



**MINUTES**  
**GEORGIA COUNTY CLERKS ASSOCIATION**  
**BUSINESS MEETING**  
**Monday, September 12, 2016**  
**Georgia Center, Banquet Area**  
**Athens, Georgia**

[www.georgiacca.com](http://www.georgiacca.com)

**Call to Order**

The Georgia County Clerks Association Business Meeting was called to order on September 12, 2016 at 12:01 p.m. by President Danielle Austin (Barrow County). (Copy of the agenda made a part of the minutes.)

**Invocation**

The invocation was given by Vice-President Lisa Ritchie (Hall County).

**Pledge of Allegiance**

The Pledge of Allegiance was led by Vice-President Lisa Ritchie (Hall County).

**Recognition of Special Guests**

Secretary Katie Bishop (Camden County) recognized special guests in attendance, which included any Vendors present. She introduced Brent Williams, ACCG, and Beth Brown, ACCG, for a brief announcement.

**Recognition of New Clerks, First Time Attendees, Retiring Clerks, and Promotions**

President Dannielle Austin (Barrow County) asked new clerks, first time attendees, retiring clerks, and anyone who received a recent promotion to stand and be recognized. Several clerks from the various categories stood to be recognized. JoAnn welcomed and congratulated those whom stood to be recognized.

**Creation of the By-Laws Committee**

A motion was made by Amanda Hannah (Wayne County) to nominate Danielle Austin (Barrow County), Deon McKenzie (DeKalb County), and Cindi Overstreet (Glynn County) to serve on the newly created By-Laws Committee. Nancy Livingston (Telfair County) seconded and the motion passed.

**Appointments the Nominating Committee**

A motion was made by Nancy Livingston (Telfair County) to appoint Adria Williams (Clay County) and Amy Hitt (Pierce County) to the Nominating Committee. Don Townsend seconded and the motion passed.

**Consideration to approve the minutes from the April 29, 2016 GCCA Meeting**

Secretary Katie Bishop (Camden County) presented the minutes from the April 29, 2016 GCCA Meeting held in Savannah. A motion was made by Beth Rider (Stephens County) to approve the minutes from the April 29, 2016 GCCA Meeting. Danielle Austin (Barrow County) seconded and the motion passed.

**Consideration to approve the Treasurer's Report**

Treasure JoAnn Wyre (Pike County) presented the Treasurer's Report citing that 89 cents needed to be removed bringing the total to \$12, 074.93. A motion was made by Kathy Gibson (Spalding County) to approve the Treasure's Report as stated. Natasha Kennedy (DeKalb County) seconded and the motion passed. (Copy of Treasurer's Report will be made a part of the minutes.)

**Committee Reports:**

**Budget Committee:**

Don Townsend (Dade County) presented the draft budget for the 2016 – 2017 GCCA year. A motion was made by Don Townsend (Dade County) to approve the draft budget for the 2016 – 2017 GCCA year. Danielle Austin (Barrow County) seconded and the motion passed. No other reports were offered during this time.

**New Business:**

President Danielle Austin (Barrow County) announced the new additions to the GCCA website to include sample Proclamations, Ordinances, Forms, and other pertinent documents related to the work of the County Clerk. She stated that these sample documents would be available under the Member Information tab “Document Center”. She encouraged Clerks to submit sample documents to be featured and shared on the website. She announced that a promotional video was in the works to also be featured on the website.

**Door Prize Drawings**

Tickets were given out as clerks arrived at the meeting. President Danielle Austin (Barrow County) distributed three (3) door prizes to lucky winners.

**Announcements/Upcoming Trainings**

Natasha Kennedy (DeKalb County) announced that a successful District 3 luncheon was held recently and they plan to hold another luncheon during the month of September. She announced that the GCCA February 2017 Conference location/venue is being discussed and will be held at Jekyll Island. She encouraged clerks to register to attend when that information is available.

**Adjournment**

With no other business to come before the GCCA membership, President Danielle Austin (Barrow County) made a motion for adjournment. Natasha Kennedy (DeKalb County) seconded and the motion passed. The meeting was adjourned at 12:51 p.m.

**Respectfully submitted:**

Katie Bishop, Camden County  
Secretary, Georgia County Clerks Association