

MINUTES OF REGULAR MEETING  
CITY CLERKS AND FINANCE OFFICERS ASSOCIATION  
CENTRAL DIVISION  
FEBRUARY 16, 1995  
10:00 A.M.

The regular meeting of the Central Division of the Missouri City Clerks and Finance Officers Association was held on February 16, 1995 in Sedalia, Missouri. The following members were present:

Doris Holt, Lake Ozark	Diann Warner, Osage Beach
Brenda Colter, Camdenton	Liz Cupp, Marceline
Donna Barnes, Mexico	Phyllis Powell, Jefferson City
Kay Williams, Versailles	Kim Wood, Vandalia
Jeannie McGinnis, Versailles	Sharon Myers, Vandalia
Sue Kuhn, California	Shirley Collins, Sedalia
Robin Overstreet, Fayette	Kim Gerlach, Boonville
Doris Parcel, Auxvasse	Dana Tarpenting, Brookfield

Guest - MOCCFOA President, Myrna Van Deusen

Shirley Collins welcomed the group to Sedalia and introduced speaker, Ron Wineinger. Mr. Wineinger, who teaches at State Fair Community College, spoke to the group about the art of listening.

Business Meeting

The business meeting was called to order by President Diann Warner at 11:20 a.m. Diann extended a special welcome to MOCCFOA President, Myrna Van Deusen.

Approval of Minutes

Shirley Collins moved that the minutes of the November 17, 1994 meeting be approved. The motion was seconded by Donna Barnes and carried.

Treasurer's Report

Doris Holt provided copies of the Treasurer's Report, showing a balance of \$1,529.59. Donna Barnes moved that the Treasurer's Report be approved. The motion was seconded by Shirley Collins and carried.

Old Business

The group again discussed holding the quarterly meetings in Jefferson City. After a brief discussion it was the group's consensus that the meetings continue to be held in various host cities.

Committee Reports

Membership - Doris Holt reported that the Central Division presently has 38 active members, and that annual membership fees are now due.

Historian - Dana Tarpenting stated that she had nothing to

report at this time.

By-Laws - In the absence of LaVerne Belk, no report was given at this time.

Programs - No programs report was given.

### New Business

Brenda Colter reported that the Scholarship Committee had received and reviewed three applications. Brenda continued that the Committee was recommending that Karen Yohe of Madison be named recipient of the scholarship. Kim Wood moved that the Committee's recommendation be accepted. The motion was seconded by Liz Cupp and carried.

Kim Wood reported that the Nominating Committee had met, and presented for consideration the following slate of officers for the coming year: Barbara Stinson - President; Phyllis Powell - Vice President; Robin Overstreet - Secretary; and Linda Block - Treasurer. President Warner asked for nominations from the floor and none were received. Dana Tarpensing moved that the Committee's recommended slate of officers be approved. The motion was seconded by Liz Cupp and carried.

President Warner asked for volunteers for hosting the next four quarterly meetings. Meetings were scheduled as follows: the May, 1995 meeting in Lake Ozark hosted by Doris Holt; the August, 1995 meeting in Marceline hosted by Liz Cupp; the November, 1995 meeting in Mexico hosted by Donna Barnes; and the February, 1996 meeting in Jefferson City hosted by Phyllis Powell.

After a brief discussion Dana Tarpensing agreed to continue serving as historian and Laverne Belk was reappointed to the By-Laws Committee. As Vice-President, Phyllis Powell will be responsible for programs for the coming year and Treasurer Linda Block will be in charge of memberships.

The CCFOA membership directory was briefly discussed and the group discussed the importance of reaching out to new members at the Spring Institute.

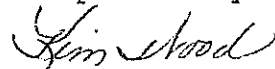
President Warner asked for volunteers to assist with the mixer luncheon to be held on Tuesday, March 21 during the Spring Institute. Robin Overstreet and Doris Holt volunteered to assist.

Members briefly discussed the international meetings in Louisville in May, and several from the Central Division plan to attend.

### Adjournment

There being no further business at this time, President Warner called the meeting adjourned at 11:46 a.m. Lunch at Fire Side Restaurant followed.

Respectfully submitted,



Kim Wood, Secretary

MINUTES OF REGULAR MEETING  
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CENTRAL DIVISION  
JUNE 22, 1995  
10:00 A.M.

