

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

February 16, 1984

The Central Missouri City Clerks and Finance Officers Association met February 16, 1984, at the City Hall in Osage Beach.

Members Present: Pat Scott, LaVerne McLain, Jaclyn Brown, Delores Grannemann, Marilyn Fricke, Phyllis Richardson, Donna Banres, Anne Shafer, Linda Medlock, Shirley Collins, Jan Boehne, Delores Mottaz, Kay Williams, Phyllis Powell, Peggy Geiger, Alan Bailey.

Associate Members Present: Mary Anne Kaiser of Williams and Works.

Guests Present: Kay Boillot (Camdenton), Helen Lopeman, Herbert Scott (Lebanon), Louise Kneuvlen, Carol Monnig (Glasgow).

PROGRAM: Linda Medlock, City Clerk of Osage Beach, welcomed the group to Osage Beach. Pat Scott introduced Patrick Cronan who presented the program on licensing with emphasis on peddlers and solicitors. Pat Scott brought information used by the Columbia Collectors office for licensing.

MEETING

The meeting was called to order by Ann Shafer. It was noted that a correction needs to be made in the minutes. The Treasurers Report showed a balance of \$165.45. A motion was made by LaVerne McLain, seconded by Jan Boehne to approve the minutes of the November 17, 1983 meeting as corrected. Motion was approved unanimously.

TREASURERS REPORT

Treasurer LaVerne McLain presented the treasurers report. She reported a balance of \$170.45 in the treasury.

At the present time there are five sustaining members, three associate members and twenty-six active members.

BYLAWS COMMITTEE REPORT

Discussion followed on whether or not to have a board of directors. It was decided that due to the size of the group a board of directors is not necessary. Also discussed was whether or not the ten day mailing notice is long enough. It was decided that since the bylaws say at least ten days there is no problem.

Linda stated that she had had some requests to change the day the meeting is held from Thursday to another day. After some discussion, a motion was made by Kay Williams, seconded by LaVerne McLain to send a questionnaire with the next mailing or whenever the president decided would be a good time to ask about suitability of the third Thursday and whether it would be better to meet at night. They will also ask if the person would like to continue to get mailings from the group. Vote on the motion was unanimous.

## PROGRAM

Pat Scott told the group that topics for programs would be welcomed if anyone has something they would like to hear.

## REPORTS

Alan Bailey reported that the legislative conference will be April 4 and 5. The City Clerk institute will be in April and the programs look like they will be excellent. The Municipal League has a package of ads, etc for cities to use in compliance with the handicap regulations.

Pat Scott reported that she has not heard anything from the tax exempt status forms she sent off.

Dues are now due and may be paid to the treasurer.

## NOMINATING COMMITTEE

The nominating committee made up of Delores Granneman Donna Barnes and Delores Motaz presented their nominations as follows:

President - Pat Scott  
Vice President - Shirley Collins, Peggy Geiger  
Secretary - LaVerne McLain, Phyllis Powell  
Treasurer - Linda Medlock, Marilyn Fricke

A motion was made by Kay Williams, seconded by Jaclyn Brown, that the nominations for president cease. Vote was unanimous.

A motion was made by Kay Williams, seconded by Pat Scott, that the nominations for Vice President cease. Vote was unanimous.

A motion was made by Kay Williams, seconded by Pat Scott, that the nominations for secretary cease. Vote was unanimous.

A motion was made by Kay Williams, seconded by Pat Scott, that nominations for treasurer cease. Vote was unanimous.

A ballot was presented to all members to vote on the officers. Officers elected were as follows:

President - Pat Scott  
Vice President - Peggy Geiger  
Secretary - LaVerne McLain  
Treasurer - Linda Medlock

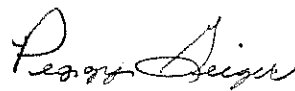
Outgoing President Ann Shafer thanked all for support during the past year in getting the organization formed. Pat Scott presented a portfolio to Ann in appreciation for the job she did.

New president, Pat Scott took over the meeting and stated that the new officers will meet and appoint committee chairmen. Meeting places were decided for the next year. They are as follows:

May 17 - Lake Ozark  
August 16 - Hermann  
November 15 - Jefferson City  
February 21 - Sedalia

Pat told members if they are interested in being chairman of the bylaws or membership committee to contact her.

A motion was made by LaVerne McLain, seconded by Jaclyn Brown, to adjourn. Vote was unanimous.



Peggy Geiger  
Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

May 17, 1984

The Central Missouri City Clerks and Finance Officer Association met May 17, 1984, at the City Hall in Lake Ozark.

Members Present: Peggy Geiger, Linda Medlock, LaVerne McLain, Alan Bailey, Shirley Collins, Brenda Colter, Anne Shafer, Donna Barnes, Florence Tucker, Evelyn Hopkins, Phyllis Powell, Jaclyn Brown, Carol Manning, Louise Kneuvlen, Earsie M. Tartar.

Guests Present: Irl Tessororf (Boonville) Don Bolli (Mexico), Helen Edison (Osage Beach).

Program: Jaclyn Brown, City Clerk and Ray Denny, Mayor of Lake Ozark welcomed the group to Lake Ozark. Peggy Geiger introduced Richard King who presented the program on Sales Tax Collections and State Peddlers License/Permits.

MEETING

The meeting was called to order by Peggy Geiger. It was noted that a correction needs to be made in the minutes. Mr. Don Bolli (Mexico), Mr. Jeff Scott (Columbia) and Mr. Powell (Jefferson City) joined the group for lunch. A motion was made by Anne Shafer, seconded by Linda Medlock to approve the minutes of February 16, 1984 meeting as corrected. Motion was approved unanimously.

TREASURERS REPORT

Treasurer Linda Medlock presented the treasurer's report. She reported a balance of \$352.26 in the treasury.

