

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS  
Annual Business Meeting  
Birmingham, Alabama  
Wednesday, May 22, 2019

**Call to order**

President Stephanie Carouthers Kelly, MMC, called to order the Annual Business Meeting at the 73<sup>rd</sup> Annual Conference of the International Institute of Municipal Clerks at 7:45 a.m. on Wednesday, May 22, 2019.

**Invocation**

The invocation was provided by Gregory Saxton, South Carolina Association President, Town Clerk, Awendaw, South Carolina.

**Introductions and welcome**

Those seated at the head table were introduced, and President Kelly welcomed all delegates and thanked them for attending the conference.

**Agenda**

Without objection, the agenda was approved as distributed.

**Minutes**

Minutes of the May 23, 2018 Annual Business Meeting were distributed as approved by the Board of Directors. There were no corrections to the adopted minutes.

It was noted that minutes of this year's annual meeting will be referred to the Board of Directors for approval at the mid-year meeting in November.

**IIMC Year in Review**

President Kelly provided an overview of the accomplishments made by IIMC and its members during the past year.

**Financial Report**

Budget Committee Chair, Bernie White, MMC, Retired Clerk from Cape Breton, Nova Scotia, Canada noted that IIMC financial Information for the Year Ended December 31, 2018 shows that IIMC is in a strong position with a positive change in net assets of \$330,778.

**Foundation Update**

Foundation President Mary Lynne Stratta , MMC, Bryan, Texas, reported that the Foundation was created in 1984 and as of March 31, 2019 has contributed over \$1 million to education for IIMC members. Also, as of the end of March, the Foundation had over \$2 million, and the interest on those funds support IIMC education programs.

On behalf of the New Jersey Clerks Association, Vincent Buttiglieri, MMC, Township of Ocean, and Andrew Pavlica, MMC, City of Garfield, presented a \$10,000 check for a Foundation Endowment.

**IIMC Education Update**

IIMC Assistant Director of Professional Development Ashley DiBlasi provided information on additional education opportunities. We have more than 300 new MMCs since last year's annual meeting.

### **2019 Conference Resolutions**

Lana McPherson, MMC, DeSoto, KS, moved adoption of the Resolution recognizing the City of Birmingham, AL, for the 72<sup>nd</sup> Annual Conference of the International Institute of Municipal Clerks. Resolution adopted.

Lana McPherson, MMC, DeSoto, KS, moved adoption of the Resolution recognizing the Host Clerk for the 73<sup>rd</sup> Annual Conference of the International Institute of Municipal Clerks. Resolution adopted.

Lana McPherson, MMC, DeSoto, KS, moved adoption of the Resolution recognizing Host State for the 73<sup>rd</sup> Annual Conference of the International Institute of Municipal Clerks. Resolution adopted.

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

President Kelly presented this special award to Bernie White, Newfoundland, Canada.

### **Recess of Meeting**

An emergency recess was called as all attendees evacuated the building at 8:37 a.m. because of a fire alarm. The "all clear" was sounded at 8:44 a.m., and members returned to the room. The meeting resumed at 8:50 a.m.

### **President's Award of Merit (continued)**

President Kelly continued her presentations to Andrew Pavlica, MMC, City of Garfield, New Jersey, and to Monica Martinez Simmons, MMC, Settle, Washington.

### **Certificates of Appreciation – Outgoing IIMC Committee Chairs**

President Kelly presented Certificates of Appreciation to Outgoing IIMC 2018-2019 Committee Chairs:

- Budget & Planning, Bernie White, MMC
- Conference, Karla Graham, MMC
- Education & Professional Development, Kittie Kopitke, MMC
- Elections, Awilda Hernandez, MMC
- International Relations, Eelco Groenenboom, MMC
- Legislative, Debra Mangan, MMC
- Membership/Mentoring, Ricca Charlon, CMC
- Policy Review, Casey Carl
- Public Relations/Marketing, Camilla Pitman, MMC
- Records Management, Stephen French, MMC
- Research & Resource, Kathleen Montejo, MMC

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

President Kelly presented Certificates of Appreciation to the Outgoing IIMC Region Directors:

- Region I Director Joseph Powers, MMC, Wellfleet, MA
- Region II Director, Douglas Barber
- Region II Director, Heidi Brunt
- Region III Director Pamela Smith, MMC, Sanibel, FL
- Region V Director Robbie Hume, MMC, Lawrenceburg, KY
- Region VIII Director, Elizabeth Burke, MMC, Fountain Hills, AZ
- Region X Director Aleta Neufeld, CMC, Lethbridge, Alberta, Canada

### **Certificate of Appreciation – Outgoing Past President**

President Kelly presented a certificate of appreciation to Past President Mary Kayser, MMC, Ft. Worth, TX.

**Election Results**

Election Committee Chair Awilda Hernandez, MMC, reported that for the office of IIMC Vice President, Sheri Pierce received 64.63% of the 1,682 votes cast.

**Oath of Office – Incoming Directors**

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

Region I Director Ann Quirk, MMC, Barnstable, MA

Region II Director Teresa Hudson, MMC, Milford, DE

Region III Director Camilla Pitman, MMC, Greenville, SC

Region V Director Janice Bates, MMC, Tipp City, OH

Region VIII Director Lisa Garcia, MMC, Florence, AZ

Region IX Director Scott Passey, MMC, Edmonds, WA

Region XI Director Angila Bains, CMC, Saanich, BC, Canada

**Oath of Office – Incoming Executive Committee**

The oath of office was administered to the following executive committee members:

Immediate Past President, Stephanie Carouthers Kelly, MMC, by Dyanne Reese, MMC

Vice President, Sheri Pierce, MMC, by Tracy Davis, MMC

President Elect, Mary Johnson, MMC, by Sharon Cassler, MMC

President Lana McPherson, MMC, was sworn in by IIMC Past President Tom Roberts.

**President's Comments**

President McPherson's message focused on the power of one, and that each of us should "Be the One!"

**Invitation to 2018 IIMC Conference**

A video highlighting the City of St. Louis was presented for the 74th Annual Convention in 2020 with the theme "Meet Me in St. Louis."

**Adjournment**

With no further business, the meeting adjourned at 9:22 a.m.

Connie M. Deford

Recorder and Parliamentarian