



Delaware Municipal Clerks Association

DELAWARE MUNICIPAL CLERKS ASSOCIATION
QUARTERLY BUSINESS MEETING MINUTES
Thursday, March 18, 2021
ZOOM

IN ATTENDANCE:

MEMBERS:

Renee Bensley, City of Newark*
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*
Ann Womack, City of Rehoboth
Janine Heffley, City of Lewes
Joanne Dorey, Town of Millsboro

*Officer

CALL TO ORDER

President Bensley called the meeting to order at 1:00 p.m.

APPROVAL OF MEETING MINUTES

Diana Reed moved to approve the Quarterly Business Meeting minutes of December 18, 2020. The motion was seconded by Valerie Heritage and unanimously carried.

APPROVAL OF TREASURER'S REPORT

Valerie Heritage moved to approve the Treasurer's Report. The motion was seconded by Janine Heffley and unanimously carried.

COMMITTEE REPORTS

Audit

President Bensley stated that new members need to be appointed.

Clerk of the Year

President Bensley stated that they already announced that Tracy Torbert is Clerk of the Year.

Education

Ashley Walls stated that there is no update.

Nominating

Tracy Torbert stated that there were no more that came in.

Scholarship

Tracy Torbert stated that the Scholarship went to Ashley Walls, Town of Bridgeville.

Web Development

Ashley Walls stated that there was no update.

UNFINISHED BUSINESS

2019-2020 Audit Update

President Bensley stated more members need to be appointed. President Bensley stated that she had spoken with Valerie about doing the audits remotely for this year.

Membership Renewal Update

Diana stated that membership renewal is low, but she believes that is because a lot of people are working from home and that the renewals went out late this year.

2021 Committee Appointments

Audit

- * Valerie Heritage
- Janine Heffley
- Ashley Walls

Scholarship

- * Diana Reed
- Ashley Walls
- Terri Hudson

Clerk of the Year

- * Ashley Walls
- Tracy Torbert
- Terri Hudson

Nominating

- * Valerie Heritage
- Ashley Walls
- Martha Hawkins

Education

- * Tracy Torbert
- Ashley Walls
- Tara Schiano
- Janine Heffley

Web Development

- * Ashley Walls
- Diana Reed
- Tara Schiano
- Tracy Torbert

2021 Membership Drive

President Bensley stated that they would wait until April to see how many memberships come in and then they would do a Membership drive.

NEW BUSINESS

Election of Officers- Treasurer (2 Years) and Vice President (1 Year)

President Bensley stated that there is one nominee for Treasurer, Valerie Heritage. **Terri Hudson made a motion to close the floor nominations. The motion was seconded by Tara Schiano and unanimously carried.**

President Bensley stated that there is one nominee for Vice President, Diana Reed. **Terri Hudson made a motion to close the floor to nominations. The motion was seconded by Kathy Phinney and unanimously carried.**

President Bensley stated that Tracey Torbert will hold the Past President Position for this year.

Discussion regarding potential Voter Registration Bill from Rep. Shupe in the State Legislature

President Bensley opened a discussed with the membership regarding the potential Voter Registration bill from Rep. Shupe. Members discussed pros and cons regarding using the State voter registration rolls vs each Municipality using their voter registration rolls. President Bensley stated that she will try and get additional information regarding this bill.

FEMA Heritage Emergency National Task Force Delaware Mapping Project- Request for Clerk Assistance.

President Bensley stated that she was invited to a meeting facilitated by DEMA for FEMA and they have a project that they are working to get a list of history and cultural organizations in the state. President Bensley stated that they are wanting to widen their reach when there are disasters to offer grant funds to these organizations. President Bensley stated that she will be sending out a form by email to members to fill out.

Discussion regarding potential DMCA hosted Athenian Dialogue

President Bensley stated that Tracy brought this item up to the officers. President Bensley discussed the DMCA hosting an Athenian Dialogue and asked the newly appointed Education Committee to work on this.

Region II Update

Teri stated that ballots will come by email for the Vice President election. Terri discussed two proposed constitutional changes.

IIMC National Conference Update

Terri Hudson stated that the 75th IIMC Conference in Grand Rapids is still going to happen, and she encourages members to sign up for the Conference. Terri stated that Valerie is receiving Scholarship from the IIMC Foundation for the Conference.

Scheduling of Upcoming Meetings

Upcoming meetings are scheduled as follows:

- June 17, 2021, TBD (In-person meeting)
- September 16, 2021, TBD (Virtual)
- December 16, 2021, TBD (In-person meeting)
- March 17, 2022, TBD (Virtual)

ADJOURNMENT

Tracy Torbert moved to adjourn the meeting. The motion was seconded by Diana Reed and unanimously carried.

The meeting adjourned at 2:18 p.m.

Transcribed by:
Ashley Walls
Secretary, DMCA