

OKLAHOMA MUNICIPAL CLERKS, TREASURERS AND FINANCE OFFICIALS ASSOCIATION  
61<sup>ST</sup> ANNUAL CONFERENCE BUSINESS MEETING

FRIDAY, OCTOBER 20, 2017, AT 12:00 NOON  
WES WATKINS CENTER  
OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA

MINUTES

1. **Call to Order.**

President Cora Middleton called the meeting to order at 12:00 p.m.

2. **Roll Call and Declaration of Quorum.**

Members Present:

Cindy Pollard, Past President\*  
Cora Middleton, President  
Stephanie Carmichael, Vice President  
Janet Watts, Treasurer  
Brenda Hall, Secretary  
Susan White, Reporter  
Ashley VanDeburgh, 1-Year Trustee & OAPT Representative  
Lindsey Grigg, 2-Year Trustee  
Kristi Hort, 3-Year Trustee  
Jason Muninger, GFOA Representative  
Kelly Danner, OML Liaison  
Katie Girardi, OMRF Liaison  
Dorie Spittler, OMAG Liaison  
Rebecca Ramsey, OSU Liaison & Institute Director

Members Absent:

None

**Invocation:** Given by Susan White, Reporter.

2. **Flag Salute.** Led by Janet Watts, Treasurer.

3. **Discussion, Consideration, and Possible Action on the Minutes of October 23, 2016, Annual Business Meeting.**

A motion was made by Beverly McManus and seconded by Holly Mashino to approve the minutes of the October 23, 2016, meeting. Motion carried.

4. **Treasurer's Report.**

Janet Watts, Treasurer, provided a treasurer's report and current financials for 2017. A motion was made by Susan White and seconded by Cindy Pollard to approve the Treasurer's Report and current financials for 2017. Motion carried.

5. **Recognitions.**

- a. Sponsors and Vendors. Lindsey Grigg, 2-Year Board Member, recognized the sponsors and vendors and thanked them for their support.
- b. First Time Attendees. Cora Middleton, President, recognized first time attendees.
- c. Past Presidents. Cora Middleton, President, acknowledged past presidents contributions to the OMCTFOA Board and thanked them for their service.
- d. Years of Service. Cora Middleton, President, recognized municipal clerks, treasurers and finance officials for their years of service.
- e. Resolutions. Brenda Hall, Secretary, read the resolution and list of retired honorees names, city or town and years of service.

6. **Discussion, consideration, and possible approval on Committee Reports:**

- a. Janet Watts, Treasurer, reported on the Conference Scholarship Committee.  
2017 Scholarship Recipients: Institute, National Conference, and OMCTFOA Conference. All recipients were recognized.  
Approval of 2018 Scholarships: One (1) National Conference, three (3) March Institute/Academy, and five (5) OMCTFOA Fall Conference.

A motion was made by Stephanie Carmichael and seconded by Cindy Pollard to approve the list as presented. Motion carried.

- b. Clerks and Treasurers Institute Committee Report. Rebecca Ramsey, OSU Liaison and Institute Director, provided an update.
- c. Legislative Committee. Brenda Hall, Legislative Committee Chair, provided an overview of proposed amendments to the by-laws and constitution. A summary of amendments include: amends Section 2, Annual Dues, to allow the Executive Board to review the dues each September prior to the renewal date to determine whether the dues should be increased-no annual increase greater than 20%; establishes a provision for delinquent fees; adds bonding requirements for the President, Vice-President, and Past-President; and establishes an Audit Committee.

A motion was made by Jan Nuefeld and seconded by Holly Maschino to approve the amendments as presented. Motion carried.

- d. Nominating Committee Report: Stephanie Carmichael, Vice-President, submitted the following persons as the 2018 OMCTFOA Board members:

Cora Middleton, Past President	Lindsey Griff, 1-Year Trustee
Stephanie Carmichael, President	Kristi Hort, 2-Year Trustee
Janet Watts, Vice-President	Camille Dowers, 3-Year Trustee
Brenda Hall, Treasurer	Jan Neufeld, OAPT Representative
Susan White, Secretary	Matt Boggs, GFOAO Representative
Ashley Vandeburgh, Reporter	Kelly Danner, OML Liaison

A motion was made by Erin Crawford and seconded by Beverly Whitener to approve the list as presented. Motion carried.

7. **Special Presentations.**

Cora Middleton, President, recognized Rebecca Ramsey for being the OSU Liaison for the fall conference and presented her with a thank you card and gift for her efforts with the conference.

Cora Middleton, President, presented the gavel and President's pin to Stephanie Carmichael as the 2018 OMCTFOA President.

Stephanie Carmichael presented Cora Middleton the Past President's pin.

8. **New Business.**

No new business was discussed.

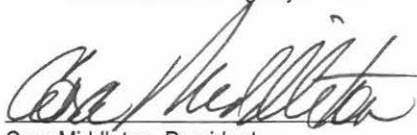
9. **Announcements.**

2017 IIMC Region IV meeting, December 6-8, 2017, Ft. Smith, AR  
 2018 Clerks and Treasurers Institute/Academy, February 19-23, 2018, Stillwater, OK  
 2018 IIMC Annual Conference, May 20-23, 2018, Norfolk, VA  
 2018 GFOA Annual Conference, May 6-9, 2018, St. Louis, MO  
 2018 APT US&C Annual Conference, July 22-25, 2018, Memphis, TN  
 2018 OMCTFOA Conference, October 17-19, 2018, Stillwater, OK

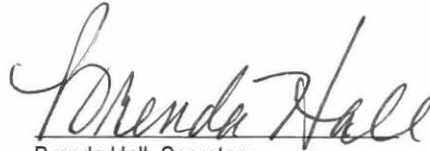
**10. Door Prizes.** Door prizes were distributed.

**11. Adjournment**

The annual meeting adjourned at 1:10 p.m.



Cora Middleton, President



Brenda Hall, Secretary

