***BUSINESS MEETING – FALL CONFERENCE, COLUMBUS AIRPORT MARRIOTT, COLUMBUS, OH, SEPTEMBER 22, 2016***

Vice-President Ja’net Crawford called the meeting to order at 8:34 a.m. and welcomed everyone in attendance.

The board was introduced: Marcia Soos, Treasurer; Janice Speicher, Secretary and Joanne Regis, Past President. Absent was Joy Bedard, President.

Ja’net Crawford announced the resignation of Janice Speicher as Secretary. She introduced Rebecca Rosenbalm, whom the Board appointed to serve as Secretary the remainder of Janice’s term.

The area representatives were introduced: Kathy Kaluger, Southeast, June Allison, Southwest and Karen Goaziou, the new Northwest representative. Katie Enovitch has stepped down as the Northeast representative and that position remains vacant. Absent was Molly Schwartz, Central.

Ja’net also announced due to Joyce Remec’s health, she will be retiring soon and stepping down as Education Committee Chairperson. The Vice-President appointed Linda Lutts as the Education Committee Chairperson. Cards are available on the registration table to be signed in expression of support and encouragement for Joyce.

There may be a by-law change coming soon regarding the meeting location for the fall conference.

The Board voted and agreed to pay fifty percent of each member’s registration fees for the 2017 spring and fall conferences.

**OLD BUSINESS:**

Secretary Janice Speicher presented the meeting minutes from the spring Ashland University conference dated April 20, 2016. No additions or corrections were made to the minutes and Kathy Kaluger motioned to approve the minutes. Carrie Surber seconded the motion and the motion passed.

Treasurer Marcia Soos presented the treasury report dated September 21, 2016 with an ending balance of $46,242.15. Pamela Parrill motioned to approve the report with a second from Joanne Regis. The report was filed for audit.

**NEW BUSINESS:**

The new clerks were welcomed and introduced. The new clerks in attendance were: Holly Smith, Byesville; Daneen Kindt, Kelleys Island; Cynthia Terry, Lincoln Heights; Gehni Wilson, Lithopolis; and Michelle Shutler, Mogadore.

Ja’net Crawford shared that a clerk from Louisanna contacted her via e-mail regarding starting their own association.

Linda Lutts gave the Education Committee report. She introduced the education committee members: Robin Kemp, Amberley; Rebecca Rosenbalm, Monroe; Karen Goaziou, Put-in-Bay; Marisa Akamine, Westerville and Amanda Parker, Gahanna. Absent members were Angie (Zeleznik) Zidanic, Independence; Kathleen Cole, North Olmsted and Joy Bedard, Grove City

The spring 2017 conference is April 27, 2017 and April 28, 2017 at the Holiday Inn at the Centre Park of West Chester at a rate of $129.00/night. The fall conference is September 21, 2017 and September 22, 2017 at the Columbus Airport Marriott at a rate of $134.95/night.

Linda mentioned the vendor sheets for everyone to visit the vendors, get a signature and then get entered in a raffle. She had the vendors introduce themselves. The companies represented were CMI, Tyler Technologies, Infintech, GBS, The Baldwin Group, Courtview and Henschen and Associates.

Marcia Soos motioned to adjourn the meeting with a second from Lynn Sorrell. The meeting was adjourned at 8:54 a.m.

Respectfully submitted,

Janice Speicher

Secretary

An addition to the minutes: Sonja Morrow with North Ridgeville is the new Northeast representative