

**Central Division
Missouri City Clerks and Finance Officers
February 21st, 2007
Hallsville, Missouri, City Office**

Those Present:

Jean Richards-Sturgeon
Connie Hill-Cole Camp
Kathy Colvin-Centralia
Donna Barnes-Mexico
Sharron Hammer-Linn Creek
Olive Wood-Laurie
Brenda Colter-Camdenton
Phyllis Powell-Jefferson City
Becky Dolby-Eldon
Beth Faught-Bevier
Dana Tarpenting-Brookfield
Laina Starnes-Lebanon
Cheri Reisch-Hallsville
Elizabeth Atkinson-Glasgow
Tammy Howard-Madison
Barb Johnson-Lincoln
Toni Jacobs-Marceline

Minutes: The minutes of the November 15, 2006 meeting had been distributed to the members. A motion to approve the minutes was made by Phyllis Powell and seconded by Connie Hill. The motion passed with each member present voting aye.

Treasurer's Report: Sharron Hammer presented the report stating the account total was \$1,245.57 and now it is \$1,675.57. 45 members paid, 2 lifetime memberships. (Kay Williams and Shirley Collins) Becky made the motion to approve the treasurer's report and Phyllis seconded. The motion passed with each member present voting aye.

Committee Reports: There were no applications turned into the Central Division for the Spring Institute Scholarship. After some discussion, Donna Barnes made a motion to split the amount over the three new clerks that were going to be attending. (Between Tammy Howard, Elizabeth Atkinson and Liliane Elrod). Dana Tarpenting seconded. The motion passed with each member present voting aye.

Program: The program was on getting organized and filling out the paperwork for your Certifications. All Clerks worked together and answered questions.

Nominating Committee: The committee nominated the following, Toni Jacobs, President of the Central Division. Beth Faught, Vice-President, Phyllis Powell,

Secretary, and Laina Starnes, Treasurer. Donna Barnes made the motion that nominations cease. Brenda Colter seconded. The motion was passed with each member present voting aye. Barb Johnson then swore all the new officers in.

Becky Dolby stated that she would like to see the meetings moved to the second Wednesday of the month instead of the third. Phyllis said that would also work better for her. Members are to think about this and discuss at the next meeting.

Barb Johnson also told the members to be thinking because they had changed the listing of who had the hospitality room for 2008 and it's now Central Division, Northeast and Southeast. Some things that were talked about were Barb, Beth and Dana would meet with the other divisions at Spring Institute to start planning. Maybe trivia, 50-60 theme.

We then worked on where to have the next year's meetings. They are set as follows: June 20th-Eldon, November 14th-New Franklin, August 15th-Brookfield/Marceline and February 20th, 2008 at Mexico.

Brenda Colter made a motion to adjourn the meeting. Becky Dolby seconded. Meeting adjourned.

Program was held then on Certification completion.

MINUTES OF THE MEETING
Central Division
Missouri City Clerks and Finance Officers
June 20, 2007
Eldon, Missouri

Those Present:

Becky Dolby – Eldon
Arlene Silvey – Sedalia
Kay Williams (ret.) – Versailles
Kathy Colvin - Centralia
Cheri Reisch – Hallsville
Pat Cunningham – New Franklin
Phyllis Powell – Jefferson City
Tammy Howard – Madison
Liliane B. Elrod – Atlanta
Beth Faught – Bevier
Toni Jacobs – Marceline
Donna Barnes – Mexico
Eileen Brandes – Cole Camp
Sharron Hammer – Linn Creek
Olive Wood – Laurie
Barb Johnson – Lincoln
Laina Starnes – Lebanon
Nancy Clark – Osage Beach
Brenda Colter – Camdenton
Diann Warner – Osage Beach
Stuart Haynes – MML
Mary Reed - Eldon

Introductions: Becky Dolby introduced Mayor Ronald Bly who welcomed the group to Eldon. Each attendee introduced himself / herself.

President Toni Jacobs opened the business meeting and thanked Becky Dolby for hosting the meeting.

Minutes: The minutes of the February 21, 2007 meeting had been distributed to the members. A motion to approve the minutes was made by Mary Reed, seconded by Kathy Colvin, and approved unanimously.

Treasurer's Report: Laina Starnes presented the report and explained how she calculated the scholarship which was shared by three recipients: Cities of Atlanta, Madison, and Glasgow.

The breakdown was as follows:

Mileage:	143 X 40.7cents per mile = \$58.20 (figuring greatest distance from hotel)
Conference fee:	\$195
Hotel for 3 nights:	\$262.20
Total.....	\$515.40 divided by 3 = \$171.80 to each recipient

There were 55 paid members paid and 2 lifetime memberships. A motion was made by Becky Dolby to approve the treasurer's report, seconded by Kathy Colvin, and approved unanimously.

Committee Reports:

Membership - Toni Jacobs asked if the group wished to discuss whether to remove members from the membership list who were not paid members. Following discussion, Barb Johnson volunteered to contact them by phone personally and find out if they would be willing to join.

Historian - Arlene Silvey made historian report and asked for anyone who has photos of past events to please send them to her.

