

**Washington Municipal Clerks Association
Annual Business Meeting
Thursday, March 20, 2008
Coast Wenatchee Center Hotel, Wenatchee, WA**

CALL TO ORDER:

President Alice Bush called the 38th Annual Business Meeting of the Washington Municipal Clerks Association to order at 8:50 a.m., March 20, 2008.

OFFICERS PRESENT:

President Alice Bush, President-Elect Ali Spietz, Vice- President Bob Baker, Treasurer Sheryle Wyatt, Secretary Betty Garrison, and Board Members Kammy Hill, Karen Kuznek-Reese, Irene Mock, and Terri Pfister.

Past-President Sandy Byers and Board Members JoAnne Giesbrecht and JoAnne Trudel were absent.

Vice-President Bob Baker, City of Newcastle served as Parliamentarian.

APPROVAL OF MINUTES:

The minutes of the 37th Annual Business Meeting held on March 13, 2007, were provided in the meeting packet, hearing no objection President Alice Bush dispensed with the reading of the Minutes. **There being no corrections or additions brought forward, the minutes were approved as submitted.**

RESOLUTION OF APPRECIATION:

President Alice Bush read into the record a Resolution of Appreciation honoring the hard work and dedication of the 2007-2008 Conference Planning Committee, chaired by Tes Ongoco, Virginia Olsen and Irene Mock; the Education Committee, chaired by Molly Towslee and Melody Valiant; Coast Wenatchee Center Hotel and the Host Clerk, Vicki Reister from the City of Wenatchee. **Tracy Wood, City of Hoquiam moved to approve the Resolution of Appreciation. Kammy Hill, City of Walla Walla seconded the motion, which passed without objection.** President Alice Bush presented the Resolution of Appreciation to Conference Planning Committee Chairs Tes Ongoco, Virginia Olsen and Irene Mock; Education Committee Chairs Molly Towslee and Melody Valiant and Host Clerk Vicki Reister thanking them for their work in making this Conference a success, and the membership showed appreciation with applause. President Alice Bush also presented the Resolution of Appreciation to Catering Director Ken Boyle and Sales Director Linda Herald of the Coast Wenatchee Center Hotel and the membership showed appreciation with applause.

TREASURER'S REPORT:

Treasurer Sheryle Wyatt thanked Auctioneer Bob Baker for helping to make the Live Auction fun and successful. The silent and live auctions raised a total of \$6,724.00 for the Scholarship Fund. Treasurer Sheryle Wyatt thanked everyone for their participation in making the event a success. Treasurer Sheryle Wyatt reported that the Treasurer's Report for the fiscal year 2007-2008, year-to-date through February 26, 2008, is included in the meeting packet. Treasurer Sheryle Wyatt reported that there are currently 318 members. President Bush announced the Treasurer's Report will be kept on file.

AUDIT COMMITTEE REPORT:

Gina Anderson, Audit Committee Chair, recognized and thanked the members of the Audit Committee for their participation and also thanked Treasurer Sheryle Wyatt. Audit Committee Chair Gina Anderson reported that two audits had been conducted pursuant to the requirements of the By-Laws. The financial records were found to accurately report the financial activity of the Association. **Gina Anderson,**

City of Woodland moved to accept the Audit Committee Report as presented. The motion was seconded by Kammy Hill, City of Walla Walla and passed without objection.

2008-2009 BUDGET:

President-Elect Ali Spietz presented the proposed 2008-2009 Budget. President-Elect Ali Spietz identified a slight amendment to the proposed budget to reflect an increase to be made in revenues for vender booths from \$400 to \$500 per booth fee which would increase Conference Revenues and reduce the amount of funds that will need to be transferred from Savings in order to balance the budget. The Scholarship fund is healthy. No questions were raised. **President-Elect Ali Spietz moved to approve the 2008-2009 Budget as amended. Shelly Murphy, City of Bellevue, seconded the motion, which passed without objection.**

ELECTION RESULTS:

President Alice Bush reported that the WMCA By-Laws provide that the President-Elect will automatically assume the Office of President at the next Annual Meeting following their election. Therefore, President-Elect Ali Spietz will automatically assume the Office of President and will be sworn in at the Banquet.

President Alice Bush announced the results of the Election:
President-Elect – Bob Baker, City of Newcastle;
Vice-President – Terri Pfister, City of Spokane;
Secretary – Cheryl Proffitt-Schmidt, City of North Bend;
Board Positions – Joanne Giesbrecht Skagit County and Sandy Paul, City of Pacific.
Elections Committee Chair Woody Edvalson reported the total votes cast; and recognized and thanked his committee members.

BY-LAWS COMMITTEE REPORT:

Irvalene Moni, Chair for the By-Laws Committee recognized and thanked the members of the By-Laws Committee and thanked the members of the Elections Committee for their help with crafting the language for the proposed amendment to the By-Laws. The proposed amendment creates term limits. Pro and Con statements for the proposed change were provided. By-Laws Committee Chair Irvalene Moni reported that a copy of the proposed changes to the By-Laws was mailed with the Annual Meeting Notice to all members and a copy was provided in the Annual Business Meeting Packet. **By-Laws Committee Chair Irvalene Moni moved to adopt the recommended amendments to the WMCA By-Laws Article 4 Section 2 as presented to the members. Gina Anderson, City of Woodland seconded the motion.** No questions or comments were raised. President Alice Bush noted two-thirds (2/3) vote is required for this motion to pass and requested a rising vote. **The motion carried with a two-thirds (2/3) vote.**

OTHER REPORTS:

President Alice Bush thanked Education Coordinator Pam Kolacy and the Committee Chairs for their dedication to the Association; formal reports were provided in the business meeting packet. President Alice Bush thanked the membership for their efforts in making our Association so successful.

NEW BUSINESS:

There was no new business to come before the membership.

ANNOUNCEMENTS:

President-Elect Ali Spietz reminded everyone to sign up for committee work on the sign-up sheets at the registration desk.

Fundraising Co-Chair Margo Tackett, City of Westport announced that tickets are still available for the Dollar Raffle and \$5.00 tickets for the \$1,500.00 Gift Card are also available. She thanked everyone for their donations at the auction last night.

President Alice Bush announced that there was a jacket lost at the Auction last night, and anyone with information to please contact Dan Leinan, City of Forks.

Education Committee Co-Chair Melody Valiant reminded everyone to fill out their evaluations and turn them in. At the bottom of the evaluation form is a section to fill out and turn in at the drop box at the registration desk. A drawing for \$100.00 will take place at the Executive Committee Meeting following the Conference.

Conference Planning Committee Co-Chair Tes Ongoco requested time to recognize members of the Committees. The Chairs of the following Committees recognized their members:

- Conference Planning
- Awards
- Education
- Communications
- Scholarship
- Fundraising
- Historical
- Legislative
- Membership

The membership thanked all participants with applause.

President Alice Bush expressed appreciation for all the Committee Members; it is the Members who make our organization.

ADJOURN:

There being no further business to come before the membership, President Alice Bush declared the Annual Business Meeting adjourned at 9:30 a.m.

Respectfully submitted,

Betty J. Garrison, WMCA Secretary