

## KMCA Membership Meeting

Thursday, August 24, 2023

2:00 p.m. EST

Owensboro, Ky



### AGENDA

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1. Call to Order
2. Minutes (*attached*)
  - a. April 26, 2023 Membership Meeting
3. Treasurer's Report (*attached*)
4. Unfinished Business
5. New Business
6. President's Report
  - a. Certification Celebrations
  - b. Region V Update
  - c. IIMC Scholarship/Grant Opportunities
7. Committee Reports (*attached*)
8. Region Reports (*attached*)
9. Other Comments and/or Member Comments
10. Adjourn

#### Upcoming Trainings:

- |                         |   |
|-------------------------|---|
| September 19 – 22, 2023 | KLC Annual Conference & Expo (Lexington, Ky)      |
| March 6 – 7, 2024       | KLC Women in Government (Lexington, Ky)           |
| April 17 – 19, 2024     | KMCA Spring Conference (Jamestown, Ky)            |
| May 19 – 23, 2024       | IIMC Annual Conference (Calgary, Alberta, Canada) |



## KENTUCKY MUNICIPAL CLERKS ASSOCIATION

### Membership Meeting

Owensboro Convention Center Owensboro, KY

Wednesday, April 26, 2022

12:00 p.m. EST/ 11:00 a.m. CST

#### **Executive Board Members Present:**

President – Kathy Walker – Nicholasville (Bluegrass)

Vice President – Kim Blue – Madisonville (Pennyriple)

Secretary – Ashley Jackson – Bowling Green (Barren River)

#### **Governing Board Members Present:**

Bethany Cooper – Benton (Purchase)

Lori Burnett – Brownsville (Barren River)

Belinda Nitschke – Edgewood (NKMCA)

Joy Curtis – Winchester (Bluegrass)

Beth Davis – Owensboro (Green River)

#### **Governing Board Members Absent:**

Treasurer – Melissa Sies – Lakeside Park-Crestview Hills (NKMCA)

Katie Adamson – Flemingsburg (Buffalo Trace)

Debbie Batliner – West Buechel (KIPDA)

Susan Clark – St. Matthews (KIPDA)

Tyler McGowan – Jamestown (Lake Cumberland)

#### **Others Present:**

Marla Fields – McKee (Cumberland Valley)

Danielle Fields Numikoski McKee (Cumberland Valley)

April Robinson – Crescent Springs (KIPDA)

Carrie Chandler McClean – Calvert City (Purchase)

John Carter – Prospect (Northern KY)

Stacey Patton – Clay City (Green River)

Melinda Lee – Clay City (Green River)

Lovelynn Fisher – Oak Grove (Pennyriple)

Lisa Beckman – Oak Grove (Pennyriple)

Tara Woodburn – Calhoun (Green River)

Katie Patton – Calhoun (Green River)

Linda Steele – Hazard (Kentucky River)

Lisa Hill – Hazard (Kentucky River)

Amie Thomas – Dawson Springs (Pennyriple)

Claudia Meeks – Paducah (Purchase)

Wendy Dunigan – Hardin (Purchase)

Lane Williams – White Plains (Pennyriple)

Christie Rainwater – Hanson (Pennyriple)

Casey Pearson – Hanson (Pennyrile)  
Laurie Sparks – Ludlow (Northern KY)  
Sherry Hoffman – Erlanger (Northern KY)  
Belinda Nitschke – Edgewood (Northern KY)  
Michelle Frisch – Edgewood (Northern KY)  
Tiffany Myers – Newport (Northern KY)  
Misty Ezell – Elsmere (Northern KY)  
Amy Guenther – Fort Mitchell (Northern KY)  
Jenifer Megerle – Erlanger (Northern KY)  
Crystal Rush – Mt. Vernon (Cumberland Valley)  
Marianne Butler – Middletown (Northern KY)  
Robin Morency – Cold Spring (Northern KY)  
Hannah Gray – Morgantown (Barren River)  
Lauren Cherry – Scottsville (Barren River)  
Hope Spiller – Bowling Green (Barren River)  
Raven Warren-Trainor – Nicholasville (Bluegrass)  
Julia Adkins – Lawrenceburg (Bluegrass)  
Stephanie Settles – Paris (Bluegrass)  
Tiffany Stringer – Sacramento (Green River)  
Amy Woosley – Sacramento (Green River)  
Christy Freeman – Clay (Green River)  
Carrie Dixon – Lewisport (Green River)  
Maree Collins – Henderson (Green River)  
Shelby Whitely – Beaver Dam (Green River)  
April Schroader – Fordsville (Green River)  
Lisa Martin – Hartford (Green River)  
Dianna Layne – Winchester (Bluegrass)  
Shannon Payne – Clinton (Purchase)  
Angela Dunaway – Milton (KIPDA)  
Gwen Brown – West Buechel (KIPDA)  
Mona Simmons – Glasgow (Barren River)  
Barbie Bryant – Meadow Vale (KIPDA)  
Ashley Raider – Danville (Bluegrass)  
Karen Wilson – Mayfield (Purchase)  
Maggie Hines – Auburn (Barren River)  
Becka Cox – Auburn (Barren River)  
Crissy Fletcher – Hopkinsville (Pennyrile)  
Brittany Byrum – Hopkinsville (Pennyrile)  
Elly Saye – Lewisburg (Barren River)  
Nancy Baker – Crab Orchard (Bluegrass)  
Amy Cox – West Liberty (Gateway)  
Suzie Gibeaut – Raceland (FIVCO)  
Lacey Dixon – Greenup (FIVCO)  
Deena Thomas – West Point (Lincoln Trail)  
Gayla Smith – Grand Rivers (Pennyrile)  
Stephanie Tarter – Alexandria (Northern KY)

