

**City Clerk's and Municipal Finance Officers Association**  
**Business Meeting Minutes**  
**November 17, 2016**  
**Wichita DoubleTree by Hilton**

**Call to Order (12:23 p.m.)** – Martha Sumrall

**Recognition of the Certification Institute classes, new CMC's/MMC's, Retirees, and Hospitality Room sponsors** – Martha Sumrall

**Approval of March 17, 2016 Business Meeting Minutes.** Bobby Busch, Neodesha, moved to approve the Minutes from the Business Meeting on March 17, 2016 as presented. Denise Duerksen, Newton, seconded the motion. The motion carried unanimously.

**Approval of Treasurer's Report.** Stephen Powell presented the Treasurer's Report from June 1, 2016 through October 31, 2016. The Association has total funds available of \$104,672.40. Ethan Reimer, Halstead, moved to approve the Treasurer's Report as presented. Lana McPherson, De Soto, seconded the motion. The motion carried unanimously.

**Committee Reports.**

- *Membership/Mentoring/Regional Committee* – Stephen Powell  
All Region Chair vacancies have been filled. If clerks are interested in being a mentor, or would like to have a mentor, please contact Martha Sumrall for an assignment.
- *Education/Program Planning & Education/Certification Committees* – Debbie Price  
The Education Program Planning and Certification Committees met in June to begin planning Spring Conference. The Committees will meet again on Friday afternoon after Academy to finalize Spring Conference speakers and topics. The Association will host the IIMC Region VII meeting on the Friday of Spring Conference.
- *Hospitality Committee* – Sheri Wedel  
Attendance at the hospitality room has been great. Everyone is invited to come to Room 501 from 9:00 p.m. to 11:00 after the banquet.
- *Legislative Committee* – Elizabeth Kelley  
Reminded everyone that the League of Kansas Municipalities regularly issues Legislative Alerts and to contact the League if you are not receiving them through your email.
- *Manual/By-Laws Committee* – Bobby Busch  
Nothing to report.
- *Nominating Committee* – Stacey Smith  
A slate of officers has been developed for approval at the Spring business meeting: President – Debbie Price, Marysville; Vice President - Amy Burton, Ellis; Secretary - Stephen Powell, Shawnee; Treasurer – Christy Pyatt, Greensburg; Immediate Past President – Martha Sumrall, Mission; Board Members: Karen Sublett, Wichita; Danielle Young, Cheney; Keri Reiner, Atwood; Amy Zortz, Weir; Celyn Hurtado, Garden City; and Tammy Seely, McPherson.
- *Communications Committee* – Elizabeth Kelley  
If anyone has articles or news items to include in the Wings newsletter, send them to Elizabeth. Also, contact her if you are not receiving the newsletter.

- *Silent Auction/Promotional Sales Committee* – Tabitha Sharp  
Encouraged everyone to participate in the basket raffle. All proceeds from the raffle will be donated to Lana McPherson’s IIMC Vice-President campaign fund.

### **Awards/Scholarships**

- *2017 Mildred Vance/Clerk of the Year Nominations* – Bobby Busch  
Nominations for the award will be accepted through December 31<sup>st</sup>. To be eligible, the clerk must be a CMC, have 3 years’ experience and be a member of CCMFOA.
- *2017 IIMC Scholarship* – Christy Pyatt  
The 2017 IIMC Scholarship award of \$2,250.00 has been awarded to Jamie Boese of Fowler.
- *2016 Institute Scholarship Recipients* – Stephen Powell
 

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| Jami Breit        | Hays          |
| Kelsey Holguin    | Lewis         |
| Megan Murdock     | Concordia     |
| Kristi Carrithers | Valley Center |
| Jordanne Shockley | Hiawatha      |
| Laura Hartman     | Baldwin       |
| Jessica Cosby     | Mound Valley  |
| Paula Tryon       | Carbondale    |
- *2016 Master Academy Scholarship Recipients* – Stephen Powell  
Christy Pyatt Greensburg
- *2017 Spring Conference Scholarships* – Stephen Powell  
Three Spring Conference scholarships will be awarded in the amount of \$300 each. Applications will be accepted from December 1<sup>st</sup> through February 1<sup>st</sup>.

### **New Business**

- **2017 Dues** – Stephen Powell  
2017 Member Dues statements will be published in the Wings newsletter as well as sent out on the List Serve.
- **Vendor Fair** – Amy Burton  
Approximately 1/3 of the anticipated vendors have submitted their applications. Several vendors have expressed interest in premier and platinum sponsorships.
- **Board of Directors Report** – Martha Sumrall  
After reviewing revenue and expense reports for the Institute/Academy and Spring Conference, the Board has asked Gayle to explore healthier food and drink options and to reduce the cost of the break food by 25%.  
Thanked Citycode Financial and Ranson Financial Consultants for sponsoring the Hospitality Room for Institute/Academy.  
Thanked the Communications Committee for their work on drafting the new Facebook Policy. The Board approved the new policy at the Board Meeting November 16<sup>th</sup>.  
The Association has decided to table further consideration of exploring a new logo and brand until the 5-year financial forecast is complete.  
The Board has decided on an 80’s theme for the Thursday night social event during Spring Conference in March.  
Kansas will host the IIMC Region 7 meeting in March on the Friday afternoon of Spring Conference.

- **IIMC Region 7 Director** – Martha Sumrall

Bobby Busch, Neodesha, has applied to be the Kansas representative for IIMC Region 7 for a three-year term. Amy Zortz, Weir, moved and Denise Duerksen, Newton, seconded a motion to approve Bobby Busch as the Kansas representative for IIMC Region 7 director. The motion carried unanimously.

- **Resolution in Support of Lana McPherson for IIMC Vice-President** – Martha Sumrall

Lana McPherson, De Soto, has announced her candidacy for IIMC Vice-President. The Association has drafted a Resolution for consideration supporting Lana's campaign for office. Laura Hartman, Baldwin, made a motion to approve the Resolution of Support for Lana McPherson in her candidacy for IIMC Vice-President. Kerry Rozman, Clay Center, seconded the motion. The motion carried unanimously.

- Wrap up announcements were made.

### **Adjournment**

There being no further business, Kerry Rozman, Clay Center, moved to adjourn the meeting. Wanda Gabel, Ness City, seconded the motion. The motion carried unanimously. The meeting adjourned at 1:01 p.m.

Respectfully submitted,

Amy Burton, CPA  
CCMFOA Secretary