

President: Lisa Ritchie, Hall County
Vice President: Katie Bishop, Camden County
Secretary: Amanda Hannah, Wayne County
Treasurer: Kathy Hayes, Oconee County



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MINUTES
GEORGIA COUNTY CLERKS ASSOCIATION
BUSINESS MEETING
Monday, February 3, 2020
Jekyll Island Convention Center, Ballroom G
Jekyll Island, Georgia

Call to Order

The Georgia County Clerks Business Meeting was called to order on February 3, 2020 by President Lisa Ritchie (Hall County).

Invocation

The invocation was given by Vice President Katie Bishop (Camden County).

Pledge

The Pledge of Allegiance was led by Karen Reeves (Hall County).

Announcements

President Lisa Ritchie reminded everyone that voting is for Georgia County Clerks Association members and when you vote please state your name and county for the record.

President Lisa Ritchie (Hall County) announced that the ACCG app has a link to the Georgia County Clerks Association website and it is very helpful if you need to know certain county clerks information it will be on the website if they are a member of the Georgia County Clerks Association. The ACCG app has a lot of other valuable information.

President Lisa Ritchie (Hall County) announced if you are not on the Clerk list serve let her know and she will get you added. President Ritchie stated the List Serve is a great resource but remember list serve etiquette including if you do not have information just do not respond, and one thank you to everybody and not a thank you individually.

President Lisa Ritchie (Hall County) announced that Coweta County Clerk Shannon Zerangue was planning on coming to the conference but fell and broke her ankle and leg and asked for everyone to keep her in their thoughts and prayers.

Recognition of New Clerks, First Time Attendees, Retiring Clerks, and Promotion

President Lisa Ritchie (Hall County) recognized the following clerks:

New Clerks and First Time Attendees

- Keri Akin, Jenkins County Administrative Assistant
- Crystal Barber, Seminole County Deputy Clerk
- Candy Flener, Catoosa County Deputy Clerk

- Jasmine Hicks, Peach County Administrative Technician
- Laurie Obert Thorn, Pulaski County Clerk
- Teresa Patterson, Camden County Public Service Authority Clerk
- Renee Peloquin, Columbia County Deputy Clerk
- Hannah Sumner, Treutlen County Administrative Assistant
- Sharon Sanders, Crawford County Deputy County Manager
- Rebecca Wooden, Walker County Clerk
- Sandra Olsteen, Terrell County Clerk

Consideration to approve the minutes of the September 9, 2019 meeting- Athens, GA

President Lisa Ritchie (Hall County) presented the minutes from the September 9, 2019 GCCA Meeting held in Athens, Georgia. A motion was made by Kathy Gibson (Spalding County) and second by Don Townsend (Dade County) to approve the minutes from September 9, 2019 GCCA Meeting. Hearing no objections, the motion passed.

Consideration to approve the Treasurer's Report

Kathy Hayes (Oconee County) presented the Treasurer's Report as of the end of December 31, 2019. She reported that the reconciled balance of \$10,849.28 as of December 31, 2019 and that includes \$1,000 for the scholarship fund. She stated our current balance as of January 28, 2020 is \$16,369.28. The money market has \$20,786.35 as of December 31, 2019 and we have accrued interest for 2019 in the amount of \$150.14. A motion was made by Nancy Livingston (Telfair County) and second by Don Townsend (Dade County) to approve the treasurer's report as presented. Hearing no objections, the motion passed. (Copy of Treasurer's Report made a part of the minutes.)

Appointments

President Lisa Ritchie (Hall County) stated that she received an email today from Allison Palmer District 1 Director and she is resigning from this position. President Ritchie stated there is a piece of paper on your table with upcoming appointments, she stated this is not an application it is just too let us know you are interested in serving. President Ritchie stated District 1 Director is not on the list but if you are interested write your name down and put district 1.