Tori Brock – Corbin (Cumberland Valley)  
Heather Bargo – Corbin (Cumberland Valley)  
Kristy Webb – Taylor Mill (Northern KY)  
Susan Ellis – Covington (Northern KY)  
Gina Rawe – Independence (Northern KY)  
Kimberly McGrath – Harrodsburg (Bluegrass)  
Shavonna Huffman – Harrodsburg (Bluegrass)  
Shelby Lewis – Harrodsburg (Bluegrass)  
Nikki Wheatley – Lebanon (Lincoln Trail)  
Kristie Taul – Irvington (Lincoln Trail)  
Lisa Burdett – Bardstown (Lincoln Trail)  
Amy Haynes – Brandenburg (Lincoln Trail)  
Marcia Finley – Cloverport (Lincoln Trail)  
Tiffany Collins – Columbia (Lake Cumberland)  
Woody Sharpe – Columbia (Lake Cumberland)  
David Bollinger – Hardinsburg (Lincoln Trail)  
Ashley Russo – Radcliff (Lincoln Trail)  
Jessica Graham – Elizabethtown (Lincoln Trail)  
Jessica Irwin – Vine Grove (Lincoln Trail)  
Tracie Hoffman – Georgetown (Bluegrass)  
Laurie Raisor – Georgetown (Bluegrass)  
Garrett Graves – Tompkinsville (Barren River)  
Barbara Goff – Dixon (Green River)  
Sonya Conner – Midway (Bluegrass)  
Lora Basham – Hawesville (Green River)  
Jeannie Quattrocchi – Green River Area Development District  
Theresa Greer – Whitesville (Green River)

**1. Call to Order:**

President Kathy Walker called the meeting to order at 12:00 p.m. EST/ 11:00 a.m. CST.

**2. Approval of Minutes:**

Joy Curtis made the motion to approve the August 25, 2022 KMCA Membership Meeting minutes as amended, to correct a misspelling of a name, seconded by Angela Dunaway. By unanimous vote, motion carried.

**3. Treasurers Report:**

A copy of the treasurer's report was submitted in the packet prior to the meeting. It was reported the following balances for the KMCA accounts:

- General Fund has \$35,380.54
- Education Fund has \$110,605.83
- Education Savings Account \$19,868.18

President Walker did not have an updated balance of the CD account.

Susan Ellis made the motion to approve the Treasurer's report as presented, seconded by Dianna Layne. By unanimous vote, motion carried.

**4. Unfinished Business:**

There was no unfinished business.

**5. New Business:**

a. President Walker shared the proposed budget for the 2023-2024 Fiscal Year. Belinda Nitschke made the motion to approve the 2023-2024 budget as presented, second by Bethany Cooper. By unanimous vote, motion carried.

b. Bereavement Policy amendments were reviewed and President Walker explained the KMCA Board approved the amendments. She further mentioned the recent bereavement gift sent in honor of the recent passing of Kentucky League of Cities Research & Federal Relations Manager Joseph Coleman.

**6. President's Report:**

a. President Walker recognized the following for receiving certifications:

Robbi Bentley, Pikeville – CMC  
Brittany Byrum, Hopkinsville – CMC  
Dianna Layne, Winchester – MMC  
Ashley Jackson, Bowling Green – KMMC  
Melissa Sies, Lakeside Park-Crestview Hills – KMMC  
Belinda Nitschke, Edgewood – KMMC

b. President Walker provided a Region V update. It was said based on the rotation of all Region V states to host the region meeting, it was Kentucky's year to host. Therefore, the Board and Education Committee determined it was in the best interest to have the meeting in conjunction with Academy in August located in Florence. The International Institute of Municipal Clerks (IIMC) would provide the hosting region \$1,000 to assist with expenses and the educational points would be higher than usual to accredit for IIMC credits. It was also mentioned the Region V Director position would be coming up next year and Kentucky was slated to take the position.

c. Vice President Kim Blue reviewed the upcoming hosts for spring conferences. Lake Cumberland would be hosting in 2024 at Lure Lodge at Lake Cumberland State Park and KIPDA would be up next for 2025, followed by Pennyrile/Purchase group in 2026.

**7. Committee Reports:**

Committee Reports were attached to the packets.

Lori Burnett reported on behalf of the Communications Committee and explained how important it was to become a paid KMCA member and once a member had been verified and confirmed as paid, he or she would be approved as a KMCA Facebook member and begin receiving email communications.

President Walker explained the Education Committee and KMCA Board approved the education budget and a brief overview was provided. It was noted Academy costs had increased due to the location going from Paintsville to Florence.

