

NC Association of Municipal Clerks
Business Meeting
August 14, 1999

Call to Order

President Thomas called the business meeting of the NC Association of Municipal Clerks to order at 11:58 a.m. at Sea Trails Plantation, Sunset Beach, NC, and welcomed everyone.

Approval of Minutes

Minutes of the January 28, 1999, business meeting were approved by motion of Joyce Smith, seconded by Pat Brunell, and unanimously carried.

Treasurer's Report

The year-end financial report, attached to these minutes and incorporated herein by reference, presented by Kim Hibbard was approved by motion of Joyce Smith, seconded by Joyce Wilson, and unanimously carried.

Committee Reports

Committee reports were included in the Annual Report; no oral report was given.

Special Project-Mary Lou Rand Reception

Connie Spell expressed appreciation and pride in Mary Lou Rand and the Association for its support and participation at the annual IIMC Conference reception for Mary Lou; additional information concerning the special project is also included in the Annual Report.

2000 Region III Meeting

The IIMC Region III Meeting for 2000 will be held January 14-16 in Orlando, FL.

Report on Certification Program

IIMC President Mary Lou Rand updated the Association on the upcoming change in the clerks' certification program. She pointed out that over the past years, the CMC and AAE designations have been given to persons not practicing in the clerks' profession. After almost one and one-half years of work, the final recommendation, which if approved by the IIMC Board in December 1999, becomes effective January 2000. The proposal establishes a continuing education parameter to the certification program, resulting in a MMC, Master Municipal Clerk, designation. A person who has, by January 2000, achieved the third level of AAE will automatically become a MMC. The MMC program and pin are currently in the design stage. Any questions on the program should be submitted to Jean Bailey, Mary Lou Rand, or Dr. Adshead with IIMC. Jean Bailey informed the Association about an education summit for Internet participants that will probably convene some time in the spring. The changing role of clerks will be explored, and an education program designed to meet those needs will be designed. She indicated that Betty Fortner is also on the committee; she will try to place additional information in the forthcoming newsletter. Janice Thomas and Dianne Pierce are serving on the IIMC membership committee. Clerks interested in serving on IIMC committees were encouraged by Mary Lou Rand to respond to the forms that will be mailed from IIMC in the early spring.

Scholarship Committee Report

\$1000 was budgeted for certification school scholarships; fifteen applications were received, and five applicants were each awarded a \$200 scholarship. Scholarship recipients were selected based on years of service and financial need.

Resolutions

Motion by Jean Bailey to accept the resolutions written by Pat Simmons for Susan McConnell on the loss of her mother, Ginny Petree on the loss of her husband, Eva Brown on the loss of her brother, Betty Childress, Kay Polhill, Lou Brinkley, Shirley Price, Bill Reynolds, and Sabrina Guy on their retirements, and a resolution for Mary Lou Rand. The motion was seconded by Glenda Sansosti, and unanimously carried. A memorial resolution will be written for Pat Sharkey and sent to her husband.

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Nominating Committee Report

The nominating committee report was approved by motion of Kim Worley, seconded by Connie Spell, and unanimously carried. Motion by Jean Bailey to appoint Connie Spell as the clerks' representative to the League Board and Janice Thomas as the alternate representative. The motion was seconded by Gail Smith, and unanimously carried.

Candidates for IIMC Director

Betty Fortner and Dianne Pierce, candidates for IIMC Region III Director, addressed the membership prior to the election. After a short recess to vote on the Region III Director, the meeting was resumed; the new Region III Director is Betty Fortner.

There was no other business and the meeting was adjourned at 1:08 p.m. by motion of Joyce Smith, seconded by Nancy Wilson, and unanimously carried.

Respectfully submitted,

Janet Chamblee
Recording Secretary

NCAMC YEAR-END FINANCE REPORT FY 1998-99

REVENUES	ACTUAL	BUDGETED
Membership Dues	\$16,430.00	\$16,000.00
Annual Conference	19,017.00	21,000.00
Conference Sponsorships	1,650.00	2,000.00
Advanced Academy	4,260.00	5,000.00
Regional Meetings	1,536.00	4,500.00
Scholarship Fund	1,729.46	1,500.00
Investment Income	830.26	800.00
Fundraising Sales	1,270.52	200.00
Appropriation from Fund Balance	0.00	300.00
IIMC Reception Fundraising	<u>7,252.00</u>	<u>12,500.00</u>
 Total	 \$57,365.78	 \$63,800.00

EXPENDITURES	ACTUAL	BUDGETED
Annual Conference	\$15,816.25	\$23,000.00
Regional Meetings	2,079.00	3,500.00
Advanced Academy	986.00	4,500.00
Scholarship - Clerks	800.00	1,000.00
Scholarship - College	500.00	500.00
Printing Expense	3,541.92	3,500.00
Postage Expense	4,013.41	4,000.00
Professional Services	8,260.00	7,000.00
Travel/President and Staff	3,402.55	2,500.00
Board Meetings	535.47	1,000.00
Gifts and Awards	320.90	500.00
Miscellaneous	281.93	500.00
Minute Indexing	0.00	300.00
Fundraising Purchases	3,121.10	0.00
IIMC Expenditures	<u>10,500.89</u>	<u>12,000.00</u>
 Total	 \$54,159.42	 \$63,800.00

TOTAL REVENUES **57,365.78**

TOTAL EXPENDITURES **54,159.42**

EXCESS REVENUES OVER EXPENDITURES **3,206.36**