

**GEORGIA MUNICIPAL CLERKS ASSOCIATION  
BOARD MEETING  
APRIL 16, 2025**

**Call to Order and Welcome**

President Vernice Thompson called the meeting to order and thanked everyone for attending.

**Invocation and Pledge:** Lead by Jennifer Sikes

**Roll Call**

The roll call was given by Secretary LeViner:

Vernice Thompson, President	Marcia Brooks, District 5
Sharon Nelson, Vice President	Telina Allred, District 6
Marilyn Chastain, Treasurer	Kim Reddick, District 7
Jan LeViner, Secretary	Margaret Shelley, District 8
Deborah Walker-Reed, Immediate Past President	Angie Conner, District 9
Melissa Chosewood, District 1 (absent)	Melinda Crook, District 10 (absent)
Jackie Yearwood, District 2 (absent)	Cristina Evans, District 11 (absent)
Vanessa Holiday, District 3	Naomia Atkinson, District 12 (absent)
Susan Barthalomew, District 4	

**Others**

Pam Helton, Georgia Municipal Association (GMA)	Hayley Beaver, Carrollton
Brian Henderson, Grovetown	Wynetta Bolder, Douglas
Regina Russel, Acworth	Denise Jordan, Gainesville
Janelle Gordon, Flemington	Annie Warren, Perry
Shavala Aimes, Stone Mountain	Mark Massey, Savannah
	Samatha Brown, Sandy Springs

**Approval of Minutes**

Secretary LeViner presented the amended minutes from March 28, 2025. Vanessa Holiday made a motion to approve the amended minutes. Deborah Walker-Reed seconded. Vote was unanimous to approve.

**Financial Report**

Ms. Helton stated there is no financial report at this time.

**President's Report**

President Thompson reminded everyone that Municipal Clerk's Week is the week of May 4 – 10, 2025. Also, the IIMC Convention is May 18 – 21 in St. Louis, Missouri and she will be attending as well as Jan LeViner and Mark Massey. She encouraged everyone to bring items for the Silent Auction to be held at the GMA Conference in June. President Thompson asked everyone please reach out to Jennelle Gordon, Chairman of the Hospitality Committee or anyone on the Committee if they had items for the Silent Auction and the recommended value of items is \$25 - \$40. There was a discussion regarding items from the previous auction that were not picked up. Ms. Russell stated some items were taken to the IIMC convention and a few she still has. She will bring those items to the Savannah Convention.

### **Officer's Report**

Treasurer Marilyn Chastain stated due to the hard work of Vice President Nelson, Marcia Brooke, City of Oxford, has agreed to accept the position of Director, District 5. Vanessa Holiday made a motion to appoint Marcia Brooke to the unexpired term of Director, District 5. Telina Allred seconded. Vote was unanimous to approve. President Thompson thanked Marcia Brooke for taking the position of District 5 Director.

Secretary Jan LeViner asked for clarification of the May Board Meeting as that is the same time as the IIMC Convention. It was decided the meeting would be rescheduled to May 14, 2025. Ms. Helton will send out notice of the change of meeting.

### **District Director Reports**

Vanessa Holliday, District 3, reported she really enjoyed the retreat, as it was a great success. She encouraged her Staff and their DDA to plan a trip to Gainesville as there is so much to do and great information to be had.

Marcia Brooke, District 5, stated they are getting ready for the July 4<sup>th</sup> annual parade and celebration.

Telina Allred, District reported the City will have their Battle of Byron Festival on May 3, 2025 and invited everyone to attend.

Angie Conner, District 9, reported they are having their annual Blooming Festival this weekend. Staff is also planning for Georgia Cities Week.

Jan LeViner, Secretary, reported on District 12. She stated Flemington hosted the Spring District 12 meeting and there was a record number of clerks in attendance. On April 23<sup>rd</sup> the Town of Thunderbolt will host the District 12 Lunch and Learn. Mark Massey and Deborah Walker-Reed will both be giving a brief presentation.

### **Committee Chair Reports**

Education – Deborah Walker-Reed reported the committee had their first meeting to welcome all the members and to talk about the curriculum for the Clerks. She continued, she is working with the legal team from GMA to have a Municipal Law update prior to the convention in Savannah. Ms. Walker-Reed stated there have been discussions regarding joint Lunch and Learns with the County Clerks. She believes the decision is up to the individual District Directors and not herself.

Social Media and Marketing - Shavala Ames reported she will need the number and sizes for the district shirts for the GMA conference. Also, Brian Henderson now has access to the Facebook account so he can post as well.

Clerk of the Year – Vanessa Holiday asked Ms. Helton to send out the Clerk of the Year email again to Mayors and City Managers as she has only received a couple of nominations. Ms. Helton stated a reminder will be included in the upcoming newsletter and will resend to Mayors and City Managers.

Membership/Mentor - Mark Massey reported the committee will meet via Teams the first Friday of each month.

GMA – Pam Helton stated she is working with the Governor's office to schedule the signing of the Proclamation and photo opportunity for Municipal Clerks Week. She is also working with the legal team to schedule a legislative update prior to the GMA Convention. Ms. Helton reminded everyone of the Small

Cities Conference in Tifton, GA and encouraged everyone to participate in the Talk it Up Thursday, which is the 3<sup>rd</sup> Thursday of each month. She also discussed future training for the Clerks.

Being no further business, President Thompson called for a motion to adjourn. Deborah Wallker-Reed made a motion to adjourn. Telina Allred seconded. Vote was unanimous to approve.

Meeting adjourned at 11:00AM.

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Vernice Thompson, President

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Jan LeViner, Secretary