The Election Committee Policy was recently amended and a brief overview was provided.

Legislative Committee Chair Sherry Hoffman provided an update and discussed legislative session updates. She said the committee would accept requests for legislative updates and planned to have them to the Kentucky League of Cities in May. Any recommendations shall be sent to the Committee or Sherry.

Scholarship Committee Chair Ashley Jackson reported the Scholarship Committee and KMCA Board approved the following Kitty Johnson and David B. Smith Scholarship recipients:

#### **Kitty Johnson Scholarship Recipients**

- Martha Hamby – City of Earlington
- David Bollinger – City of Hardinsburg
- Gwen Brown – City of West Buechel
- Ingrid Walker – City of Perryville
- Gevana Hicks – City of Walton
- Barbara Baldwin – City of Southgate
  
- Alternate 1: Nicole Hagan – City of Eddyville
- Alternate 2: Stacy Corwin – City of Crestview Hills
- Alternate 3: Teresa Bruck – City of Lakeside Park

#### **David B. Smith Scholarship Recipients**

- Marcia Finley – City of Cloverport
- Lee Ginter – City of Middletown
- Melissa Sies – City of Lakeside Park/Crestview Hills
- Debbie Batliner – City of West Buechel
- Mona Simmons – City of Glasgow
- Stacy Corwin – City of Crestview Hills
  
- Alternate 1: Robin Adams – City of Berea
- Alternate 2: Teresa Bruck – City of Lakeside Park
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#### **8. Region Reports:**

Region reports were included in the agenda packet. No further comments were made.

#### **9. Other Comments and/or Member Comments:**

President Walker reported a resignation at IIMC had occurred and it may take longer for certification assistance until a replacement was hired. Walker further recognized the upcoming

retirements of two (2) long standing and active clerks and KMCA members. Crissy Fletcher of Hopkinsville and Becka Cox of Auburn were congratulated and acknowledged for each having 27 years of service. Furthermore, new members in attendance at the conference were recognized, and it was said Kandie Adkinson with the Land Office at the State was soon to retire. Lastly, Mentoring Program Committee Chair Ashley Jackson reviewed the new mentoring program and encouraged all to participate and reach out to the committee for any needs.

**11. Adjourn:**

Joy Curtis made the motion to adjourn, second by Christie Taul. By unanimous vote, motion carried.

Respectfully submitted,

Ashley Jackson  
City of Bowling Green  
KMCA Secretary

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Approval Date

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President's Signature

Kentucky Municipal Clerks Association  
**GENERAL FUND ACCOUNT -- 61167314**

May 1, 2023- April, 2024

Ck #	Date	Payee	Description	G/L	√	Debit (-)	Credit (+)	Balance
	5/1/2023	Opening Balance	New Budget Year		√			\$ 34,529.22
1111	5/3/2023	IIMC Foundation	donation from KY	400	√	\$ 300.00		\$ 34,229.22
1112	5/3/2023	Bethany Cooper	COY flowers	800	√	\$ 56.12		\$ 34,173.10
	6/29/2023	Deposit	9 memberships		√		\$ 405.00	\$ 34,578.10
	6/29/2023	Transferred to Education	9 X \$5		√	\$ 45.00		\$ 34,533.10
1113	6/30/2023	City of Nicholasville	KWalker -- IIMC conf reimbursement	600	√	\$ 936.25		\$ 33,596.85
1114	6/30/2023	Kathy Walker	Reimbursement for Uber @ IIMC	600		\$ 43.95		\$ 33,552.90
	7/7/2023	Deposit	membership dues		√		\$ 45.00	\$ 33,597.90
	7/7/2023	Transferred to Education	1 x \$5		√	\$ 5.00		\$ 33,592.90
	7/20/2023	Deposit	1 membership		√		\$ 45.00	\$ 33,637.90
	7/20/2023	Transferred to Education	1 x \$5		√	\$ 5.00		\$ 33,632.90
	8/3/2023	Deposit	2 membership dues				\$ 90.00	\$ 33,722.90
	8/3/2023	Transferred to Education	2 x \$5			\$ 10.00		\$ 33,712.90
1115	8/7/2023	Kathy Walker	Travel to Institute	601		\$ 126.14		\$ 33,586.76
	8/18/2023	Deposit	1 membership				\$ 45.00	\$ 33,631.76
	8/18/2023	Transferred to Education	1 x \$5			\$ 5.00		\$ 33,626.76

