



Delaware Municipal Clerks Association

DELAWARE MUNICIPAL CLERKS ASSOCIATION QUARTERLY BUSINESS MEETING MINUTES

Thursday, December 20, 2018

Elsmere, DE

IN ATTENDANCE:

MEMBERS:

Renee Bensley, City of Newark*
Kelly Blanchies, City of Harrington*
Christine Crouch, City of Milford*
Valerie Heritage, Town of Smyrna
Terri Hudson, City of Milford
Kathy Phinney, Kent County Levy Court
Diana Reed, Town of Elsmere*

Tara Schiano, City of Newark
Linda Sommerman, Town of Elsmere
Tracy Torbert, City of Seaford
Ashley Walls, Town of Bridgeville
Brian Whitaker, City of New Castle

*Officers

CALL TO ORDER

President Crouch called the meeting to order at 12:03 p.m.

APPROVAL OF MEETING MINUTES

Valerie Heritage moved to approve the Quarterly Business Meeting minutes of September 20, 2018. The motion was seconded by Treasurer Reed and unanimously carried.

APPROVAL OF TREASURER'S REPORT

Vice President Bensley moved to approve the Treasurer's Report dated December 15, 2018. The motion was seconded by Kathy Phinney and unanimously carried.

COMMITTEE REPORTS

Education

Secretary Blanchies stated that the Athenian dialogue was held in September and that there are no planned education sessions at this point.

Vice President Bensley suggested looking into getting a local facilitator certified for Athenian dialogues.

Website

Treasurer Reed stated that the information for the Region II Conference is posted on the website. Secretary Blanchies stated that it has also been shared on the Facebook page.

2019 Region II Conference Update

President Crouch stated that the planning for the Region II Conference is going well. There are fifty-eight (58) people registered, and sponsorships have raised seven thousand dollars (\$7,000).

UNFINISHED BUSINESS

Approval of 2017 Audit

Vice President Bensley stated that the committee did not have all of the materials but meet on October 6, 2018.

NEW BUSINESS

Officer Nominations

Vice President Bensley moved to accept the nomination of Diana Reed as Treasurer. The motion was seconded by Terri Hudson and unanimously carried.

Annual Committee Assignments

The following committees were appointed:

Audit

Valerie Heritage (Chairman)
Renee Bensley
Kelly Blanchies

Scholarship (CMC)

Diana Reed (Chairman)
Kathy Phinney
Tracy Torbert

Clerk of the Year

Terri Hudson (Chairman)
Kathy Phinney
Linda Sommermann

Scholarship (MMC)

Kelly Blanchies (Chairman)
Kathy Phinney
Linda Sommermann

Education

Diana Reed (Chairman)
Kelly Blanchies
Brian Whitaker

Website/Social Media

Ashley Walls (Chairman)
Ashleigh Hudson
Diana Reed
Brian Whitaker

Scheduling of Upcoming Meetings

Upcoming meetings are scheduled as follows:

- March 21, 2019 at Town of Dewey Beach
- June 20, 2019 at City of Lewes
- September 19, 2019 at City of Milford
- December 19, 2019 location to be determined

Brian Whitaker stated that he will look into hosting in New Castle. Ashley Walls stated that the December meeting can be held in Bridgeville.

Terri Hudson stated that she will run for IIMC Region II Director.

ADJOURNMENT

Vice President Bensley moved to adjourn the meeting. The motion was seconded by Treasurer Reed and unanimously carried.

The meeting adjourned at 12:33 p.m.

Transcribed by:
Kelly Blanchies
Secretary, DMCA