

**CCMFOA Business Meeting  
November 15, 2022**

**CALL TO ORDER**

President Elizabeth Kelley called the meeting to order at 12:10 p.m. on November 15, 2022.

**INTRODUCTIONS/RECOGNITION**

Elizabeth recognized the Executive Committee: Celyn Hurtado, Immediate Past President (Wichita); Heather Hillegeist, Vice President (Lincoln); Denise Duerksen, Secretary (Newton); Amelia Blackwood, Treasurer (Clay Center). The Board of Directors: Jami Downing (Stafford); Hanna Eilert (Osborne); Alicia Hidalgo, (Liberal); Eric Strimple (Olathe) Karen Weltmer (Hutchinson); Teresa Whitaker (Pleasanton).

Elizabeth recognized the Year 1-4 Institute participants and those members who have earned their CMC or MMC professional designation. Lana McPherson presented the new CMC and MMC members their plaques and pins.

**APPROVAL OF MINUTES**

Leslie Stephen moved and Stacey Smith seconded to approve the minutes of the March 17, 2022 business meeting. Motion carried.

**APPROVAL OF TREASURER'S REPORT**

Amelia Blackwood presented the Treasurer's Report as of September 30, 2022. The ending fund balance in the checking account with the Association's two CDs is \$247,312.79 Tabitha Sharp moved and Wanda Gabel seconded accept the Treasurer's Report as presented. Motion carried unanimously.

**COMMITTEE REPORTS**

- **Membership/Mentoring/Regional Committee** – Amelia Blackwood reminded members that 2023 membership dues are due by January 31, 2023. She also noted that members who are interested in serving as a mentor or would like to be assigned a mentor, to reach out to her and she will help to connect new members with an experienced clerk.
- **Communications Committee** – Tabitha Sharp reported the Fall newsletter is ready to go. The newsletter is on the CCMFOA website, [www.ccmfoa.org](http://www.ccmfoa.org).
- **Legislative Committee** - Elizabeth Kelley noted that League of Kansas Municipalities (LKM) is a wonderful resource for the municipal clerks. LKM provides weekly email of news alert updates. News alerts provide updates on important League events, educational opportunities and advocacy efforts.
- **Education/Certification Committee & Education/Program Planning Committee** - Heather Hillegeist reported the education committee met in June and reviewed the spring conference survey. They will meet again in December via zoom. She encouraged all to

provide feedback on the surveys in order to help plan the upcoming conferences. The Board voted to approve a policy for regional scholarships for \$250 to help put on region meetings. The policy will be updated and on the CCMFOA website.

- **Hospitality Committee** – everyone was encouraged to participate in the scavenger hunt. Clues have been placed around the hotel.
- **Manual/By-Laws Committee** – Stacey Smith reported the Board approved the Rookie of the Year program. This award will be presented annually at the City Clerks and Municipal Finance Officers Association Spring Conference by the CCMFOA President. A change was made to the scholarship wording to read that if a recipient of a scholarship cannot use the scholarship, they must notify the Association President in writing so the scholarship can be made available to other individuals who applied to receive the scholarship. The laptop and digital camera policies were removed.
- **Nominating Committee** – Celyn Hurtado presented the Nominating Committee's slate of candidates for election at the Spring Business meeting.
- **Silent Auction/Promotional Sales Committee** - Tabitha Sharp reported tickets are being sold for baskets on display.

### Awards/Scholarships

- **Institute/Academy Scholarships** – Those receiving scholarships for Institute include: Lisa Lewis, Fort Scott; Tina Fitzpatrick, Atchison; Macy Bryant, Robinson; Angel O'Neil, Seneca; Kori Longoria, Garden City; Leslie Welch, Lansing; Jamie Sterling, Victoria; and Dee Roehl, Osawatomie. Those receiving scholarships for Academy include: Amy Burton, Ellis; Kim Everley, McLouth; and Roxie Sjogren, Lindsborg.
- **Spring Conference Scholarship** - Applications for the 2023 Spring Conference will be due February 1, 2023.
- **IIMC Conference Scholarship** – The IIMC Conference will be May 14-17, 2023 in Minneapolis, Minnesota. The scholarship for this conference was awarded to Cory Longoria of Garden City.
- **Mildred Vance/Clerk of the Year Nominations** - Nominations for the 2023 Mildred Vance Clerk of the Year award will be accepted through December 31, 2022. The recipient of the award will be announced at the Spring Conference.

### New Business

- **Vendor Fair Update** – Denise Duerksen reported “Save the Date” fliers have been sent to the vendors. The vendor registration has moved to on-line through WSU.

- **Board of Directors Report** – Elizabeth Kelley reported there will addition education series coming in 2023 like the ones held during 2022. The Board approved a Kansas Certified Municipal Program. More information will be forthcoming on this certification. The CCMFOA website has been redesigned and enhanced. The resource library will be forthcoming.

### **Announcements**

- Spring Conference - March 22-24, 2023, Hilton Garden Inn, Manhattan
- 77th Annual IIMC Conference – May 14-17, 2023, Minneapolis Minnesota
- June 2023 CCMFOA Board meeting – TBD
- November 2023 Institute and Academy - TBD