# Kentucky Municipal Clerks Association

## BUDGET - FYE 2024

May 1, 2023 - April 30, 2024

<b>Revenues</b>		Budget	Actual	Remaining (\$)
Balance Carried Forward from Prior Year General Fund		\$35,495.54	\$34,529.22	
Membership Dues		\$13,000.00	\$630.00	\$12,370.00
Associate Dues		\$0.00	\$0.00	\$0.00
Other		\$0.00	\$0.00	\$0.00
<b>Total Current Revenues</b>		<b>\$13,000.00</b>	<b>\$630.00</b>	<b>\$12,370.00</b>
<b>Total Funds Available</b>		<b>\$48,495.54</b>	<b>\$35,159.22</b>	<b>\$12,370.00</b>
<b>Expenses</b>		Budget	Actual	Remaining (\$)
Regional Dues Reimb	100	\$1,500.00	\$0.00	\$1,500.00
KLC Membership	102	\$275.00	\$0.00	\$275.00
Spring Conference	300	\$3,500.00	\$0.00	\$3,500.00
Region V Conference Donation	302	\$0.00	\$0.00	\$0.00
Region V Donation for Hosting IIMC Conf	303	\$0.00	\$0.00	\$0.00
Public Relations / Marketing	310	\$1,500.00	\$0.00	\$1,500.00
Board / Committee Expenses	320	\$1,000.00	\$0.00	\$1,000.00
IIMC MCEF Donation	400	\$300.00	\$300.00	\$0.00
Website	500	\$500.00	\$0.00	\$500.00
President Travel - IIMC	600	\$2,500.00	\$980.20	\$1,519.80
President Travel - General	601	\$350.00	\$126.14	\$223.86
President Travel - Region V	602	\$1,200.00	\$0.00	\$1,200.00
Region V Rep IIMC	701	\$0.00	\$0.00	\$0.00
Region V Rep Travel - Region V	702	\$0.00	\$0.00	\$0.00
Presentations (Plaques, COY Gift)	800	\$500.00	\$56.12	\$443.88
Postage / Printing	900	\$350.00	\$0.00	\$350.00
Clerks Handbooks	901	\$0.00	\$0.00	\$0.00
Bond Insurance	902	\$0.00	\$0.00	\$0.00
Education Fund Transfers	998	\$0.00	\$70.00	-\$70.00
Misc. Expenses	999	\$1,348.00	\$0.00	\$1,348.00
Special Fundraiser Payout	1000	\$0.00	\$0.00	\$0.00
<b>Total Expenses</b>		<b>\$14,823.00</b>	<b>\$1,532.46</b>	<b>\$13,290.54</b>
Balance			\$33,626.76	

Report Updated: August 18, 2023

Kentucky Municipal Clerks Association  
**EDUCATION FUND ACCOUNT -- 61167779**

May 1, 2023 - April 30, 2024

Ck #	Date	Payee	Description	√	Debit (-)	Credit (+)	Balance
	5/1/2023	Opening Balance	New Budget Year				\$ 110,227.51
	5/11/2023	Deposit	Silent Auction & Donations from Venmo	√		\$ 1,357.50	\$ 111,585.01
	5/12/2023	Deposit	Silent Auction & Donations - cash/checks	√		\$ 263.00	\$ 111,848.01
	6/16/2023	Deposit	Athenian Dialogue Registrations	√		\$ 90.00	\$ 111,938.01
	6/29/2023	Transferred from General	9 X \$5	√		\$ 45.00	\$ 111,983.01
	7/7/2023	Transferred from General	1 X \$5	√		\$ 5.00	\$ 111,988.01
2109	7/11/2023	The 10th Planet	t-shirts to sell	√	\$ 1,245.00		\$ 110,743.01
	7/20/2023	Transferred from General	1 x \$5	√		\$ 5.00	\$ 110,748.01
	7/24/2023	Donation for Academy Activity	Servpro Donation for Full Throttle Event	√		\$ 1,000.00	\$ 111,748.01
	7/18/2023	Institute Split the Pot	Split the Pot Venmo Credits	√		\$ 1,315.00	\$ 113,063.01
	7/18/2023	Institute Split the Pot	Split the Pot Venmo Debits - Paid out to Winners	√	\$ 657.50		\$ 112,405.51
	8/3/2023	Transferred from General	2 x \$5			\$ 10.00	\$ 112,415.51
2110	8/7/2023	Kathy Walker	Hosp. Suite for Institute		\$ 112.37		\$ 112,303.14
	8/11/2023	Deposit	Athenian Dialogue Registrations			\$ 60.00	\$ 112,363.14
	8/14/2023	Deposit	Athenian Dialogue Registrations			\$ 60.00	\$ 112,423.14
	8/14/2023	Deposit	Public Entity Insurance Donation for Full Throttle			\$ 1,000.00	\$ 113,423.14
	8/14/2023	Deposit	T-shirt fundraiser - cash/checks			\$ 690.00	\$ 114,113.14
	8/14/2023	Deposit	Scholarship Donation from Institute			\$ 15.00	\$ 114,128.14
	8/17/2023	Deposit	Athenian Dialogue Registration			\$ 30.00	\$ 114,158.14
	8/18/2023	Deposit	1 x \$5			\$ 5.00	\$ 114,163.14
	8/18/2023	Deposit	T-shirt fundraiser - Venmo			\$ 210.00	\$ 114,373.14

