

**CCMFOA Remote Online Business Meeting
March 19, 2021**

Call to Order

CCMFOA President Karen Sublett called the March 19, 2021, Remote Online Business Meeting to order at 8:15 a.m.

Introductions/Recognitions:

Karen Sublett recognized the Executive Committee and thanked them for their service on the Board: Celyn Hurtado, Vice President (Garden City); Elizabeth Kelley, Secretary (Overland Park); Heather Hillegeist, Treasurer (Lincoln); Christy Pyatt, Immediate Past President (Greensburg). She also recognized the Board of Director Members: Denise Duerksen (Newton); Amelia Blackwood (Clay Center); Tammy Seely (McPherson); Jami Downing (Stafford); Amy Zortz (Weir); Alicia Hidalgo (Liberal).

Karen extended a special thank you to the two Premiere level conference sponsors, CBK and Varney and Associates, for their support and help in making the virtual conference successful. She also thanked Morgan Barnes for all her work and preparation to make the conference run smoothly. Karen welcomed the first time conference attendees. She noted there were almost 40 first time attendees at the conference. Karen also congratulated the new CMCs and MMCs. She noted that in the state of Kansas there are currently 145 CMCs and 30 MMCs.

Approval of Minutes:

Karen Sublett presented the November 19, 2020, Business meeting minutes for approval and requested a motion. Denise Duerksen (Newton) moved to approve the November 19, 2020, Business meeting minutes. Tabitha Sharp (El Dorado) seconded the motion, which was approved unanimously.

Approval of Treasurer's Report:

Heather Hillegeist provided a financial report for November 1, 2020, through February 28, 2021. The beginning balance of the checking account was \$126,824.70. Total income received was \$23,625. Expenses were \$4,577. The ending balance was \$145,872.70. CCMFOA also has a CD that will mature November 19, 2021, that currently totals \$42,485.72 and a second CD that matures December 30, 2021, which currently totals \$31,813.32. Total Association funds are \$220,171.74. Tonya Coppock (Reading) moved to approve the report. Jami Downing (Stafford) seconded the motion, which was approved unanimously.

Committee Reports:

Education/Program & Planning Committee

Celyn Hurtado reported that the members of the Education/Program and Planning Committee work in conjunction with WSU to plan the education sessions for the conferences. She recognized the Committee members for their work in planning the spring conference and also thanked Morgan Barnes for her guidance in navigating the online conference. The Education Committee will meet in June to begin planning the November 2021 Institute and Academy. Celyn encouraged members to fill out the conference survey and evaluation forms, which provides feedback to the committee that is used in planning the education classes.

Education Certification Committee

Celyn indicated that the Association had several new municipal clerks earn their certification. Fourteen (14) new clerks have earned their CMC designation and one (1) clerk earned their MMC designation. She encouraged the membership to continue to work towards their certifications.

Communications & Legislative Committees

Elizabeth Kelley provided an Overview of the responsibilities of the Communications Committee, which includes the preparation and distribution of the Wings newsletter. She encouraged members to submit articles, photos and other information that they want included in the newsletter.

The Legislative Committee assists members in monitoring the goals and policies of the League. The Committee also helps keep municipal clerks connected to LKM. The League provides updates and alerts for the advocacy efforts they undertake on behalf of local municipalities. Elizabeth encouraged members to sign up with the League to receive legislative alerts.

Manual/By-Laws Committee

No Report.

Silent Auction/Promotional Sales Committee

Tabitha Sharp thanked members for purchasing the Commemorative Pandemic Conference T-Shirts. She indicated that they have also raised \$480 for the pin raffle. The drawing will be held by Zoom after the last class of the conference. The Committee has some other opportunities they are working on for the membership to help raise money for the Association. She thanked everyone for supporting the scholarship fund.

Membership/Mentoring/Regional Committee

Heather Hillegeist reminded members to pay their membership dues. Members who do not have current dues will be removed from the ListServ. She also advised that the Membership/Mentoring/Regional Committee is looking for volunteers to be mentors. Those individuals who are interested in being a mentor should contact Heather or other members of the Board.

Hospitality Committee

No Report.