The regular meeting of the Central Division of the Missouri City Clerks and Finance Officers Association was held June 22, 1995 in Fayette, Missouri. The following members were present.

Cheri Reisch, Hallsville	Jeanie McGinnis, Versailles
Kathy Colvin, Centralia	Kay Williams, Versailles
Barbara Stinson, Waynesville	Sharon Myers, Vandalia
Donna Barnes, Mexico	Jane Bell, Bowling Green
Carla Stock, Salisbury	Dana Tarpending, Brookfield
Paula Thies, Glasgow	Robin Overstreet, Fayette
Phyllis Powell, Jefferson City	

Guest - Beth Storm, Missouri Municipal League

Robin Overstreet welcomed the group to Fayette. Phyllis Powell introduced speaker, Diane Spieker. Ms. Spieker, who is the Director of Human Resources for the City of Jefferson, spoke to the group about health insurance and benefits, problem employees, hiring and firing, overtime.

#### Business Meeting

After lunch at the Black Walnut Cafe, the business meeting was called to order by President Barbara Stinson at 1:15 p.m.

#### Approval of Minutes

Kay Williams moved that the minutes of February 16, 1995 meeting be approved. The motion was seconded by Donna Barnes and carried.

#### Treasurer's Report

In the absence of Linda Block, Robin Overstreet reported that there was a balance of \$1,413.81 and eighteen paid members.

#### Old Business

There was no old business to discuss at this time.

#### Committee Reports

Membership - In the absence of Linda Block, no report was given at this time.

Historian - Dana Tarpending asked for pictures from the IIMC conference in Louisville, KY.

By-Laws - In the absence of LaVerne Belk, no report was given

Programs - Phyllis Powell asked for ideas and suggestions for upcoming programs.

New Business

Donna Barnes reported that nine members from the Central Division had attended the IIMC conference in Louisville, KY.

Donna Barnes also reported she had put her name in for Region VII Director. Catherine Rocha, Kansas City, also has her name in.

Donna Barnes also reported Kansas City would be hosting the IIMC conference in 2001. The Missouri Clerks will need to sell the Kansas City conference at the international conference in 2000. Suggestions and ideas on how to accomplish this were asked for at this time.

Adjournment

There being no further business at this time, President Stinson called the meeting adjourned at 1:36 p.m.

Respectfully submitted,



Robin Overstreet, Secretary

MINUTES OF REGULAR MEETING  
CITY CLERKS AND FINANCE OFFICERS ASSOCIATION  
AUGUST 17, 1995  
10:00 A.M.

The regular meeting of the Central Division of the Missouri City Clerks and Finance Officers Association was held August 17, 1995 in Marceline, Missouri. The following members were present:

Barbara Stinson, Waynesville	Donna Barnes, Mexico
Phyllis Powell, Jefferson City	Elizabeth Cupp, Marceline
Kay Williams, Versailles	Dana Tarpending, Brookfield
Jeanie McGinnes, Versailles	Robin Overstreet, Fayette
Karen Yohe, Madison	

Elizabeth Cupp and Bill Johnson welcomed the group to Marceline. Phyllis Powell introduced speaker, Larry Weber. Mr. Weber, who is the Assistant Attorney General, spoke to the group about Ethics in Government, which included Sunshine Law, ADA, bidding & purchasing, ethic issues (use of public funds & conflicts), nepotism, employment issues, record keeping, sexual harassment and sovereign immunity.

Business Meeting

The business was called to order by President Barbara Stinson at 11:30 a.m.

Approval of Minutes

Donna Barnes moved that the minutes of June 22, 1995 meeting be approved. The motion was seconded by Dana Tarpending and carried.

Treasurer's Report

In the absence of Linda Block, a report was faxed showing there was a balance of \$1,496.83 and thirty paid members.

Old Business

There was no old business to discuss at this time.

Committee Reports

Membership - In the absence of Linda Block, no report was given at this time.

Historian - Donna Barnes reported that she had pictures from IIMC to give to Dana Tarpending.

By-Laws - In the absence of LaVerne Belk, no report was given.

Programs - Phyllis Powell asked for ideas and suggestions for the upcoming programs at Mexico and Jefferson City.

