

UMCA BUSINESS MEETING AGENDA
September 28, 2016
3:15 PM
UMCA Annual Conference
Uintah Conference Center – Vernal, Utah

The Meeting was called to order by President Thieda Wellman at 3:15 pm. Board Members attending:

Thieda Wellman, President
Nikki Kay, Director
Teresa Harris, Director
Kari Jimenez, Director
Susan Farnsworth, Secretary

Leigh Ann Warnock, Vice President
Janell Braithwaite, Director
Colleen Mulvey, Director
Kate Black, Treasurer
Finn Kofoed, Past President

Also Attending: Approximately 120 UMCA Members

Approval of Minutes

Emalee Curtis, Monroe City moved to approve the minutes of March 24, 2016. Kim Read, Clearfield City seconded the motion. The vote was unanimous.

Financial Report

Treasurer Black reviewed with those in attendance the financials of the UMCA organization (see attachment "A").

Education Report

Roving Training Classes (Topics, locations, etc.)

Director Kay reported there had been a number of "point worthy" trainings this past year. She indicated she was waiting on IIMC to assign points to the upcoming State Archive Training. She will have the information "blasted" as soon as she has the information.

Membership Report

UMCA/IIMC Membership Report

CMC/MMC Certification Report and Recognition

Director Harris reported there currently are a total of 72 CMC, 37 MMC, 227 Members of UMCA and 107 IIMC Members. The mentioned number include 12 CMC and 1 MMC designation received since March 2016. Any of the Board Members would be happy to help with submitting paperwork.

UMCA Committee Recognitions

President Wellman acknowledged those serving on each of the committees. Those serving on the Election Committee would not receive their Certificates until after the Election Calendar had been prepared and distributed. Those serving on the committees were thanked for their dedication.

Region Presidents Reports

Each of the Region Presidents or their representatives reported on their regions' activity. A couple of regions are in the process of being formed with the President, Vice President, Secretary and Treasurer.

Update/Locations for Future Annual Conferences

Director Mulvey reported the 2017 conference would be held in Logan and 2018 would be held back in Vernal. She encouraged those who may have location suggestions to get with her with the information.

Proposed Resolution in support of UMCA hosting Region VIII Conference

Jane Banks, Mt. Pleasant moved to approve Resolution 2016-01, A Resolution of the Utah Municipal Clerks Association in the Support of Hosting a Future Region VIII Conference in Tandem with the UMCA Annual Conference, with the Assistance of the Current 2015-2016 UMCA Board. Molly Spira, Sandy City seconded the motion. The vote was unanimous.

Proposed Resolution amending bylaws regarding Election Committee duties

Susan Hales, Sunset City moved to approve Resolution 2016-02, A Resolution of the Municipal Clerks Association amending the UMCA Bylaws. JoD'Ann Bates, Highland City seconded the motion. The vote was unanimous.

Proposed Resolution in support of legislation regarding appointment of clerks/recorders

Camille Brown, Mapleton City moved to approve Resolution 2016-03, A Resolution of the Utah Municipal Clerks Association in Support of the Utah League of Cities and Towns Proposed Legislative Changes Regarding Appointment Requirements for Reorders and Clerks. Stephanie Carlson, Holladay City seconded the motion. The vote was unanimous.


March Business Meeting

It was reported that the next Business Meeting would be held during Institute and Academy which is scheduled for March.

Adjourn

At 4:00 pm Renon Savage, Cedar City moved to adjourn. Danice Bullock seconded the motion. the vote was unanimous.

Approved on March 23, 2017.



