



**CENTRAL ILLINOIS MUNICIPAL CLERKS ORGANIZATION
WEDNESDAY, AUGUST 12, 2020
VIA ZOOM
5:30 P.M.**

CALL TO ORDER

President Margaret Hurd called the meeting to order at 5:30 P.M.

ROLL CALL OF OFFICERS

The following officers were present for roll call:

President Margaret Hurd, Past President Morgan Cadwalader, Vice President Angie Huonker, Treasurer Pat Brown and Secretary Stefanie Tarr.

OTHER MEMBERS OF CIMCO PRESENT:

Margie Barnes (West Peoria), Kelli Bennewitz (Galesburg), Wendy Hundley (Urbana), Kim Leese (Savoy), Sue McMillan (Pekin), Nicole Stewart (Pekin).

APPROVAL OF THE JUNE 11, 2020, MINUTES

Motion was made by Pat Brown, seconded by Margie Barnes, to approve the June 11, 2020, minutes. Motion carried by viva voce vote.

APPOINTMENT OF WENDY HUNDLEY AS TREASURER

In light of the recent retirement of Pat Brown as City Clerk from the City of Washington, President Hurd said a new Treasurer for CIMCO would need to be approved. She said she was in receipt of a letter of resignation from Wendy Hundley from the Nominating Committee in order to fill the position of Treasurer.

Motion was made by Angie Huonker, seconded by Kelli Bennewitz, to accept the letter of resignation from Wendy Hundley from the Nominating Committee. Motion carried by viva voce vote.

Motion was made by Angie Huonker, seconded by Kelli Bennewitz, to appoint Wendy Hundley as Treasurer to fulfill the term of Pat Brown. Motion carried by viva voce vote.

It was discussed that there would be a smooth transition, noting the same bank would be used. Pat Brown requested a copy of the minutes as soon as possible for use with the transition. All information will be transferred to Wendy Hundley to fulfill the office of Treasurer for CIMCO.

REPORT OF OFFICERS AND COMMITTEES

It was determined that there were no reports to come before the membership at this time.

APPOINTMENT OF BETH BALL TO THE NOMINATING COMMITTEE

President Hurd said she had received letters of resignation from Stefanie Tarr and Wendy Hundley from the Nominating Committee. Due to these resignations, she said another member would need to be appointed to said committee.

Motion was made by Kelli Bennewitz, seconded by Angie Huonker, to accept the resignation of Stefanie Tarr from the Nominating Committee. Motion carried by viva voce vote.

Motion was made by Kelli Bennewitz, seconded by Angie Huonker, to appoint Beth Ball to the Nominating Committee to fulfill the seat of Wendy Hundley and to appoint Kim Leese as Chair of said Committee. Motion carried by viva voce vote.

OLD BUSINESS

It was determined that there was no Old Business to come before the Membership at this time.

NEW BUSINESS

A. Locations for the 2019-2020 CIMCO meetings

a. October 21, 2020 – Annual Meeting, Peoria, IL

**** The Annual Meeting has been rescheduled from October 21, 2020 to October 14, 2020****

B. September 24-26, 2020 - IML, Chicago, IL - CANCELLED

C. October 11-16, 2020 – MCI Institute & Academy – CANCELLED

D. Presentation on Website development by Vice President Huonker

Discussions were held regarding the annual CIMCO meeting, and it was noted that, due the cancellation of MCI Institute and Academy, the annual meeting would be moved back to its original date of Wednesday, October 14, 2020. A Notice will go out to the Membership of the date change.

Presentation on Website Development by Vice President Huonker

Vice President Huonker provided a presentation on the website development through Go Daddy for CIMCO. She reviewed the various tabs available on the site, the organization's mission, the membership, officer and committee listing along with a recruitment section. She said events could be set up as a calendar or article-type of event. She said the site could include information on "Back to Basics" and scholarships as well as regular meeting information. She asked members for photos that could be used on the website. She said annual reports, bylaws, directories and the charter membership could all be included on the site. She reviewed the various tabs available and the options they would provide. She requested a copy of CIMCO's mission statement to include on the website.

Sue McMillan said the mission statement was read at the last anniversary of CIMCO, and she said she would email a copy.

Vice President Huonker reviewed pricing, noting it would be cheaper for the organization to manage its own website. She said she had experience managing personal and professional websites. She reviewed different purchase options as follows:

- Monthly rate of \$24.99 (Not recommended)
- Annual rate of \$250.00
- Two years for \$340.00
- Three Years for \$475.00

She said the costs provided were approximates, noting the organization could be eligible for some discounts.

Discussions were held regarding the cost of the website, and Pat Brown said the fund balance was in a good situation to accommodate such a purchase. She recommended purchasing one year to see if it would be utilized and would engage the members. She said if it was useful, then a two or three year option could be reviewed.

Vice President Huonker said, if the membership approved, then she would work with Pat Brown and Wendy Hundley to purchase a 12-month plan.

Kim Leese said MCI was holding discussions about its webpage and how that page could host other sites. She said CIMCO may be able to link to MCI's system. She recommended pursuing the one-year contract to see what would transpire with MCI.

Motion was made by Margie Barnes, seconded by Kim Leese, to approve the purchase of a one-year contract for a CIMCO website through Go Daddy with Angie Huonker being the host of the site. Motion carried by viva voce vote.

Vice President Huonker said she would compile information and send out for review. She said she would provide updates on her efforts with the goal of having the website go live by October 2020.

OTHER BUSINESS

Bylaws – Proposed Amendments

Morgan Cadwalader, Chair of the Bylaws Committee, reviewed the proposed changes that were discussed from the June CIMCO meeting as follows:

- Election of Officers: 1-year terms would be changed to 2-year terms for all Officers with the exception Treasurer, and that would be a 4-year term.
- Duties of the President: President would arrange for location of meetings. President would notify the Committees upon their appointment.
- Duties of the Immediate Past President: Immediate Past President would notify the community regarding the appointment of the current CIMCO President.
- Membership Committee: Membership Committee will distribute bylaws to members as needed. It was discussed that with the current CIMCO website, a distribution of bylaws may not be necessary.
- Scholarship Guidelines: Changes at the June CIMCO meeting were incorporated.

President Hurd said those changes would be presented at the annual meeting in October for approval. It was noted that the agenda for the October meeting would reflect the new terms would begin as of the 2020 election.

ADJOURNMENT

Motion was made by Angie Huonker, seconded by Kelli Bennewitz to adjourn the meeting at 6:07 P.M. Motion carried by viva voce vote.

Stefanie Tarr
Chief Deputy City Clerk, Peoria, Illinois
CIMCO Secretary