New Business

Phyllis Powell asked what was being done about recruitment of new members. Phyllis Powell suggested sending out a regional newsletter to help recruit new members and encourage old members to attend regular meetings. The newsletter would feature an interview with a clerk of the month and the city that would hold the meeting. The first newsletter would have information about the November meeting in Mexico, a list of officers, and a reminder to participate in the MML conference.

Elizabeth Cupp moved that the Central Division City Clerks and Finance Officers Association prepare a regional newsletter which could be mailed with the meeting notices. The motion was seconded by Donna Barnes and carried.

Barbara Stinson suggested that the central division have a contest to help name the newsletter and the person with the winning entry would receive \$25.00.

Robin Overstreet moved that \$25.00 be given to the person with the winning entry which would name the newsletter. The motion was seconded by Dana Tarpene and carried.

Adjournment

There being no further business at this time, President Stinson called the meeting adjourned at 11:47 a.m.

Respectfully submitted,



Robin Overstreet, Secretary

MINUTES OF REGULAR MEETING  
CITY CLERKS AND FINANCE OFFICERS ASSOCIATION  
NOVEMBER 16, 1995  
10:00 A.M.

The regular meeting of the Central Division of the Missouri City Clerks and Finance Officers Association was held November 16, 1995 in Mexico, Missouri. The following members were present:

Barbara Stinson, Waynesville	Donna Barnes, Mexico
Phyllis Powell, Jefferson City	Elizabeth Cupp, Marceline
Kay Williams, Versailles	Dana Tarpenting, Brookfield
Jeanie McGinnis, Versailles	LaVerne Belk, Eldon
Betty Rayhart, Eldon	Cheri Reisch, Hallsville
Linda Smiley, Vandiver Village	Paula Thies, Glasgow
Kim Gerlach, Boonville	

Others present - Melissa Powell, daughter of Phyllis Powell and Roger Haynes, Finance Officer of Mexico.

Donna Barnes welcomed the group to Mexico. Phyllis Powell introduced the speaker, Mike Bradley of the Attorney General's office. Mr. Bradley spoke about obtaining and maintaining worker's compensation insurance. A question and answer period followed.

#### Business Meeting

The business meeting was called to order by Barbara Stinson at 10:40 A.M.

#### Approval of Minutes

Donna Barnes moved that the minutes of August 17, 1995 meeting be approved. The motion was seconded by Phyllis Powell and carried.

#### Treasurer's Report

In the absence of Linda Block, a report was faxed showing a balance of \$1,550.45 with thirty seven paid members. LaVerne Belk moved that the treasurer's report be approved. The motion was seconded by Dana Tarpenting and carried.

#### Old Business

Phyllis Powell distributed the names which were submitted to name our new newsletter. Additional names were added with a secret vote being taken. The winning name was "Central Dispatch" which was submitted by Dana Tarpenting of Brookfield. Dana will receive a \$25.00 check for her entry.

#### Committee Reports

Membership- In the absence of Linda Block, no report was

given at this time.

Historian - Dana Tarpening reported she had nothing to report.

By-Laws- LaVerne Belk reported she had nothing to report.

Programs- Phyllis Powell asked for any ideas or suggestions we might have for upcoming programs.

### New Business

1. LaVerne Belk, Diann Warner and Brenda Colter volunteered to serve on the Nominating Committee. A slate of officers will be prepared for presentation at the February meeting.

2. Donna Barnes and Cheri Reisch volunteered to serve on the Scholarship Committee. They will review all applications and make their recommendation to the Central Division members at the February meeting in Jefferson City. Barbara Stinson reported that the Scholarship Committee for the State will be presenting eight scholarships this year.

3. Barbara Stinson reported that the Central Division will be hosting a two hour roundtable discussion in March at our Spring Institute. The Western Division is also hosting a roundtable. All members were asked to think about possible topics and we will spend our February meeting fine tuning the roundtable.

### Adjournment

There being no further business at this time, LaVerne Belk moved that the meeting be adjourned. The motion was seconded by Donna Barnes and carried unanimously. The meeting was adjourned at 11:20 A.M. Lunch followed at the Barbary Coast.

Submitted by:



Barbara Stinson, CMC/AAE  
President/Acting Secretary