Nominating Committee Report

Christy Pyatt indicated that the Slate of Officers would be presented later in the meeting. She noted that herself, and Amy Burton, City of Ellis, are serving as members of the nominating Committee. She stated that if anyone has an interest in serving on the Board, to let a member of the nominating committee know.

Winners of Gamification and Baby Photo Contest

The winner of the baby photo contest, drawn at random, was Tracy Roberts, City of Galena. The winner of the first prize for Gamification was Hanna Eilert, City of Osborne, with 314,900 points; and the second prize winner was Kelly Varner, City of Leawood, with 303,400 points.

Awards/Scholarships:

Heather Hillegeist announced the following Scholarship awards:

2021 Spring Conference Scholarship Recipients

The conference scholarship recipients are: Tara Pierce (Argonia), Ruth Ricco (Kanorado), and Jeannie Johnson (Oldsburg).

2021 Institute/Academy Scholarship

Eight Institute Scholarships were approved by the Board. Applications for the 2021 Institute and Academy Scholarships will be accepted beginning July 1st – August 31st.

2021 IIMC Annual Conference Scholarship

The 2020 IIMC Conference was cancelled due to the pandemic and the 2020 IIMC Conference Scholarship was not utilized. Suzanne Jackson, City of Deerfield, was previously awarded the 2020 conference scholarship and will be using it for the 2021 IIMC Annual Conference.

Board of Directors Meeting Report:

Lana McPherson provided the IIMC Region VII report. Lana indicated that Missouri just finished their conference in March. Illinois will be the IIMC Region VII Meeting host. They are planning the event for July. She encouraged members of the Association to attend.

New Business:

IIMC Report/Updates

Lana McPherson (DeSoto) indicated that the 2021 IIMC conference will be held in person in Grand Rapids, Michigan. One change is the conference location. The original site is now being used as a vaccine site for the pandemic so IIMC had to move the conference to the large sports complex nearby.

2021 Mildred Vance City Clerk/Finance Officer of the Year Award

Amy Burton (Ellis) announced Tammy Seely, City Clerk, City of McPherson, as the recipient of the 2021 Mildred Vance City Clerk/Finance Officer of the Year Award.

Nominating Report and Oath of Office to Newly Elected Officers/Board members

Christy Pyatt presented the Slate of Officers for nomination which included:

President Celyn Hurtado, City of Garden City (Region 2)
Vice President Elizabeth Kelley, City of Overland Park (Region 7)
Secretary Heather Hillegeist, City of Lincoln (Region 4)
Treasurer Denise Duerksen, City of Newton (Region 5)
Past President Karen Sublett, City of Wichita (Region 5)

The Slate of Members presented for nomination for the Board of Directors included:

Jami Downing City of Stafford (Region 3) - Term Ending 2024.
Teresa Whitaker City of Pleasanton (Region 8) - Term Ending 2024.
Alicia Hidalgo City of Liberal (Region 2) - Term Ending 2022.
Tammy Seely City of McPherson (Region 4) - Term Ending 2022.
Amelia Blackwood City of Clay Center (Region 6) - Term Ending 2023.
Hanna Eilert City of Osborne (Region 1) - Term Ending 2023.

Christy opened the floor to additional nominations. No additional nominations were received.

Tonya Coppock (Reading) moved to approve the Slate of Officers, Leslie Stephan (Mount Hope) seconded the motion, which was unanimously approved.

Lana McPherson issued the Oath of Office to the newly elected Officers and Board members.

Passing of the Gavel

After thanking the Association for allowing her to serve this past year, Immediate Past President Karen Sublett and President Celyn Hurtado performed the ceremonial passing of the gavel, followed by some brief comments from Celyn.

Announcements:

IIMC Conference – May 9-13, 2021	Grand Rapids, Michigan
Athenian Dialogue - June 2021	WSU, Wichita, KS
Institute, Years 1-3 (in-person/hybrid)	Marriott - Wichita, KS
Institute, Year 4	Marriott - Wichita, KS
Academy	Marriott - Wichita, KS
2022 Spring Conference	TBD

Adjournment:

With no other business for consideration, Celyn Hurtado declared the meeting adjourned at 9:10 a.m.

Minutes Transcribed by Elizabeth Kelley, MMC, CCMFOA Secretary