At the present time there are four sustaining members, two associate members and thirty active members.

PROGRAMS

Peggy Geiger distributed a check list of the most popular program subjects from the 1984 survey and asked member to check their three top choices.

Peggy Geiger reported in Pat Scott's absence on the tax exempt status that more information was submitted and awaiting a reply.

Anne Shafer requested news be submitted to her to be written in the state newsletter.

Peggy Geiger stated the next meeting will be held August 16, 1984 at Hermann.

A motion was made by Linda Medlock, seconded by Shirley Collins, to adjourn. The vote was unanimous.

LaVerne McLain  
Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

August 16, 1984

The Central Missouri City Clerks and Finance Officers Association met August 16, 1984, at the City Hall in Hermann.

Members Present: Pat Scott, Peggy Geiger, LaVerne McLain, Linda Medlock, Jaclyn Brown, Varonica Ragan, Evelyn Hopkins, Phyllis Powell, Donna Barnes, Dolores Mottaz, Louise Kneuvean, Carol Manning, Marilyn Fricke, Dolores Grannemann, Kay Williams, Anne Shafer, Earsie Tartar, Doris Parcel.

Guests Present: Ralph Jeff and Margaret Crigler (Paris), Theresa Dietz (Hermann)

PROGRAM: Dolores Grannemann, City Clerk of Hermann, welcomed the group to Hermann. Peggy Geiger introduced Bob Cox who presented the program, "Budget Preparation - the City's Point of View", and Margaret McBride of Peat, Marwick & Mitchell Auditing Firm who presented the program, "Budget Preparation - the Auditor's Point of View" and "Purchasing Controls".

MEETING

The meeting was called to order by Pat Scott. A motion was made by Jaclyn Brown to approve the minutes of May 17, 1984 meeting. Seconded by Dolores Grannemann. An affirmative vote was unanimous.

TREASURERS REPORT

Treasurer Linda Medlock presented the treasurer's report. She reported a balance of \$417.97 in the treasury.

COMMITTEE REPORTS

- A. Membership Kay Williams reported she has mailed several recruitment letters but has not received any responses as yet.
- B. Program Peggy Geiger reported the November 15 meeting will be in Jefferson City and the February 21, 1985 meeting will be in Sedalia. No programs have been finalized as yet. She sought comments on program topics.
- C. Historian/Reporter Anne Shafer reported she will send any information to the state newsletter from the member cities.

TAX EXEMPT STATUS REPORT

Pat Scott reported progress has been made in obtaining the Tax Exempt letter and expects to receive something by the next meeting.

REVENUE SHARING SEMINAR

Pat Scott reported on the Revenue Sharing Seminars sponsored by four chapters of the CCFO. The Central Missouri Chapter had a net income of \$250.68.

HOSPITALITY ROOM - SPRING INSTITUTE

Pat Scott relayed the request from CCFO for our Chapter to host the Hospitality Room at the Spring Institute in April, 1985.


Anne Shafer stated there are still funds in the State CCFO treasury collected by her for the hospitality room several years before. Pat asked her to pursue this matter and try to obtain the funds.

Pat asked if there were any other objections to hosting the hospitality room. Since there were none voiced a general concensus was to host the room and work on obtaining donations from various clubs and organizations.

ADJOURNMENT

Since no other business was introduced, the meeting was adjourned at 1:45 p.m.

Respectfully Submitted,

  
LaVerne McLain  
Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

November 15, 1984

The Central Missouri City Clerks and Finance Officers Association met November 15, 1984, at the City Hall in Jefferson City.

Members Present: Pat Scott, Peggy Geiger, LaVerne McLain, Linda Medlock, Jaclyn Brown, Phyllis Powell, Donna Barnes, Louise Kneuvean, Carol Monnig, Kay Williams, Anne Shafer, Earsie Tartar, Jan Borhne, Mary Ann Kaiser, Margaret Crigler, Brenda Colter, and Alan Bailey.

Guests Present: Sue Metscher and Betty Dinwiddie (Eldon), Irl Tessendorf (Boonville), Bob Van Arle (TRIM-Jefferson City)

PROGRAM: Phyllis Powell, City Clerk of Jefferson City welcomed the group to Jefferson City. Peggy Geiger introduced Bob Knuth who presented the program and workshop on "Re-assessment".

MEETING

The meeting was called to order by Pat Scott. A motion was made by Jaclyn Brown to approve the minutes of August 16, 1984 meeting. Seconded by Kay Williams. An affirmative vote was unanimous.

TREASURER'S REPORT

Treasurer Linda Medlock presented the treasurer's report. She reported a balance of \$701.73 in the treasury. Kay Williams moved to approve the report. Seconded by Jaclyn Brown. An affirmative vote was unanimous.

COMMITTEE REPORTS

- A. Membership: Kay Williams reported she has not received any responses as yet from her recruitment letters.
- B. Program: Peggy Geiger reported the February 21, 1985 meeting will be in Sedalia. No program has been finalized as yet. She sought comments on program topics.
- C. Historian/Reporter: Anne Shafer requested any information to submit to the state newsletter from the member cities.

TAX EXEMPT STATUS REPORT

Pat Scott reported the Tax Exempt Status has finally been approved.

HOSPITALITY ROOM UPDATE - SPRING INSTITUTE

Pat Scott reported the CCFQA Education Committee had discussed ways of getting conference attendees to visit the hospitality room.


NOMINATING COMMITTEE

A nominating committee composed of Anne Shafer, Brenda Colter, and Phyllis Powell was appointed to seek candidates for officers to be elected at the February meeting.

ADJOURNMENT

Since no other business was introduced, the meeting was adjourned at 1:15 p.m.

Respectfully Submitted

  
LaVerne McLain  
Secretary