By-Laws – Becky Dolby reported there were no changes made, nor proposed to be made, to the By-Laws at this time.

Programs – Beth Faught asked if there were any programs anyone would like to hear. If so, please contact her with any ideas. Beth also reported a meeting with the other group who will be sharing the Hospitality Room hosting duties in 2008. Several different ideas were suggested and discussed for themes.

Scholarship – Toni Jacobs mentioned that applications for certification this year are due by June 30. Becky Dolby is going to find out this weekend at the retreat whether the state organization will attend Council meetings to present certifications to clerks. Scholarship applications will be due to Robin Overstreet and are due by August 1.

Meeting date changes – By show of hands, the membership agreed they would prefer to leave the meeting dates as they currently are. A motion was made by Beth Faught, seconded by Arlene Silvey, to leave the meeting dates as currently scheduled. The motion was approved unanimously.

Program: Becky Dolby introduced Wayne Morgan, Director of Economic Development for the City of Eldon, and Executive Director of the Eldon Chamber of Commerce. Mr. Morgan made a presentation on economic development issues for the Lake of the Ozarks region. He recommended each city represented from that region may want to check the website www.businesslakemo.com to make sure their city is listed on it.

At the conclusion of the program, Toni Jacobs presented flowers to the two members who recently retired: Kay Williams and Shirley Collins. Arlene Silvey offered to take Shirley's flowers to her. Door prizes were awarded.

Adjournment – A motion was made by Donna Barnes, seconded by Brenda Colter, for adjournment. The motion was approved unanimously at 11:40 A.M.

MINUTES OF THE MEETING
Central Division
Missouri City Clerks and Finance Officers
August 15, 2007
Marceline, Missouri

Those Present:

Phyllis Powell, Jefferson City
Becky Dolby, Eldon
Donna Barnes, Mexico
Arlene Silvey, Sedalia
Dana Tarpenting, Brookfield
Shirley Collins (Ret.), Sedalia
Pat Cunningham, New Franklin
Elizabeth Atkinson, Glasgow
Karen Schutz, Vandalia
Kathy Colvin, Centralia
Laina Starnes, Lebanon
Toni Jacobs, Marceline

Liz Cupp, City Manager, Marceline (guest)

Introductions: Toni Jacobs introduced City Manager (and former City Clerk) Liz Cupp who welcomed the group to Marceline and gave a bit of history about her city and the building in which the meeting was being held.

Minutes: A motion was made by Becky Dolby to amend the June 20, 2007 minutes to correctly reflect that Kathy Colvin was present, and remove Dana Tarpenting as the second to the motion made by Beth Faught since Dana was not present at the June 20 meeting. The motion to amend the June 20, 2007 minutes was seconded by Kathy Colvin, and approved unanimously.

Treasurer's Report: Laina Starnes presented the Treasurer's Report which showed a total of 61 Paid Memberships and 2 Lifetime Members, with a balance of \$1,249.86. Dana Tarpenting stated that City Clerk Beth Faught (Bevier) is in the hospital. A motion was made by Becky Dolby that the group approve the purchase of flowers to send Beth, seconded by Karen Schutz, and approved unanimously. A motion was then made by Pat Cunningham to approve the Treasurer's Report as presented, seconded by Arlene Silvey, and approved unanimously.

Toni Jacobs then read Thank You cards the group received from Shirley Collins and Kay Williams for the flowers they received upon their retirement.

Committee Reports:

Membership – No report was made at this time.

Historian - No report was made at this time.

By-Laws – No report was made at this time.

Hospitality Room – Dana Tarpending said if anyone wants to get together at the MML Conference to discuss plans for the hospitality room to let her know.

Programs – No report given at this time.

Scholarship – Toni Jacobs mentioned that appointments need to be made to the Scholarship Committee. She stated Cheri Reisch (Hallsville) has volunteered to remain on the Committee, but that she would like to have a couple more members, and that she would like to appoint a Chairman to that Committee. She asked for volunteers first for Chairman. Kathy Colvin stated she would serve in that capacity. Donna Barnes stated she would serve as a member on the Committee as well if needed. Toni Jacobs stated she is appointing Kathy as Chair, and Donna and Cheri as members.

Toni mentioned that today is the deadline to apply for a state scholarship, and that if anyone present wanted to fill out an application, they could use her fax machine at City Hall to get it submitted in time for the deadline.

Old Business: Becky Dolby brought up the issue of presenting certifications at City Council meetings. Discussion was held regarding certificates, after which Toni stated she will contact Jim Kaatz to get details about how this is going to work. A suggestion was made that perhaps Stuart Haynes could be the person to perform this function.

Discussion was held regarding the silent auction and how that help is going to be needed this year since Lorinda Southard is no longer going to be able to oversee that event.

Discussion was held regarding how to use the new moccfoa.org website. Phyllis Powell answered some of the group's questions about how certain functions worked.

Program: Toni Jacobs asked Dana Tarpending to make a presentation regarding the Strategic Plan. Dana went through the plan and answered questions and entertained discussion during various points of the presentation.

Adjournment – A motion was made by Donna Barnes, seconded by Becky Dolby, for adjournment. The motion was approved unanimously at 12:05 P.M.