



**MINUTES (DRAFT)  
GEORGIA COUNTY CLERKS ASSOCIATION  
BUSINESS MEETING  
Friday, April 11, 2014  
Savannah International Trade  
& Convention Center  
Savannah, Georgia**

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

**Call to Order**

The Georgia County Clerks Association Business Meeting was called to order on April 11, 2014 at 12:00 p.m. by President Mark Massey (Fulton County). (Copy of the agenda made a part of the minutes.)

**Invocation**

The invocation was given by Jackie Smith (Newton County).

**Pledge of Allegiance**

The Pledge of Allegiance was led by President Mark Massey (Fulton County).

**Recognition of Special Guests**

President Mark Massey (Fulton County) recognized special guests in attendance, which included Melvin Davis, Oconee County Chairman; Mark Saxon, Oconee County Commissioner; Steve Hersey, Putnam County Chairman; Stacy Jones, CVIOG Associate Director; Skip Teaster, CVIOG Public Service Associate; Penny Henderson, ACCG Insurance Executive Assistant; David Uhlman, ACCG Insurance Deputy Director; and Ashley Abercrombie, MARSH USA Inc. Client Executive.

**Installation of New Officers (April 2014 – April 2015)**

Kathy Hayes (Oconee County) was installed as Treasurer. Her oath of office was administered by Melvin Davis, Oconee County Chairman.

Lynn Barber (Putnam County) was installed as Secretary. Her oath of office was administered by Steve Hersey, Putnam County Chairman.

Jane Greathouse (Oconee County) was installed as Vice-President. Her oath of office was administered by Mark Saxon, Oconee County Commissioner.

Ross King, ACCG Executive Director, joined the meeting and said a few words about the new convention area. He shared his excitement of the ACCG's 100 years of history and highlighted some of their accomplishments.

Stacy Jones, CVIOG Associate Director, brought greetings on behalf of the University of Georgia. She advised that no certificates were to be given out at this meeting and wished ACCG a happy birthday.

Barbara Sanders (DeKalb County) was installed as President. Her oath of office was administered by Stan Watson, DeKalb County Commissioner and Deputy Presiding Officer. (Copy of oaths of office made a part of the minutes.)

### **Lunch**

The meeting recessed for lunch at approximately 12:15 p.m.

The meeting reconvened at approximately 12:45 p.m.

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

Outgoing President Mark Massey (Fulton County) recognized past Presidents in attendance: Don Townsend (Dade County); Christi Dockery (Lee County); Jo Ann Metts (Coffee County); Elaine Clark (Wheeler County); Jackie Smith (Newton County); Paige Dukes (Lowndes County); and Kathy Arp (Floyd County).

Jackie Smith (Newton County) announced the retirement of Deborah Cox Murkerson (Colquitt County). She has been with the county for 38 years and will retire on May 1, 2014.

Kathy Hayes (Oconee County) announced the retirement of Mamie Smith (Hancock County). She retired with 40 years of service.

New attendees were: Natasha Kennedy (DeKalb County), Doris Blackman (DeKalb County), Dionne McKenzie (DeKalb County), Sheena Taylor (DeKalb County) and Stephanie Johnson (Effingham County).

### **Consideration to approve the minutes of the February 3, 2014 Board Meeting**

Secretary Lynn Barber (Putnam County) presented the minutes. A motion was made by Jackie Smith (Newton County) to approve the minutes. Glynda Hemby (Tift County) seconded and the motion passed.

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

Treasurer Kathy Hayes (Oconee County) presented the Treasurer's Report for the period January 1, 2014 through March 31, 2014. She reported that the checking account had a balance of \$10,685.78 as of March 31, 2014 which includes \$1,000.00 for the Scholarship Fund. The Certificate of Deposit had a balance of \$20,589.01 as of March 31, 2014. Interest accrued during the past year was \$1.88 and the maturity date is December 28, 2014. She reminded everyone that the By-Laws state we must keep a minimum of \$10,000.00 in the checking account and encouraged everyone to pay their dues. She explained the \$800.00 expenditure in Legal Fees was to an attorney in Athens who is working on an IRS tax exempt status for the Clerks Association. A motion was made by Barbara Sanders (DeKalb County) to approve the Treasurer's Report. Paige Dukes (Lowndes County) seconded and the motion passed. (Copy of Treasurer's Report made a part of the minutes.)