Thieda Wellman, President



Susan B. Farnsworth, Secretary

UMCA BUDGET		APPROVED 2014/2015 BUDGET Aug Board Meeting	YTD 2014/2015 Board Meeting 6/29/2015	Approved 2015/2016 Board Meeting 6/29/2015	YTD 2015-2016 3/24/2016 Board Meeting	Approved 2016/2017 UMCA Budget	YTD 2016/2017 3/16/2017 Bd Meeting
REVENUES							
Membership Dues	\$ 21,000.00	\$ 22,850.00	\$ 21,000.00	\$ 22,795.00	\$ 22,000.00	\$ 19,925.22	
Miscellaneous Income	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	
Scholarship Donations	\$ 200.00	\$ 495.00	\$ 400.00	\$ 25.00	\$ 400.00	\$ 100.00	
Silent Auction Proceeds	\$ 1,000.00	\$ 1,858.00	\$ 1,500.00	\$ 1,422.00	\$ 1,500.00	\$ 2,063.00	
Interest Earnings	\$ 300.00	\$ 389.10	\$ 300.00	\$ -	\$ 300.00	\$ -	
Annual Conference Registrations	\$ 20,000.00	\$ 21,440.00	\$ 20,000.00	\$ 23,546.00	\$ 22,000.00	\$ 22,364.00	
Vendor for IA 2017				\$ 4,200.00		\$ -	
Vendor/2016 Annual Conference						\$ 2,800.00	
Vendor/2015 Annual Conference						\$ 8,700.00	
TOTAL REVENUES	\$ 42,500.00	\$ 53,822.10	\$ 43,200.00	\$ 63,243.00	\$ 7,000.00	\$ 55,952.22	
EXPENDITURES							
Audit (Completed Statement of Financial Position)	\$ 1,320.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00	
Financial Service Charges/Bank Fees	\$ 20.00	\$ 23.00	\$ 25.00	\$ 54.49	\$ 60.00	\$ -	
Paypal processing fees							
Flowers, Gifts for Membership	\$ 1,000.00	\$ 322.73	\$ 1,000.00	\$ 364.24	\$ 800.00	\$ 275.22	
Conference Pins (Annual)	\$ 800.00	\$ -	\$ 800.00	\$ 975.00	\$ 975.00	\$ 129.01	
CMC/MMC Presentations	\$ 850.00	\$ 795.34	\$ 1,000.00	\$ 1,058.26	\$ 1,500.00	\$ 975.00	
Institute/Academy Director Travel Expenses	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 499.34	
Institute/Academy Expenses/Speakers etc.	\$ 2,500.00	\$ 1,119.11	\$ 4,000.00	\$ 2,950.63	\$ 4,000.00	\$ 1,588.85	
Roving Training Expenses	\$ 850.00	\$ 445.85	\$ 850.00	\$ -	\$ 850.00	\$ -	
Committee Expenses	\$ 300.00	\$ -	\$ 300.00	\$ -	\$ 300.00	\$ -	
Office Supplies	\$ 800.00	\$ 566.45	\$ 800.00	\$ 239.44	\$ 750.00	\$ 48.06	
Annual Conference Expenses - 2014	\$ 35,000.00	\$ 29,953.11	\$ 35,000.00	\$ 40,375.31			
Annual Conference Expenses - 2015				\$ 1,809.60			
Annual Conference Expenses - 2016							
Annual Conference Expenses - 2017							
Board Expenses	\$ 3,000.00	\$ 4,768.99	\$ 4,000.00	\$ 3,750.83	\$ 4,000.00	\$ 32,534.22	
Board Expenses for IIMC & Region 8 Attendees	\$ 8,500.00	\$ 7,669.85	\$ 8,000.00	\$ 7,664.75	\$ 8,000.00	\$ 1,630.13	
Scholarships Awarded - for UMCA to attend Conf/I & A	\$ 15,000.00	\$ 7,059.26	\$ 12,300.00	\$ 4,223.06	\$ 12,300.00	\$ 1,911.44	
Scholarships Awarded - for UMCA membership	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 3,142.46	
Vendor/Annual Conference						\$ 4,691.88	
Web Design & Work	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	
TOTAL EXPENDITURES	\$ 72,440.00	\$ 57,836.19	\$ 71,875.00	\$ 65,765.61	\$ 74,335.00	\$ 1,000.00	
Checking		\$ 10,068.80		\$ 2,659.62		\$ 7,324.32	
Business Market Rate Savings		\$ 10,016.38		\$ 10,020.98		\$ 9,024.80	
Business High Yield Rate Savings		\$ 113,145.45		\$ 113,202.19		\$ 113,264.36	
Paypal Account				\$ 465.00		\$ 821.68	
Total Assets		\$ 133,230.63		\$ 126,347.79		\$ 130,435.16	