the ceremony.

### **Other Business**

IIMC Past President Stephanie Kelly, MMC, recommended that the Board review the election policy and other methods of election to garner more involvement in elections. She stated many cities IT departments do not allow access to websites such as survey monkey and can prevent involvement in elections.

### **Invitation to the 2025 Annual Conference**

A video highlights the City of St. Louis, Missouri was presented for the 79<sup>th</sup> Annual Conference in 2025 and Karen Goodwin, MMC, Florissant, Missouri, invited delegates to attend next May and highlighted the host hotel and All-Conference Event location.

### **Adjournment**

With no further business, the meeting adjourned at 8:51 a.m. MDT.

Savanna Burton, CMC  
Deputy City Clerk  
Florissant, MO  
Recorder