**Georgia Municipal Clerks Association**

**Virtual Board Meeting**

**August 19, 2023**

**10:00 am – 10:54 am**

**Call To Order and Comments**

President Regina Russell called the meeting to order and welcomed everyone in attendance.

**Roll Call:**

The roll call was given by Vice President Walker-Reed with the following members in attendance:

Regina Russell, President Sandra Haggard, District 5

Deborah Walker-Reed, Vice President Telina Allred, District 6

Vernice C. Thompson, Treasurer Kim Reddick, District 7 (absent)

Sharon Nelson, Secretary Margaret Shelley – District 8 (absent)

Melissa Chosewood, District 1 (absent) Angie Conner, District 9

Marilyn Chastain, District 2 Melinda Crook, District 10

Shandrella Jewett, District 3 Christina Evans, District 11 (absent)

Richard McCoy, District 4 Naomi Atkinson, District 12 (absent)

Vicki Wainwright, Immediate Past President (absent)

**Others**

Lisa Johnson, Past President

Susan Hiott, Past President

Teresa Lynn, Past President

Pam Helton, GMA

Sherri Bailey, GMA

Janice Eidson

Jennifer Sikes, Mount Vernon

Mark Massey, Savannah

Richard McCoy, West Point

**Approval of Minutes**

Secretary Nelson presented the July 19, 2023, minutes. Treasurer Thompson made a motion to approve the minutes. Angie Conner gave a second with all voting aye. Motion approved.

**Financial Report**

Pam Helton reported that the financial report for the month ending July31, 2023**,** contained an error and would need to be dispensed until the September meeting.

**President Report**

President Russell reminded everyone that qualifying will be held next week for cities with elections this year. She also noted that the Presidents Newsletter would be going out this morning and is being sent to all city clerks regardless of membership in GMCA**.**

**Officer Reports**

Treasurer Thompson stated that she would like to get with Pam and schedule a meeting for the Hospitality Committee and anyone else who would like to join.

**District Director Reports**

Marilyn Chastain, District 2, reported that she would like to get with Pam Helton to arrange to have someone from GMA to give a presentation for approximately three hours for the district meeting to be held in Helen. Everyone is invited and the information will be sent out once the date has been set. She noted that she would be unable to attend the fall conference for training**,** but is available to help on Saturday if needed.

Shandrella Jewett, District 3, reported that a Chat & Chew will be held for her district on August 31st. Also, a new executive assistant has been hired to assist her in her duties.

Richard McCoy, District 4, reported that he has been working with Kia for a sponsorship for the 2024 IIMC Region III meeting in Columbus and has also sent out membership solicitations to District 4 non-members.

Sandra Haggard, District 5, reported that she provided a training last week for District 5 members on qualifying packets.

Telina Allred, District 6, reported that the City of Byron is in the process of testing a four-day work week and will update everyone if they follow through with the new schedule.

Angie Connor, District 9, reported that she is working on setting up a Lunch & Learn for District 9.

Melinda Crook, District 10, reported that a Lunch & Learn was held on August 31st in Thomasville.

Pam Helton reminded everyone to submit requests for the upcoming budget. Discussion was also held on the possibility of the March board retreat being held in Helen.

**Committee Reports**

The Hospitality Committee will get with Pam Helton to set up a meeting to discuss plans for the September conference in Athens. A Zoom meeting will be scheduled for anyone who would like to join the meeting.

The Scholarship Committee reported that recipients for the September conference in Savannah were selected yesterday and an email will be sent out once the recipients are notified.

The Membership Committee reported that a Chat & Chew is scheduled for August 31st. Emails have been sent to non-members encouraging them to sign-up for the meeting.

The Marketing Committee continues to post on Facebook and Instagram. Two postings are scheduled for August 21st and another on August 28th.

**GMA Update**

Pam Helton reminded everyone that fall district meetings are coming up and encouraged all board members and district directors to attend. Work continues on the website and a progress report should be available for the September meeting.

**IIMC Region III Update**

Janice Eidson reported that online registration for the conference has been built**-**out and will be emailed to potential sponsors and exhibitors. Richard McCoy received a commitment from Kia to provide a sponsorship for the conference. They will also have a car outside during the conference. All food events and breaks are currently being worked on.

Janice gave the floor to Denise Jordon for an update on completing her training to become an Athenian Dialogue Facilitator. Denise stated that she is officially a facilitator and is currently working on getting the book approved, which is a two to three week process.

Janice stated that Camilla Pittman would be sending her lesson plan this Friday. Janice’s plan is to open registration to attendees the first week in October, but she will have to have both lesson plans approved prior to opening registration. Denise stated that her lesson plan is 90% ready and will be approved prior to the October 1st deadline. She plans to submit it as soon as the book is approved, which should be sometime during the last week of August. Janice will provide an update on sponsors twice per month.

Sandra Davis reported that she is working on a DJ and band for 6:00pm to 10:00pm on Thursday night. She is currently looking at three bands. Music will start with the 1920’s and build up from there. She is also working on the possibility of a murder mystery play presented by Columbus University for Wednesday night from 7:00pm to 9:00pm. Dinner will be provided for the participants. The City of Columbus will fund the event. If everything works out as planned, she will have everyone submit who they think committed the murder. Those who answered correctly will be entered for a prize drawing on Friday morning.

Janice stated that 120 rooms will be reserved for the conference. Other lodging opportunities will be reviewed once 110 rooms have been reserved. Vice President Walker-Reed stated that she would still like to have the drawing for gifts for those who register prior to a specified date. The Hospitality Committee will hold the 50/50 raffle during the September conference to raise money for the Region III conference.

**Other Items Not on the Agenda**

President Russell stated that Lee Frazier and Tory Frink, IIMC Region III Directors, will be joining us in Athens for the Fall conference in September. All five state presidents will be on a panel for the 2024 Region III Conference in Columbus to discuss hot topics on Friday.

Vice President Walker-Reed reported that the National league of Cities Summit will be held in Savannah this year from November 16th to the 18th and encouraged everyone to attend.

**Adjourn**

There being no further business, President Russell called for a motion to adjourn. Secretary Nelson made the motion with a second by Mark Massey. The motion was approved and the meeting adjourned at 10:54am.

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Regina Russell, President

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Sharon Nelson, Secretary