Kentucky Municipal Clerks Association  
**EDUCATION BUDGET**

**FY 2023 - 2024**

Revenues	KMCI	KMCI Actual	Difference (\$)	MMCA	MMCA Actual	Difference (\$)	Total Budget	Actual	Difference
Balance Forward	\$55,302.92	\$55,113.76	\$189.16	\$55,302.92	\$55,113.75	\$189.17	\$110,605.84	\$110,227.51	\$378.33
Education Contributions	\$1,600.00	\$70.00	\$1,530.00	\$0.00	\$0.00	\$0.00	\$1,600.00	\$70.00	\$1,530.00
Fundraising	\$1,500.00	\$3,193.00	-\$1,693.00	\$150.00	\$2,000.00	-\$1,850.00	\$1,650.00	\$5,193.00	-\$3,543.00
Registration Fees	\$37,000.00	\$0.00	\$37,000.00	\$18,000.00	\$0.00	\$18,000.00	\$55,000.00	\$0.00	\$55,000.00
Hospitality Suite Donations	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Athenian Dialogue Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$240.00	-\$240.00	\$0.00	\$240.00	-\$240.00
Unexpected Revenue (ex. KMMC Applications)	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	\$10.00	\$10.00	\$0.00	\$10.00
<b>Total Revenues</b>	<b>\$95,902.92</b>	<b>\$58,376.76</b>	<b>\$37,526.16</b>	<b>\$73,462.92</b>	<b>\$57,353.75</b>	<b>\$16,109.17</b>	<b>\$169,365.84</b>	<b>\$115,730.51</b>	<b>\$53,635.33</b>
Expenses									
Institute Director	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	\$0.00	\$7,500.00	\$15,000.00	\$0.00	\$15,000.00
AV Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meeting Facility	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Speaker and Graduate Gifts	\$350.00	\$0.00	\$350.00	\$150.00	\$0.00	\$150.00	\$500.00	\$0.00	\$500.00
Meals	\$22,000.00	\$0.00	\$22,000.00	\$7,200.00	\$0.00	\$7,200.00	\$29,200.00	\$0.00	\$29,200.00
Institute Director-Travel (Including IIMC)	\$700.00	\$112.37	\$587.63	\$700.00	\$0.00	\$700.00	\$1,400.00	\$112.37	\$1,287.63
Education Committee Chair-KMCI Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Conference KLC Scan	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00
Educational Instructors	\$6,000.00	\$0.00	\$6,000.00	\$2,500.00	\$0.00	\$2,500.00	\$8,500.00	\$0.00	\$8,500.00
Educational Instructors Expenses	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$1,000.00	\$0.00	\$1,000.00
Educational Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$500.00	\$0.00	\$500.00
Postcards/Brochures	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00	\$300.00	\$0.00	\$300.00
Hospitality Suite	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
Plaques	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00
Kitty Johnson Scholarship	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00
Event Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Refunds	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$3,000.00	\$0.00	\$3,000.00
General Supplies	\$100.00	\$0.00	\$100.00	\$75.00	\$0.00	\$75.00	\$175.00	\$0.00	\$175.00
<b>Fundraising Expenses</b>	<b>\$0.00</b>	<b>\$1,245.00</b>	<b>-\$1,245.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,245.00</b>	<b>-\$1,245.00</b>
Unexpected Expenses	\$3,217.00	\$0.00	\$3,217.00	\$2,053.00	\$0.00	\$2,053.00	\$5,270.00	\$0.00	\$5,270.00
<b>Total Expenses</b>	<b>\$47,567.00</b>	<b>\$1,357.37</b>	<b>\$46,209.63</b>	<b>\$22,578.00</b>	<b>\$0.00</b>	<b>\$22,578.00</b>	<b>\$70,145.00</b>	<b>\$1,357.37</b>	<b>\$68,787.63</b>
<b>Ending Fund Balance</b>	<b>\$48,335.92</b>	<b>\$57,019.39</b>	<b>-\$8,683.47</b>	<b>\$50,884.92</b>	<b>\$57,353.75</b>	<b>-\$6,468.83</b>	<b>\$99,220.84</b>	<b>\$114,373.14</b>	<b>-\$15,152.30</b>

\*KMCI budgeted rev. = total of Ed. Cont. and fundraising

**Education Fund Balance: \$114,373.14**

Report Updated: Friday, August 18, 2023

Kentucky Municipal Clerks Association  
**CERTIFICATE OF DEPOSIT @ CITY NATIONAL**

Matures: January 3, 2028

Date	Payee	Description	Debit (-)	Credit (+)	Balance
5/1/2023	2023-2024 FY	beginning balance			\$ 47,364.33
5/31/2023	Deposit	Interest		\$ 30.17	\$ 47,394.50
6/30/2023	Deposit	Interest		\$ 29.21	\$ 47,423.71
7/31/2023	Deposit	Interest		\$ 30.21	\$ 47,453.92

Kentucky Municipal Clerks Association

**EDUCATION SAVINGS FUND -- MONEY MARKET**

May 1, 2023 - April, 2024

Date	Payee	Description	Debit (-)	Credit (+)	Balance
5/1/2023	Opening Balance	FY 2023-2024			\$ 19,875.86
5/31/2023	Deposit	Interest		\$ 6.25	\$ 19,882.11
6/30/2023	Deposit	Interest		\$ 6.79	\$ 19,888.90
7/31/2023	Deposit	Interest		\$ 7.59	\$ 19,896.49

## IIMC FOUNDATION

### Coming Soon! Foundation Scholarships and Grants Application Period

**September 1, 2023 – November 15, 2023:** CMC, MMC and Tinnin scholarship application period begins

**October 1, 2023 – February 12, 2024:** Conference Grant application period begins October 1, 2023-February 12, 2024.

**Continuous:** Region Meeting Stipends are available for use during 12 months following award. Members must visit the IIMC Foundation page to complete all the applications and supporting documents. Once awarded, scholarships can be used from January 2024 – December 2024.

