

City Clerk's & Municipal Finance Officers Association
Board Meeting Minutes
March 15, 2016
DoubleTree by Hilton Wichita Airport

The CCMFOA Board met at 5:00 p.m. on Tuesday, March 15, 2016, at the DoubleTree by Hilton Wichita Airport, with the following members present: Stacey Crum, City of Concordia, President; Martha Sumrall, City of Mission, Vice President, Debbie Price, City of Marysville, Secretary; Amy Burton, City of Ellis, Treasurer, Bobby Busch, City of Neodesha, Immediate Past President.

Board Members Present: Wanda Gabel, Ness City; Tammy Seely, McPherson; Amy Zortz, Weir and Karen Sublett, Wichita. Also present: Gayle Martin, Institute Director.

After introductions, the minutes from the November 4, 2015 Board Meeting were presented and reviewed. Amy Z. moved to approve the minutes as presented. Bobby B. seconded. Motion carried unanimously.

The Treasurer's report as of February 29, 2016 was presented. Total funds are \$122,969.78. No action was taken.

Old Business:

1. CCMFOA Logo. Stacey reminded everyone of the last discussion and asked if the Board wanted to pursue updating the CCMFOA logo. Consensus is to send a survey to the entire Association to get feedback and ask if there is interest.

New Business:

- A. Reports from Committees. Amy B. informed everyone we have a few Regions without Chair members. The Board discussed sending topics to Region Chairs to get more interest and attendance. Gayle mentioned working with IIMC to get approval for points toward certification if attending/hosting a meeting.
- B. Reports from Board Members. None
- C. CCMFOA Website. Martha said she is working with the Communications Committee on assisting Deb Mootz with updates to the CCMFOA website and is taking suggestions and ideas to clean it up.
- D. Break Food at Conferences. Stacey reported on costs of break food at conferences. Gayle said it works out to \$22.00 to \$28.00 per person with 20% fee plus tax. The Board discussed various options. Consensus was to revisit the topic at the board meeting in June.
- E. Vendor Fair. Debbie said there are thirty-seven vendors this year, totaling \$25,690 in revenue. There are seven platinum vendors, which is a record.
- F. Past President/Clerk of the Year Appreciation. Stacey discussed the event and positive comments she had gotten. Board consensus is to continue with the event, sending invitations every three years.
- G. Central National Bank Resolution for Authorized Signatures. Martha moved, Amy B seconded approval of a bank resolution, authorizing appropriate signatures. Motion carried unanimously.
- H. Amending previous minutes. Stacey reported receiving an e-mail from Marian Cook, Overland Park about to the minutes from the Board meeting dated June 19, 2015. The minutes reflect a motion by Lana McPherson to approve ten (10) \$1,000 scholarships for the 2016 IIMC Conference. Marion indicated Lana is not a Board Member. Amy Z. recalled she made the

original motion. Amy Z. then moved, Bobby B. seconded to amend the minutes from June 19, 2015 to reflect the correction. Motion carried unanimously.

- I. Reconsideration of Board reimbursement. Stacey said Marian Cook, Overland park also asked for reconsideration of the decision made for CCMFOA to reimburse the registration fees for the President and half for the Executive Board at Institute/Academy and Spring Conference. After discussion on education points, hours of time, years of service, obtaining volunteers and funding, no action was taken.
- J. Institute Directors Report. Gayle provided evaluations from Institute and Academy, discussing class numbers and Spring Conference counts. Financials for 2015 Institute were also presented and discussed. Amy B. suggested sending a survey to the membership about future break food. Upcoming contract negotiations, splitting Institute and Academy, keeping speaker line items, keeping certifications and obtaining a proposal for case studies for capstones was discussed. No action was taken.

Announcements: Upcoming CCMFOA/IIMC events were listed. No action taken, information only.

There being no further business, at 6:56 p.m., Wanda moved to adjourn, Amy Z. seconded. Motion carried unanimously.

Respectfully submitted,

Debbie M. Price, MMC
CCMFOA Secretary