

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICER ASSOCIATION  
FEBRUARY 16, 1989

The Central Missouri City Clerks and Finance Officers Association met Thursday, February 16, 1989, in Camdenton, Missouri with Brenda Colter serving as hostess.

Gloria Holman, City Administrator, welcomed everyone to Camdenton.

LaVerne Belk introduced Alan Bailey, Director of MoPERM, who spoke on The Role of the City Clerk in Risk Management and New and Exciting Things Happening With MoPERM. Prior to Mr. Bailey's program a 15-minute video - "The Clerk's Worth: A Profile of the Municipal Clerk" was shown.

Members and Guests present were: Florence Tucker, Verna Eckhoff, Barbara Stinson, Liz Cupp, Rita Skelton, LaVerne Belk, Evelyn Hopkins, Alan Bailey and Brenda Colter.

APPROVAL OF MINUTES

Evelyn Hopkins moved for approval of the minutes of the November 17, 1988 meeting of the Central Missouri City Clerks and Finance Officers Association as presented. Brenda Colter seconded the motion. On a call by the Chair for ayes and nays, the motion carried unanimously.

TREASURER'S REPORT

Evelyn Hopkins presented the Treasurer's Report showing a balance on hand as of February 16, 1989 of \$1,211.31, with 2 active members and 1 associate member paid for 1989. No motion was made to formally accept or approve the Treasurer's Report.

OLD BUSINESS

None

HOSPITALITY ROOM REPORT

LaVerne Belk reported on the Hospitality Room for the Spring Seminar at Jefferson City in April. Mr. Dale Barstow of Municipal Code will attend bar for us. Committees will be formed at a later date.

COMMITTEE REPORTS

Membership - No report  
Historian - No report  
By-Laws - No report  
Program - No report  
Newsletter - No report  
Nominating - Presented under Election of Officers

NEW BUSINESS

LaVerne Belk announced that Cheri Reisch from Hallsville had won the scholarship to attend the Spring Institute.

Hostesses for the new year will be:

May - Evelyn Hopkins, City of Fulton  
August - Liz Cupp, City of Marceline  
November - Cheri Reisch, City of Hallsville  
February - Rita Skelton, City of Laurie

ELECTION OF OFFICERS

Brenda Colter presented the slate of officers as recommended by the nominating committee for the new year. There are as follows:

President - Brenda Cirtin  
Vice President - Liz Cupp  
Secretary - Evelyn Hopkins  
Treasurer - Debbie Boyd

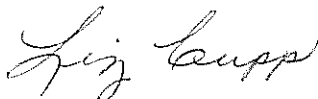
President LaVerne Belk called for nominations from the floor. No nominations were given from the floor. Evelyn Hopkins moved that nominations cease and the names presented be elected by acclamation. Seconded by Brenda Colter. On a call by the Chair for ayes and nays, the motion carried unanimously.

President LaVerne Belk thanked everyone and her officers for the support she had during her term.

ADJOURNMENT

There being no further business, Brenda Colter moved to adjourn the meeting. Liz Cupp seconded the motion. On a call by the Chair for ayes and nays, the motion carried unanimously.

Respectfully submitted,



Liz Cupp  
Central Mo. CCFOA

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICER ASSOCIATION  
APRIL 6, 1989

A special meeting of the Central Missouri City Clerks and Finance Officers Association was called by President Cirtin on Tuesday, April 6, 1989, 10:00 a.m. in Jefferson City.

The meeting was called to discuss the plans for the hospitality room for the CCFOA Spring Institute April 16-20 in Jefferson City. The Central Missouri Division is responsible for the hospitality room this year.

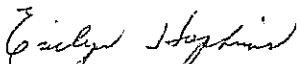
Those in attendance were Brenda Cirtin, Jefferson City; Evelyn Hopkins, Fulton; Cheri Reisch, Hallsville; Doris Parcel, Auxvasse; LaVerne Belk, Eldon; Kay Williams, Versailles; Debbie Boyd, Marshall; Elizabeth Cupp, Marceline and Jan Miller, Sweet Springs.

The following individuals were appointed to be responsible for various areas of the hospitality room:

Food - Elizabeth Cupp - Marceline  
Door Prizes - Kay Williams - Versailles  
Games - Shirley Collins - Sedalia

After a lengthy discussion each person present volunteered to bring various items for the hospitality room.

The meeting adjourned at 11:30 a.m. Arrangements for lunch were made at the Madison Cafe, where we ordered from the menu.

  
Evelyn Hopkins  
Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICER ASSOCIATION  
MAY 18, 1989

The Central Missouri City Clerks and Finance Officers Association met Thursday, May 18, 1989, in City of Marceline with Liz Cupp serving as hostess.