**[Visit the IIMC Foundation Website](#)**

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**Committee Reports  
Fall Membership Meeting  
August 18, 2023**

**BYLAWS**

No report submitted at this time.

Committee: Kim Blue (Chair)  
Julia Atkins  
Nancy Baker  
Debbie Batliner  
Jenifer Megerle  
Belinda Nitschke  
Stephanie Settles

**CERTIFICATION MENTORSHIP**

The Committee continues to work with clerks seeking either KMCA or IIMC certifications.

Committee: Debbie Batliner  
Ashley Jackson  
Kathy Walker

**CLERK OF THE YEAR**

No report submitted at this time.

Committee: Bethany Cooper (Chair)  
Stephanie Settles  
Ashley Jackson

**COMMUNICATIONS**

The KMCA Communications Committee remains active in all areas of communications. To be added to the Facebook group, website, or to receive emails.

The [www.kyclerks.com](http://www.kyclerks.com) website currently has 300 members listed. We encourage you to sign up with Joe, so that you can have access to these wonderful resources. (EX. Clerk, officer, & committee directory with contact information, ordinances, scholarship applications, event information and packets, training, certification, agendas, and meeting minutes.

The KMCA Facebook group currently has 269 members. Ms. Becka Cox retired, and Bethany Cooper has graciously agreed to take on this position for KMCA. (Thank you, Bethany!) This is a closed (private) group where only current dues-paying members of the KMCA are approved access. If you have an outstanding membership request on the Facebook page, please check your dues payment status. Only those names showing on the most current KMCA member list are approved access to the Facebook page. If you replaced a former clerk/member after the 2023 dues were paid in their name, please inform Bethany Cooper, KMCA President Kathy Walker and KMCA Treasurer Melissa Sies of that change. (Please notify them if you are transferring to another city). The Facebook page sees daily activity and interaction, proving itself a great and speedy source of information and opportunity! Have a question, just post your question and wait for the comments!

Email Information Dissemination (EID) is utilized for providing training and meeting information to the entire membership. The EID is kept up to date as changes in membership are reported to the committee. If you are not receiving emails with training and meeting information, please be sure to inform Lori Burnett. Several emails have been bouncing back to her. Please check with your IT and make sure her email is not blocked from your system.

The committee invites and encourages all KMCA members to utilize the association website and social media platforms. Networking is knowledge!

**Be sure your KMCA member dues are current and paid by February 1<sup>st</sup> each year to maintain active status and utilization of Facebook, email and website services.**

Committee: Lori Burnett – Chair, Email Administrator EID  
Joe Christofield, Website Administrator  
Bethany Cooper, Facebook Administrator  
Amy Cox, EID backup  
Mona Simmons  
Raven Warren-Trainor  
Julia Atkins

## **EDUCATION**

No report submitted at this time; however, a Save the Date has been included for upcoming trainings.

Committee: Stephanie Settles – Chair  
Belinda Nitschke – Vice Chair  
Debbie Batliner  
Bethany Cooper – Secretary  
Amy Cox  
Ashley Jackson

Dianna Layne  
Melissa Sies  
Kathy Walker – Ex Officio

## **ELECTION**

No report submitted at this time.

Committee: Bethany Cooper – Chair  
Kim Blue  
Becka Cox  
Ashley Jackson  
Kathy Walker

## **LEGISLATIVE**

See attached.

Committee: Sherry Hoffman – Chair  
Kim Blue  
Nyoka Johnson  
Stephanie Settles  
Kathy Walker

## **MENTOR/MENTEE COMMITTEE**

The Mentoring Program has kicked off to a great start and the committee has met virtually numerous times and will continue to meet as we receive Mentor and Mentee applications. Many have already been paired up with someone and we hope they are working together to gain knowledge and build relationships. Please visit the KMCA website at <https://kyclerks.com/kmca-mentoring-program-information-2023/> and KMCA Facebook page for information about the program, or ask a Committee member for more details.

Committee: Ashley Jackson - Chair  
Bethany Cooper - Vice Chair  
Susan Clark - Secretary  
Elizabeth Reynolds - Social Media Manager  
Kathy Walker - KMCA President

## **PIN**

No report submitted at this time.

Committee: Melissa Sies – Chair  
Nancy Baker  
Crystal Douglas  
Claudia Fernandez  
Robin Morency  
Mona Simmons

## **PUBLIC RELATIONS**

No report submitted at this time.

Committee: Beth Davis – Chair  
Lori Burnett  
Joe Christofield  
Claudia Fernandez  
Marcia Finley  
Dianna Layne  
Robin Morency  
Raven Warren-Trainor

## **SCHOLARSHIP**

The Scholarship Committee collected a total of \$2,494.50 from split-the-pot at Spring Conference and Institute, and \$1,190 from the silent auction at Spring Conference. Thank you to all who contributed to the scholarship fund!