Outgoing President Mark Massey (Fulton County) thanked Treasurer Kathy Hayes (Oconee County) for her work during the past year.

## **Committee Reports**

### **Executive Committee**

No report.

### **Education Committee**

**Jane Greathouse (Oconee County), Chairperson** gave a report on a recent conference call concerning the Clerk's Survey being conducted by the Carl Vinson Institute of Government. Approximately 306 surveys have been completed, 70 are started, but incomplete, and 10 declined to respond. She commented that this is a great response, but urged everyone to complete their survey, if not done already. She advised that the Education Committee is looking at options in regards to the contract with CVIOG for the conferences. The committee plans to meet on Sunday, April 13, 2014 at 1:30 p.m. in the Jasper Board Room.

Skip Teaster, CVIOG Public Service Associate, announced that as of today's date, 321 surveys have been completed, 71 are incomplete, and 10 declined to respond.

### **Membership Committee**

No report.

### **Nominating Committee**

No report.

### **Benevolent Scholarship Committee**

No report.

### **Recognition/Awards Committee**

The 2014 Clerk of the Year will be announced during the Awards Ceremony at 6:00 p.m. in the Chatham Ballroom. Donna Waters (Bryan County) was present and recognized as the 2013 Clerk of the Year. Everyone was encouraged to come support the new Clerk of the Year winner.

### **Unfinished Business**

The GCCA and GMC/FOA conference planning goals were discussed during the Education Committee report.

### **New Business**

Beth Brown, ACCG Director of Communications, introduced Jeff Rasmussen and Jenn McLean from DMC. They introduced the "You Are Why We're Here" campaign and encouraged everyone to attend one of the training sessions or to visit them at their booth during the Buyer's Mart. They advised that communication tools are available on the website to assist in rolling out this campaign.

### **Announcements/Upcoming Trainings**

Outgoing President Mark Massey (Fulton County) announced that a group picture will be taken following the meeting. He encouraged everyone to be present. He also reminded everyone about the Saturday and Tuesday training classes.

Upcoming Trainings include:

- May 4 – 10, 2014 County Clerks Week at the Georgia State Capitol, Governor’s Office – Atlanta/Fulton County
- April 11 – 15, 2014 2014 ACCG Annual Conference – Savannah International Trade & Convention Center – Savannah/Chatham County
- May 20, 2014 Primary Election
- July 11 – 15, 2014 National Association of Counties (NACo) Annual Conference – Orleans Parish, New Orleans
- July 22, 2014 Primary Run-off
- September 4 – 7, 2014 ACCG Board of Managers Meeting Towns County, Brasstown Valley Resort
- September 7 – 9, 2014 Municipal and County Clerks/Finance Officers Education Program – Athens/Clarke County
- October 8 -10, 2014 ACCG Legislative Leadership Conference
- November 4, 2014 General Election
- December 2 – 5, 2014 Newly Elected Commissioners Conference
- December 11 – 12, 2014 ACCG Board of Managers Meeting
- March 1 -3, 2015 Municipal and County Clerks/Finance Officers Education Program – Athens/Clarke County
- September 13 -15, 2015 Municipal and County Clerks/Finance Officers Education Program – Athens/Clarke County
- March 6 – 8, 2016 Municipal and County Clerks/Finance Officers Education Program – Athens/Clarke County
- September 11 – 13, 2016 Municipal and County Clerks/Finance Officers Education Program – Athens/Clarke County

**Door Prizes**

Door prizes were distributed. Each table selected one person to receive a gift.

President Barbara Sanders (DeKalb County) presented a gift to Outgoing President Mark Massey (Fulton County) to thank him for his service to the Clerks Association. She also thanked everyone for the vote of confidence in her role as President and said she is looking forward to working with everyone.

**Adjournment**

With no other business to come before the GCCA membership, President Barbara Sanders (DeKalb County) adjourned the meeting at 1:15 p.m.

Respectfully submitted:  
Lynn Barber, Putnam County  
Secretary, Georgia County Clerks Association