

**MISSISSIPPI MUNICIPAL CLERKS AND COLLECTORS' ASSOCIATION
EXECUTIVE MEETING
DECEMBER 13, 2023**

BE IT REMEMBERED that a Regular Meeting of the Executive Members of the Mississippi Municipal Clerks and Collectors Association was begun and held on Wednesday, December 13, 2023, at 11:00 A. M.

There were then and there present:

Suzette Davis	President	Present
Paula Tierce	1 st Vice President	Present
Mary Roberts	2 nd Vice President	Absent
Lauren Stewart	Treasurer	Present
Leslie Thompson	Secretary	Present
Katie Harbin	Immediate Past President	Present
Jamie Morgan	Northern District Trustee	Present
Kimberly Johnson	Northern District Trustee	Present
VACANT	Northern District Trustee	Absent
Penny Spears	Central District Trustee	Present
Angela Hester	Central District Trustee	Present
Michelle Arbuckle	Central District Trustee	Present
Breyon Magee	Southern District Trustee	Present
Rosezea Scott	Southern District Trustee	Present
Catherin Kemp	Southern District Trustee	Present
Dr. Jason Camp	Extension Specialist	Present
Angela Richburg	IIMC Regional Director	Present
Mary Ann Hess	IIMC President	Present

The President, Suzette Davis called the meeting to order and declared there was a quorum present. Suzette Davis gave the invocation and Leslie Thompson held the roll call. The Financial report was given by Treasurer, Lauren Stewart.

ORDER TO AMEND THE BYLAWS CONCERNING THE IIMC SCHOLARSHIP

There next came on for consideration the matter of amending the bylaws concerning the IIMC Scholarship. The Board heard from Angela Richburg whom explained that currently the

by-laws state that the IIMC Scholarship funds must be used for the registration costs for an IIMC Conference. Angela Richburg next explained to the Board that currently she has applications for the Scholarship from three Executive Committee members and that their registration costs were already covered by their respective position on the Executive Board. The Board next found that the by law change would include adding the following sentence marked in red below on page 26 of Section 3: IIMC Scholarship.

The IIMC Annual Conference Scholarship shall provide an opportunity for every Municipal City Clerk in the State of Mississippi the opportunity to attend the IIMC Annual Conference to help achieve the goal in obtaining the Master Certification.

The IIMC Annual Conference Scholarship shall provide for the registration cost only. Pending availability of funds three (3) scholarships shall be awarded to Municipal City Clerks annually. One – Northern District, One – Central District, and one – Southern District. A Minimum balance of two thousand dollars (\$2,000) shall be maintained in the scholarship fund. This shall cover the registration only.

The precedence for award shall fall to a City Clerk. Should a Deputy Clerk apply, the award may fall to the Deputy Clerk (assuming all criteria are met) if a City Clerk does not apply. **Should a qualifying officer of the Executive Committee apply for the scholarship (as referenced in Article IX) and be awarded, those funds equivalent to early bird registration may be allocated to other travel expenses for that officer.** This scholarship is voted on and awarded by the IIMC Committee.

After discussion of the Bylaw amendments the Board approved the amendment and ordered it to be brought to the Mississippi Municipal Clerks and Collectors Membership for a vote at the December 15th, 2023 Business Meeting

ORDERED this the 13th day of December 2023, upon a motion by 1st Vice President, Paula Tierce, seconded by Central District Trustee, Penny Spears, with all members present voting “AYE”.

**ORDER TO AMEND THE BYLAWS BY CHANGING THE NAME OF THE LARRY
GRAVES SCHOLARSHIP**

There next came on for consideration the matter of amending the bylaws by changing the name of the Larry Graves Scholarship. The Board first heard from Jamie Morgan concerning the

Larry Graves Scholarship being called a scholarship and not a grant. The board found that it may hinder some clerks from applying. The Board next found that the by-law change would include changing the name of the Larry Graves Scholarship to Scholarship and Grant Policy as shown below.

Change Larry Graves Scholarship to Larry Graves Clerk Education Grant thereby changing all Scholarship reference to Scholarship and Grant Policy

Scholarship Policy: Scholarship and Grant Policy:

SECTION 1: ~~Larry Graves Scholarship~~. Larry Graves Clerk Education Grant. It shall be the policy of the MMCCA that the Larry Graves ~~Scholarship~~ Clerk Education Grant shall provide an opportunity for every Municipal Clerk in the State of Mississippi to obtain training and subsequent certification through the Clerks' Certification Program. The Larry Graves ~~Scholarship~~ Clerk Education Grant shall provide for registration costs and lodging for the recipient to attend the Clerks' Certification Program. Pending availability of funds, three (3) full ~~scholarships~~ grants shall be awarded to Clerks one per district (Southern, Central, Northern) annually (one ~~scholarship~~ grant given to each district for the session in spring and fall). A minimum balance of three thousand dollars (\$3,000) per ~~scholarship~~ grant shall be budgeted annually for the ~~Scholarship~~ Clerk Education Grant fund. ~~Scholarships~~ Grants shall be awarded accordingly. Proceeds received from vendors' fees shall be deposited accordingly into the Larry Graves-~~Scholarship~~ Clerk Education Grant Fund for budgetary purposes.

After discussion of the Bylaw amendments the Board approved the amendment and ordered it to be brought to the Mississippi Municipal Clerks and Collectors Membership for a vote at the December 15th, 2023 Business Meeting

ORDERED this the 13th day of December 2023, upon a motion by Treasurer, Lauren Stewart, seconded by Central District Trustee, Angela Hester, with all members present voting "AYE".

ORDER TO CHANGE THE NAME OF THE SCHOLARSHIP COMMITTEE TO THE SCHOLARSHIP AND GRANT COMMITTEE SCHOLARSHIP

There next came on for consideration the matter of changing the name of the Scholarship committee to the Scholarship and Grant Committee. The Board found that the committee would need to match the amended by laws. After discussion the Board changed the name of the Scholarship Committee to the Scholarship and Grant Committee.

ORDERED this the 13th day of December 2023, upon a motion by Northern District

Trustee, Kimberly Johnson, seconded by Past President, Katie Harbin, with all members present voting "AYE".

**ORDER TO APPOINT DANA BURCHAM FOR THE NORTHERN DISTRICT
TRUSTEE POSITION**

There next came on for consideration the matter of filling the vacant position of Northern District Trustee. The Board heard from the Nominating Committee who recommended Dana Burcham from the City of Nettleton. After discussion the Board appointed Dana Burcham for the Northern District Trustee.

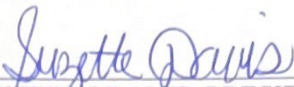
ORDERED this the 13th day of December 2023, upon a motion by Secretary, Leslie Thompson, seconded by Central District Trustee, Penny Spears, with all members present voting "AYE".

**ORDER TO NEGOTIATE THE SILENT AUCTION PROCEEDS WITH MISSISSIPPI
MUNICIPAL LEAGUE (MML)**

There next came on for consideration the matter of negotiating with Mississippi Municipal League concerning the Silent Auction Proceeds. After discussion the Board ordered The Mississippi Municipal Clerks and Collectors Association to negotiate the silent auction proceeds with the Mississippi Municipal League

ORDERED this the 13th day of December 2023, upon a motion by Central District Trustee, Angela Hester, seconded by Southern District Trustee, Rosezea Scott, with all members present voting "AYE".

There being no further business the meeting was adjourned.



SUZETTE DAVIS, PRESIDENT



LESLIE A. THOMPSON, SECRETARY