If you have questions or concerns, please contact me at [Ashley.Jackson@bgky.org](mailto:Ashley.Jackson@bgky.org), or any of the Scholarship Committee members.

Committee: Ashley Jackson – Chair  
Nancy Baker  
Lora Basham  
Crystal Douglas  
Marcia Finley  
Amy Guenther  
Tracie Hoffman

KENTUCKY MUNICIPAL CLERKS ASSOCIATION

# KMCA EVENT CALENDAR

Aug  
23

## KMCA | ATHENIAN DIALOGUE

I LOVE IT HERE; CLINT PULVER  
HILTON GARDEN INN  
FLORENCE, KY

Aug  
23-25

## KMMCA | ACADEMY

HILTON GARDEN INN  
FLORENCE, KY

Sept  
19-22

## KLC | CONFERENCE & EXPO

CENTRAL BANK CENTER  
RUPP ARENA  
LEXINGTON, KY

April  
17-19  
2024

## KMCA | SPRING CONFERENCE

LAKE CUMBERLAND STATE RESORT PARK  
JAMESTOWN, KY

May  
19-23  
2024

## IIMC | ANNUAL CONFERENCE

CALGARY, ALBERTA  
CANADA

**Legislative Committee Report**  
**April 20, 2023**

Committee Members: Sherry Hoffman, Stephanie Settles, Kim Blue, Amy Guenther, Nyoka Johnson, Sarah Bishop Moore, Kathy Walker

Thank you everyone who submitted their legislative requests. Below is a list of the legislative issues that were submitted to KLC for consideration in the upcoming 2024 legislative session. The requests and KLC's responses are below:

Legislative Requests	KLC Response
Amend KRS 424.145 and change the publication requirements for counties under the population of 80,000 to match the requirements of those with a larger population	KLC legislative priority
Amend KRS 61.168 to include pictures in the body cam video KRS and flow chart	Should reference KRS 61.878(1)(a) for the personal privacy exemption
Amend KRS 82.083(4)(h) by removing "as determined by an independent appraisal", many city clerks have expressed that they are not practicing this	Clerks should be following this KRS, did not go through last year, the KLC Board probably will not include this year
Correct the 2022 lien fee legislation so that cities and state pay the same amount to file and release liens	KLC Board will probably include
Take authority away from the State regarding City expanded jurisdictions and HVAC; make it local control; the State can be a part of the process and regulate it but the control should remain with the cities	KLC Board probably will not include
Loosen the education and training requirements to become a certified building inspector due to the current shortage	KLC Board probably will not include
Correct the unfair fund allocations from the State; certain funds for cities of specific sizes are distributed to the county government and the city must rely on the county to give them their share; Ex. LGEA funds	KLC Board may include
Address alleyways that are abandoned, not maintained, and/or neglected by the current owner and allow cities to close the alley without owner consent	Did not get approved last year, the KLC legal team will review
Institute mandatory officials training for elected officials such as Mayors, Council, Commissioners, etc.; similar to Board of Adjustment members	This is against unfunded mandates and the KLC Board will not want to

	present it, KLC will look into other options
Amend the requirement of mailing tax bills to the current property owner if different than the January 1 owner	JD Chaney is researching the statute, the KLC Board will probably keep this on the agenda
Amend KRS 132.027(2)(b) regarding advertisement requirement of 12 column inches and no smaller	This was addressed with new legislation that allows online legal advertising
Include that the Department of Housing, Building, and Construction, when corresponding with a city employee, also send a copy of the letter to the Mayor like other State departments do; include the City Clerk as well (see below)	This can be handled through the KLC Board, not legislature
Require that any correspondence from the State (regarding Municipal Road Aid Funding, state road closures, etc.) be sent to the City Clerk in addition to the Mayor; Most Mayors do not read their mail and important emails are missed; Every city is required to have a City Clerk, so it seems logical that they are the person to include	This can be handled through the KLC board, not legislature
Require the Kentucky Transportation Department to notify cities when they will be working on roads within their city; require utility companies to contact cities whenever they block, close or work on a road; please see above to include notifying the City Clerk	This can be handled through the KLC board, not legislature
Exempt government activities from sales tax, such as recreation activities and park shelter rentals	This probably will not go through due to private vs municipal rights
Pass legislation that will keep TIFF Districts, that were set up before the income taxes were lowered, whole as far as the estimated revenue that was promised by the state; will the lower income tax rate hurt the established TIFF Districts?	Will probably be included for a permanent fix and not temporary

Submitted by Sherry Hoffman, Committee Chair

Sherry Hoffman [sherry.hoffman@cityoferlanger.com](mailto:sherry.hoffman@cityoferlanger.com)

Stephanie Settles [ssettles@paris.ky.gov](mailto:ssettles@paris.ky.gov)

Kathy Walker [kathy.walker@nicholasville.org](mailto:kathy.walker@nicholasville.org)

Nyoka Johnson [nyoka.johnson@cityoferlanger.com](mailto:nyoka.johnson@cityoferlanger.com)

Amy Guenther [aguenther@fortmitchell.com](mailto:aguenther@fortmitchell.com)

Kim Blue [kblue@madisonvillegov.com](mailto:kblue@madisonvillegov.com)

Sarah Bishop Moore [taxes@auburnky.us](mailto:taxes@auburnky.us)



**KMCA Regional Reports  
Fall Membership Meeting  
August 18, 2023**

**BARREN RIVER** – submitted by Lori Burnett & Ashley Jackson

BRMCA holds regular meetings (bi-monthly) at various locations throughout the BRADD area. Our region is currently preparing to order shirts for the membership with our new logo, and additionally planning a fall retreat with team building/training activities. We are looking forward to organizing and offering more training opportunities in 2024!

