

MINUTES
GEORGIA COUNTY CLERKS ASSOCIATION
Monday, February 21, 2011
Georgia Center for Continuing Education
Athens, Georgia

Call to Order/Welcome – GCCA President Ms. Christi Dockery, Lee County

Invocation – Mr. Don Townsend, Dade County Clerk/County Finance Officer

Recognition of Special Guests – President Dockery recognized special guests: Mr. Ross King, ACCG Executive Director; Mr. Ben Pittarelli, ACCG Manager, Marketing & Field Services; Ms. Catherine Bennett, CVIOG Program Manager; Ms. Debbie Barron, CVIOG Senior Events Coordinator. Ms. Dockery thanked each representative for their commitment they provide to County Clerks and this organization.

Recognition of Officers – President Dockery recognized the officers of the Georgia County Clerks Association: Vice President Paige Dukes, Lowndes County; Secretary Don Townsend, Dade County; and Treasurer Mark Massey, Fulton County.

Recognition of New Clerks & First Time Attendees – President Dockery requested any new Clerks to stand and be recognized. She congratulated each new Clerk on their newly appointed position and thanked them for attending the conference. Ms. Dockery also encouraged them to utilize the support of fellow Clerks as well as the resources of the association. Ms. Dockery then recognized any clerk attending the GCCA conference for the first time and thanked them for choosing to advance their knowledge through the programs offered by the Carl Vinson Institute of Government.

New Business – President Dockery recognized Mr. Ross King, Executive Director of the Association of County Commissioners of Georgia, to address the Georgia County Clerks Association. Mr. King reviewed several new programs of the ACCG including, but not limited to the following list: Georgia County Internship Program (GCIP); purchase power regarding county vendors and employees; leadership development among elected officials, appointed officials, and county staff ~ through mobile classrooms and online training. Mr. King also noted several new innovative ideas concerning cost saving measures that benefit local governments through county partnerships between private and public collaboration. Mr. King invited all County Clerks to celebrate the upcoming ACCG Annual Meeting by their attendance and participation in what is expected to be one of the most powerful agendas ever produced. Mr. King remarked that the ACCG officers and staff are topnotch and are here to serve you (County Clerks) for a wide array of services. He took an opportunity to recognize Mr. Ben Pittarelli,

Marketing and Field Services Manager for ACCG. Mr. Pittarelli noted that it is a “New World” at ACCG and reviewed new training opportunities; negotiations of contracts with vendors for Counties; and updates to insurance (IRMA, GSIWCF, etc.). Mr. Pittarelli recommended each Clerk to meet with him and examine their county’s insurance needs. Mr. King noted many enhancements to the website – www.accg.org and requested all clerks to check the website for updated materials and upcoming training dates. President Dockery thanked Mr. King and Mr. Pittarelli for their kind words regarding our association and called on all Clerks to visit with Mr. Pittarelli before leaving the conference tomorrow, and to greet Mr. Ross King at the conclusion of this morning’s meeting.

Recognition of Newly Certified County Clerks and Finance Officers – President Dockery recognized Ms. Catherine Bennett, Program Manager for the Carl Vinson Institute of Government (CVI OG) to present plaques to Certified County Clerks. The following County Clerks received this distinguished recognition:

- Ms. Lynn Barber, Putnam County
- Ms. Peggy Deyton, Union County
- Ms. Rhonda Grizzle, Franklin County
- Ms. Laretta Sams, McIntosh County
- Mr. Don Townsend, Dade County
- Ms. Connie Mize, Jones County (Masters Certificate)

Ms. Bennett explained to the audience the requirements to receive this distinction and encouraged all County Clerk’s to determine to achieve this education for themselves and for the benefit of their respective County. Ms. Bennett went on to announce that following the Certified County Clerk (CCC) program there is also a Masters Education Management Development Certificate Program consisting of (10) ten courses that may be attained by each Clerk sitting here today. Ms. Bennett also noted that each Clerk is required to complete thirty (30) hours of continued education units (CEU) over a three (3) year span in order to maintain a Clerk’s certificate(s) of achievement. Ms. Dockery thanked Ms. Bennett for her remarks and again encouraged each Clerk to continue their educational achievements through the CVI OG.