Liz Cupp, Vice President, welcomed everyone to Marceline and introduced the Honorable David Doctorian, Senator 28th District. The Honorable Doctorian spoke on "The City Clerk's Role In Public Service".

Members and guests present were: Janet French, Debbie Boyd, Donna Barnes, Dolly Jesse, Dana Tarpenting, Liz Cupp and the Honorable David Doctorian.

APPROVAL OF MINUTES

Debbie Boyd moved for approval of the minutes of the February 16, 1989 meeting of the Central Missouri City Clerks and Finance Officers Association as presented. Donna Barnes seconded the motion. On a call by the Chair for ayes and nays, the motion carried unanimously.

TREASURER'S REPORT:

Debbie Boyd presented the Treasurer's Report showing a balance on hand as of May 18, 1989 of \$1,353.33. Motion was offered by Donna Barnes and seconded by Dana Tarpenting that the Treasurer's report be approved. Motion carried unanimously.

OLD BUSINESS:

Brenda Cirtin, President of Central Missouri City Clerks And Finance Officer Association, thanked everyone for their help on the hospitality room at the Spring Seminar in April, 1989. She stated that we received good reports on the evaluation forms at the seminar.

A plaque for outgoing President LaVerne Belk will be presented at the meeting in August, 1989 in Fulton when perhaps she will be present.

The name tags that were not picked up and paid for at the seminar in Jefferson City each Chapter may have to pay for them. We have not received a bill on them yet. No action taken until a bill is received.

Cook Books - large number of books left. They are \$6.00 a piece. We need to sell them. Brenda Cirtin has extra copies if anyone needs some to sell.

COMMITTEE MEMBER APPOINTMENTS:

Membership - Doris Holt  
Historian - Dolores Granneman  
By-Laws - Brenda Cirtin  
Program - Liz Cupp  
Newsletter - Evelyn Hopkins  
Nominating - None at this time

President Cirtin made the following announcements:

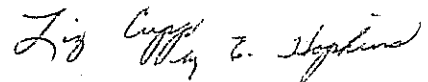
1. The Missouri Municipal League meeting will be in October and will be held in Springfield.

2. LaVerne Belk received her CMC designation.
3. She has a set of rules for the Council if anyone would like to have a copy.

ADJOURNMENT:

There being no further business to come before the meeting motion was offered by Debbie Boyd and seconded by Donna Barnes that the meeting adjourn. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Liz Cupp" followed by a flourish.

Liz Cupp  
Acting Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

AUGUST 17, 1989

The Central Missouri City Clerks and Finance Officers Association met Thursday, August 17, 1989, at City Hall, Fulton, Missouri with Evelyn Hopkins serving as hostess.

The meeting was called to order at 10:00 a.m., and Evelyn welcomed everyone to Fulton.

Members and guests present were: Brenda Cirtin, Dolores Grannemann, Donna Barnes, Kay Williams, Cheri Reisch, LaVerne Belk, Liz Cupp, Evelyn Hopkins, Bill Johnson, City Manager, Marceline and Bob Hughes.

President, Brenda Cirtin, introduced Mr. Bob Hughes, U. S. Department of Labor, Wage and Hour Division, St. Louis, Missouri. He spoke on the topic "Fair Labor Standards Act As It Relates To Municipal Employees". It was a very interesting and informative program.

The group had lunch at The Stables Restaurant, Highway 54 South.

After lunch President Cirtin called the business meeting to order.

Evelyn Hopkins expressed thanks for the flowers sent to her when she had cataract surgery in May, 1989.

APPROVAL OF MINUTES:

The minutes for the May 18, 1989 meeting of the Central Missouri City Clerks and Finance Officers Association were presented. Motion was offered by LaVerne Belk and seconded by Dolores Grannemann that the minutes be approved as presented. Motion carried unanimously.

The treasurer, Debbie Boyd, was not present and there was no treasurer's report.

OLD BUSINESS:

President Cirtin presented the past president, LaVerne Belk, with a gift as a token of our appreciation for her leadership while serving as president.

COMMITTEE REPORTS:

Membership - Doris Holt, no report.

Historian - Dolores Grannemann. Dolores requested that each city clerk send her a picture of their present city hall building.

By-Laws - Brenda Cirtin, no report.

Program - Liz Cupp. Liz stated if any member had any suggestions for programs to please contact her.

Newsletter - Evelyn Hopkins, no report.

NEW BUSINESS:

Evelyn Hopkins stated she had received a letter from Nancy Lawson, President, Missouri CCFOA asking for volunteers to serve on the various committees of the Missouri CCFOA. Anyone wishing to serve on these committees should contact Nancy Lawson, Harrisonville, Missouri.