**BLUEGRASS / BUFFALO TRACE / GATEWAY**

No report submitted at this time.

**GREEN RIVER**

No report submitted at this time.

**KIPDA**

No report submitted at this time.

**LAKE CUMBERLAND**

No report submitted at this time.

**LINCOLN TRAIL**

No report submitted at this time.

**NKMCA**

No report submitted at this time.

**PENNYRILE** – submitted by Kim Blue, PMCA President

The Pennyrile Municipal Clerks Association had a total of 24 members in 2023. The officers are:

- Kim Blue, City of Madisonville as President
- Casey Pearson, City of Hanson as Treasurer
- Brittany Byrum, City of Hopkinsville as Secretary
- Julie Sellers, City of Dawson Springs as Alternative Regional Representative.

The Pennyrile Municipal Clerks Association Board met and discussed a Retirement Gift for Crissy Fletcher of the City of Hopkinsville. President, Kim Blue purchased the gift and delivered to Crissy's retirement party. Brittany Byrum, Secretary of the PMCA has accepted the position of City Clerk at City of Hopkinsville.

The Pennyrile Municipal Clerks Association meets once every quarter.

#### **PURCHASE**

No report submitted at this time.

***INACTIVE REGIONS: BIG SANDY, CUMBERLAND VALLEY, FIVCO, KY RIVER  
NO REGIONAL REP: GATEWAY***



**Kentucky  
League  
of Cities**

**EXECUTIVE STAFF**

Executive Director/CEO: **James D. Chaney**  
Deputy Executive Director: **Doug Goforth**  
Chief of Staff: **Martha Cosby**  
[www.klc.org/Leadership](http://www.klc.org/Leadership)

**OFFICERS**

President: **Mayor Jim Hamberg**, City of Southgate  
First Vice President: **Mayor Mike Hughes**, City of Auburn  
Second Vice President: **Mayor Rita Dotson**, City of Benton  
Immediate Past President: **Mayor Brian Traugott**, City of Versailles

May 17, 2023

Ms. Kathy Walker  
City Clerk  
PO Box 450  
Nicholasville, KY 40340

Dear Kathy:

I want to thank the Kentucky Municipal Clerks Association for the recent donation to Kentucky League of Cities, Inc., (KLC), for the Dr. Joseph W. Coleman Scholarship fund in honor and memory of former KLC staff member Joseph Coleman. The fund was established by KLC to honor his lifelong commitment to continuous learning and local government and provide financial assistance to students pursuing a Master of Public Administration degree.

As you know, Joseph was a longtime KLC staff member dedicated to education and local governance. He was an expert in parliamentary procedures and possessed a wealth of knowledge on municipal governments, federal policy, and government organization.

Your gift of \$500, received on May 2, 2023, will benefit students throughout Kentucky by providing financial assistance for higher education in the field of public administration.

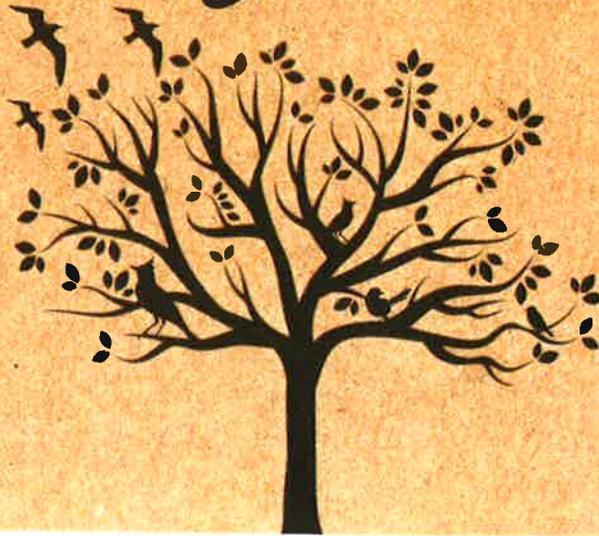
Thank you again for your generous contribution to the Dr. Joseph W. Coleman Scholarship Fund and for honoring Joseph in this way. We are KLC, along with Joseph's family, were deeply touched by this gift from Clerks across Kentucky. I want to especially thank Stephanie Settles for heading up this effort as well.

Sincerely,

  
James D. Chaney  
Executive Director/CEO

Cc: Stephanie Settles

# With Gratitude



Your love and care have been a source of great comfort and healing. We are eternally thankful for your support during this difficult time.

Members of Kentucky Municipal Clerks Assoc,

Thank you so much for the lantern you sent in memory of Joseph Coteman. He loved his work with KLC and helping local leaders across the Commonwealth. Thank you, Craig Cammack