**Georgia Municipal Clerks Association**

**Virtual Board Meeting**

**December 20, 2023**

**10:00 AM – 11:34 AM**

**Call To Order and Comments**

President Russell called the meeting to order and welcomed everyone in attendance.

**Roll Call:**

The roll call was given by Vice President Walker-Reed with the following members in attendance:

Regina Russell, President Sandra Haggard, District 5 (absent)

Deborah Walker-Reed, Vice President Telina Allred, District 6

Vernice C. Thompson, Treasurer Kim Reddick, District 7 (absent)

Sharon Nelson, Secretary Margaret Shelley – District 8

Melissa Chosewood, District 1 (absent) Angie Conner, District 9 (absent)

Marilyn Chastain, District 2 Melinda Crook, District 10

Shandrella Jewett, District 3 Christina Evans, District 11 (absent)

Richard McCoy, District 4 Naomi Atkinson, District 12

Vicki Wainwright, Immediate Past President

**Others**

Lisa Johnson, Past President

Denise Jordan, Past President

Wynetta Bolder, Past President

Pam Helton, GMA

Sharon Collins, GMA

Janice Eidson

Mark Massey, Savannah

**Approval of Minutes**

Secretary Nelson presented the November 15, 2023, minutes. Naomi Atkinson, District 12, made a motion to approve the minutes as submitted. Telina Allred, District 6, gave a second with all voting aye. Motion approved.

**Financial Report**

Pam Helton gave a review of the financial report for the month ending September 30, 2023. Vice President Walker-Reed made a motion to approve the financial report as submitted. Naomi Atkinson, District 12, gave a second with all voting aye. Motion approved.

**IIMC Region III Report**

Pam Helton noted that the accounts for the 2024 IIMC Region III meeting have been set up and she will keep a spreadsheet showing what is spent for 2023 and 2024. Janice Eidson gave an update on registrations noting that we have 115 paid registrations and 14 speakers thus far. A review of the Region III state registrations showed 17 for North Carolina, 3 for South Carolina, 7 for Alabama, 11 for Florida, and 77 for Georgia. These include 16 registrations for Thursday**,** only and 1 registration for Wednesday only. We currently have 3 sponsors and 14 exhibitors registered as well. The sponsors are Turnipseed Engineering, City of St. Mary’s and City of West Point. Exhibitors include GWorks, American Data Group, Spatial Data Logic, Edmunds GovTech, BIS Digital, Inc., JustFOIA, and Marsh McLennan Agency. The deadline for sponsorships to appear on the program is February 1st. Event orders will be sent to the convention center by the end of this week. Discussions were held for ways to get more attendees prior to the meeting. Vice President Walker-Reed will reach out to those Georgia cities and counties that have not responded. President Russell will send out an email to the state presidents for Region III. Richard McCoy, District 4, will reach out to his contact in Alabama to see if she can assist with getting more interest from them. Janice will also resend sponsorship applications to the emails she had no responses on.

**GMA Update**

Pam Helton stated that the IIMC Region III training is now on the GMA website. An Education Committee meeting will be set up for this afternoon pertaining to the June conference. Denise Jordon stated that she would be able to provide an Athenian Dialogue in June, if needed. She will need to know in time to work on the book and gather the additional information needed to meet IIMC deadlines. All that were present were asked to send any ideas for classes to the Education Committee. Other reminders included the Cities United Summit, to be held January 26 – 29 and the Newly Elected Officials Training, to be held February 28 – March 1 in Athens, and March 20 – 22 in Tifton. She also reminded everyone that exemption affidavits are due for this election cycle.

**President Report**

President Russell reminded everyone that E-Verify reporting is due December 31st to the Georgia Department of Audits and Accounts. She also reminded everyone to publish 2024 council meeting dates, if required by your Charter. Aileen Harris has been contacted and additional rooms have been added at Springhill Suites for the Newly Elected Official training in Athens.

**Officer Reports**

Vice President Walker-Reed reminded those members who are a Certified City of Ethics of resolutions for 2024. Other officers reported on various happenings within their respective cities and everyone was wished a Merry Christmas.

**District Director Reports**

Shandrella Jewett, District 3, reported that December 31st will be her last day as City Clerk of Union City. Her Deputy Clerk will serve as the Interim Clerk until a new Clerk is appointed. Shandrella served Union City for 8 years.

**Committee Reports**

No committee reports were given.

**Other Items Not on the Agenda**

Pam Helton stated that she would be sending out an invite to meet this afternoon with the Nomination Committee pertaining to the upcoming election for District 12 Director. She also noted that the Board can nominate a replacement to fill Shandrella’s unexpired term.

A discussion was held pertaining to changes for the upcoming renewal contract with Carl Vinson Institute of Government. President Russell stated that she and Vice President Walker-Reed have met with GCCA President and Vice President and have had Rusi Patel review the contract with recommendations for changes. A meeting will be scheduled with Christina Collins and the Carl Vinson Board to discuss changing the current payment per registrant marketing fee from $5.00 to 5% for both clerks’ associations. Registrants from consolidated governments would split their payment evenly at 2.5% for each association. Past President, Denise Jordon recommended adding Carl Vinson’s responsibilities for the IIMC Region III meetings into the contract as well.

**Adjourn**

There being no further business, President Russell called for a motion to adjourn. Secretary Nelson made the motion with a second by Vice President Walker-Reed. The motion was approved and the meeting adjourned at 11:34 AM.

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Regina Russell, President

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Sharon Nelson, Secretary