President Cirtin stated the Missouri City Clerks and Finance Officers Association would be having a booth at the annual Missouri Municipal League Meeting, October 10-13, 1989, Springfield, Missouri. The Missouri CCFOA has requested that each division within the state make a contribution to help underwrite the expenses of the booth.

Motion was offered by LaVerne Belk and seconded by Dolores Grannemann that the Central Missouri City Clerks and Finance Officers Association contribute \$50.00 toward the support of the CCFOA booth in Springfield. Motion carried unanimously.

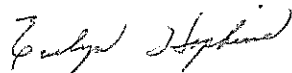
The following announcements were made by President Cirtin:

1. The cook books published by the Missouri CCFOA will be on sale at our booth in Springfield during the annual MML meeting. The cost is \$6.00 a copy.
2. There will be a six hour Advanced Training Session on Tuesday, October 10, 1989 prior to the opening of the MML meeting.
3. Janet French, City Clerk, Marshall, Missouri recently had surgery and is recovering at home. It was the consensus of the members to send flowers to Janet to let her know we were thinking of her.

There being no further business to come before the group, motion was offered by LaVerne Belk and seconded by Donna Barnes that we adjourn. Motion carried unanimously, and the meeting adjourned at 1:10 p.m.

The next meeting will be Thursday, November 16, 1989 at Hallsville, Missouri.

Respectfully submitted,



Evelyn Hopkins  
Secretary

CENTRAL MISSOURI CITY CLERKS AND FINANCE OFFICERS ASSOCIATION

NOVEMBER 16, 1989

The Central Missouri City Clerks and Finance Officers Association met Thursday, November 16, 1989, at City Hall, Hallsville, Missouri with Cheri Reisch serving as hostess.

The Meeting was called to order at 10:00 a.m., and Cheri welcomed everyone to Hallsville.

Members and guests present were: Brenda Cirtin, Donna Barnes, Florence Tucker, Verna Eckhoff, Peggy Geiger, LaVerne Belk, Barbara Stinson, Debbie Boyd, Janet French, Cheri Reisch, Jan Miller, Liz Cupp and Gael Wheeler of the Census Bureau.

Hostess, Cheri Reisch introduced Ms. Gael Wheeler, Information Services Specialist, U.S. Census Bureau, Kansas City, Missouri. She spoke on the upcoming 1990 Census and provided handouts and information to make people aware of it.

After the program President Cirtin called the meeting to order.

APPROVAL OF MINUTES:

The Minutes for the August 17, 1989 meeting of the Central Missouri City Clerks and Finance Officers Association were presented. Donna Barnes made the motion, seconded by LaVerne Belk that the Minutes be approved as presented. The Motion carried unanimously.

TREASURER'S REPORT:

Debbie Boyd submitted the treasurer's report showing a beginning balance as of May 18, 1989 of \$1,353.33, Receipts of \$59.25 and Disbursements of \$143.78 leaving a balance as of November 16, 1989 of \$1,268.80.

OLD BUSINESS:

Janet French presented a thank-you card to the group for the flowers she received for her recent surgery.

President Cirtin announced that Diane Peck of the Missouri Municipal League had been very ill but was improving and could use our prayers.

She relayed that at the recent MML Conference in Springfield there was an interesting session on Springfield's experience with a team building program.

She encouraged as many as possible to attend the IIMC Annual Conference in Little Rock, AR and that there may be a special bus going.

Nancy Lawson had asked about the cookbook sales.

COMMITTEE REPORTS:

Membership - Doris Holt, no report.

Historian - Dolores Grannemann, no report.

By-Laws - Brenda Cirtin, reported that Norma Caldwell had requested a copy of the Central MO Chapters By-Laws.

Program - Liz Cupp asked for ideas of future programs.

Newsletter - Evelyn Hopkins, no report.

NEW BUSINESS:

The February meeting has been switched to Versailles.

It was mentioned that Jan Miller was no longer City Clerk of Sweet Springs but now is with Miller and Associates of Columbia.

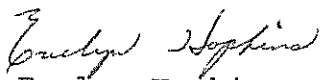
President Cirtin said we need to start thinking about electing new officers in February. Also anyone interested in applying for a scholarship to attend the Spring Institute should apply soon. She described Jefferson City's new clean-air ordinance setting limits on smoking if anyone wanted a copy of it.

Donna Barnes mentioned that the Region VII of the IIMC would be meeting in Chicago December 8 & 9.

There being no further business LaVerne Belk made the motion to adjourn, seconded by Donna Barnes with the vote unanimous, and the meeting adjourned at 11:45 a.m.

The group then walked to the Hometown Restaurant for lunch.

Respectfully submitted,

  
Evelyn Hopkins  
Secretary