Recognition of Retired Clerks – President Dockery recognized the following retiring Clerks being honored by our association, by purchasing a brick inscribed with their name, and placing that brick on the “Path of Lifelong Learning” here on the University of Georgia’s campus. Ms. Dockery announced the following Clerks retiring:

- Ms. Gail Barron Boyd, Ware County
- Ms. Hazel Keen, Wilcox County
- Ms. Sybil F. Tilman, Chatham County

Consideration to approve the Minutes – President Dockery called on GCCA Secretary Don Townsend to provide the minutes of the last meeting held in Athens, Georgia at the University of Georgia Continuing Education Center. The minutes recorded the Georgia County Clerks Association’s board meeting held on Monday, April 26, 2010 and Monday, September 13, 2010. Copies of these minutes are attached to the Association’s website under the “Minutes & Reports” tab and may be accessed at <http://www.georgiacca.com/reports.cfm> whereas these minutes are made a part of the official record. President Dockery noted that minutes from 2007 and 2008 are available online and we are in the process of uploading 2009 and 2010 minutes to the site for transparency to our clerks unable to attend our meetings.

First, Ms. Dockery called for a motion to approve the Savannah minutes. Ms. Nancy Livingston (Telfair County) moved the minutes of April 26, 2010 be approved as presented. Ms. Glynda Hemby (Tift County) seconded the motion. President Dockery called for any discussion; hearing none she called the question to a vote by polling the membership. President Dockery announced passage of the motion on the floor by unanimous vote.

Secondly, Ms. Dockery called for motion to approve last September’s board meeting minutes. Ms. Nancy Livingston (Telfair County) moved the minutes of September 13, 2010 be approved as presented. Ms. Bonnie Wells (Jefferson County) seconded the motion. President Dockery called for any discussion; hearing none she called the question to a vote by polling the membership. President Dockery announced passage of the motion on the floor by unanimous vote.

Consideration to approve the Treasurer’s Report – President Dockery called on GCCA Treasurer Mark Massey to provide the Financial Report and other related financial documentation of our association. Mr. Massey reported a cash-on hand balance of \$13,169.48 in the Association’s money market account located at Regions Bank; and an investment balance of \$20,519.22 held in a certificate of deposit at Regions Bank for a total asset balance of \$33,638.70. Mr. Don Townsend (Dade County) moved to approve the financial statement as presented by Mr. Massey. Ms. Brenda Stalvey (Echols County) seconded the motion. President Dockery called for any discussion; hearing none she called the question to a vote by polling the membership. President Dockery announced passage of the motion on the floor by unanimous vote.

Committee Reports – President Dockery called on each committee chair to make their report:

- Executive Committee – Kathy Arp (Floyd County), Chair (*GCCA Immediate Past President*)
- Education Committee – Paige Dukes (Lowndes County), Chair (*GCCA Vice President*)
- Membership Committee – Paige Dukes (Lowndes County), Chair (*GCCA Vice President*)
- Nominating Committee – (see “Unfinished Business” below)
- Benevolence/Scholarship Committee – Jackie Smith (Newton County), Chairperson
- Recognition/Awards Committee – JoAnn Metts (Coffee County), Chairperson

President Dockery thanked every committee and its chairperson who made reports at today's meeting. Ms. Dockery also noted a review of the bylaws and best practices recommendation be sent to the Education Committee for review and recommendation at our next scheduled meeting. No other reports were offered at the present time.

Unfinished Business – President Dockery called for nominations from the floor for consideration to be appointed to the Nominating Committee. Ms. Dockery noted the nominating committee is responsible for recommending a County Clerk in good standing be appointed as Treasurer at the Savannah meeting. The following County Clerks were nominated from the floor to serve on the 2011-12 Nominations Committee:

- Ms. Glynda Hemby (Tift County)
- Ms. Nancy Livingston (Telfair County)
- Ms. Shay Mathis (Henry County)
- Ms. Brenda Stalvey (Echols County)
- Ms. Teresa Watson (Pike County)

President Dockery called for a motion to approve the Nominations Committee as recommended from the floor. Ms. Paige Dukes (Lowndes County) moved to approve the following County Clerks serve on the Nominations Committee. Mr. Don Townsend (Dade County) seconded the motion. President Dockery called for any discussion; hearing none she called the question to a vote by polling the membership. President Dockery announced passage of the motion on the floor by unanimous vote.

Announcements – President Dockery made the following announcements:
ACCG 2011 Annual Conference – April 29-May 2, 2011 – Savannah, Georgia
County Clerks/Finance Officers Educations Program – September 11-14, 2011 – UGA-CVIOG

Adjournment – President Dockery called for a motion to adjourn. Ms. Paige Dukes (Lowndes County) moved to adjourn the meeting. Mr. Don Townsend (Dade County) seconded the motion. President Dockery called for any discussion; hearing none she called the question to a vote by polling the membership. President Dockery announced passage of the motion on the floor by unanimous vote and declared the meeting adjourned at 12:24 p.m.

Date Approved

/ s _____
Don Townsend, Secretary