



Central Illinois Municipal Clerks Organization

**Wednesday, October 18, 2023
5:30 PM**

**Saffron Social, 187 SW Washington Street
Peoria, Illinois 61602**

1. Call to Order by President Stefanie Tarr
2. Pledge of Allegiance
3. Roll Call of Officers
4. Distribution of Annual Report
5. Approval of Minutes of the Meeting held August 9, 2023
6. Approval of the Treasurer's Reports
7. Approval of Report of Officers and Committees as Presented in the Annual Report.
8. Unfinished Business
9. New Business
 - A. Discussion Regarding Illion Crabel Award
 - B. Membership Dues – New Members since July
 - C. Review of Committees
 - D. Proposed Change to Bylaws Standing Rule 6(a), (b) and (c)
 - E. Hosts for 2024 – Sign-up sheet

10. Other Business

11. Recognition of Members by President (Due to the new terms, Officer recognition will occur in 2024)

A. Recognition of 2022-2023 Committee Chairs

- i. Angie Huonker, Program Committee
- ii. Nicole Stewart, Publicity Committee
- iii. Janet Gray, Scholarship Committee
- iv. Morgan Cadwalader, Bylaws Committee
- v. Tana Ward, Auditing Committee
- vi. Kelli Bennewitz and Erika Gugliotta, Telephone Directory
- vii. Sue McMillan, Yearbook Committee
- viii. Janet Gray, Membership Committee
- ix. Wendy Hundley, Mentoring Committee
- x. Tana Ward, Website Committee

B. Recognition of 2022-2023 Hostesses

- i. Amanda Stutsman, Bloomington
- ii. Margie Barnes, West Peoria
- iii. Kelli Bennewitz and Ericka Gugliotta, Galesburg
- iv. Trina Bonds and Courtney Coe, Peoria
- v. Janet Gray and Tana Ward, Rantoul

C. Recognition of Back to Basics Presenters

- i. Q&A FOIA Questions – Tierra Shickel, Nicole Stewart, Courtney Coe
- ii. Forms of Government and Municipal Calendar – Wendy Hundley and Tana Ward
- iii. Open and Closed Meetings, Notices & Agendas – Kelli Bennewitz
- iv. Open and Closed Minutes, Archiving and Releasing Closed Minutes – Tana Ward
- v. Ordinances and Resolutions; Posting, Publication and Filing Requirements – Nicole Stewart
- vi. Best Practices: Licenses, Notary Public and Duties of the Deputy Clerk – Ericka Gugliotta, Angie Huonker and Tana Ward

D. 2022-2023 - President's Award Presentation

12. General Announcements

A. Nominating Committee On Call

- i. Notice – August 2024
- ii. Nominators and Candidates must be duly paid members of CIMCO for the fiscal year 2023-2024 and be a Municipal Clerk, Deputy Clerk, or Assistant Clerk
- iii. Those interested in an Office contact the President or the Nominating Committee

B. Proposed Meeting Schedule

December 13, 2023 - Normal

February 14, 2024

April 10, 2024

June 12, 2024

August 14, 2023

October 16, 2024

13. Adjourn

Upcoming Events

MCI Winter Seminar – TBD

IIMC 2024 Conference - Calgary, Alberta, Canada – May 19-22

Please Note: Due to changes in the bylaws in 2020, the next election year will be 2024 for the position of President, Vice President, Secretary and Treasurer.