Beth Rider (Stephens County) of the Nominating Committee presented the following appointments for the Georgia County Clerks Association Board for the years 2020-2022:

- Treasurer- Jessica Jones (Upson County) motion by Stephanie Johnson (Effingham County) and second by Tandie Cloud (Early County)
- Secretary- Carlette Davidson (Lamar County) motion by April Hodges (Peach County) and second by Jessica Jones (Upson County)
- Vice-President- Amanda Hannah (Wayne County) motion by Nancy Livingston (Telfair County) and second by Tandie County (Early County)
- President- Katie Bishop (Camden County) motion by Carlette Davidson (Lamar County) and second by Barbara Sanders Norwood (DeKalb County)

Beth Rider (Stephens County) representing the Nominating Committee presented the Cindee Overstreet Scholarship Committee and stated that Jessica Jones (Upson County) term is up and

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the Nominating Committee would like to appoint Stephanie Johnson (Effingham County). Motion by Amanda Hannah (Wayne County) and second by Barbara Sanders Norwood (DeKalb County) to appoint Stephanie Johnson to the Cindee Overstreet Scholarship Committee with term expiring April 2022. Hearing no objections, the motion passed.

Beth Rider (Stephens County) presented the By Laws Committee and stated that Amy Hitt (Pierce County) term is up and the Nominating Committee would like to appoint Kathy Hayes (Oconee County). Motion by Tracye Bailey (Oconee County) and second by Kathy Bruer (Schley County) to appoint Kathy Hayes to the By Laws Committee with term expiring April 2022. Hearing no objections, the motion passed.

Beth Rider (Stephens County) presented the Technology Committee and stated that Danielle Austin (Barrow County) and Kellie Lank (Candler County) terms our up and the Nominating Committee would like to reappoint Danielle Austin (Barrow County) and Kellie Lank (Candler County). Motion by Kathy Hayes (Oconee County) and second by Tandie Cloud (Early County) to reappoint Danielle Austin and Kellie Lank to the Technology Committee with term expiring April 2022. Hearing no objections, the motion passed.

Beth Rider (Stephens County) presented the Nominating Committee and stated that Janice Bocook (Chatham County), Beth Rider (Stephens County) and Amanda Hannah (Wayne County) terms our up and the Nominating Committee would like to appoint the following people Kathy Gibson (Spalding County), Stephanie Johnson (Effingham County), and Beth Rider (Stephens County). Motion by Kathy Bruer (Schley County) and second by Tandie Cloud (Early County) to appoint Kathy Gibson, Stephanie Johnson, and Beth Rider to the Nominating Committee with term expiring April 2022. Hearing no objection, the motion passed.

Beth Rider (Stephens County) of the Nominating Committee presented the District Director positions as followed:

- District 1- Don Townsend (Dade County) replacing Alison Palmer (Haralson County)
- District 4- Carlette Davidson (Lamar County) reappointed
- District 8 - Adria Williams (Clay County replacing Suzanne Huff (Cusseta-Chattahoochee County)
- District 9- Amanda Hannah (Wayne County) reappointed
- District 12- Stephanie Johnson (Effingham County) replacing Katie Bishop (Camden County)

Motion by Jessica Jones (Upson County) and second by Barbara Sanders Norwood (DeKalb County) to approve the above appointments for District Directors with term expiring April 2022. Hearing no objections, the motion passed.

Beth Rider (Stephens County) stated in April the Nominating Committee will be making appointments for the following positions District Director 5, District Director 6, and District Director 11. She stated if you are interested in serving there is a sheet of paper on your table put your name by the district you are interested in serving.

New Business

President Lisa Ritchie (Hall County) stated she would like to recognize the board along with other clerks who have actively worked hard outside of their regular job and they have been very helpful to her and she appreciates them Beth Rider, Carlette and Ray Davidson, and Kathy Gibson.

President Lisa Ritchie (Hall County) stated in the future we are going to do an officer transition day and put some money in the budget for the future to help with that.

Amanda Hannah (Wayne County) stated she has been working on the history of our association and we are missing minutes prior to 2007 if anyone has those minutes please let us know. She has contacted ACCG and they were very helpful in getting the past Clerk of the Years from 2008 till current. She has compiled a list of officers from 2007 to forward. She asked the members if this is information that they would like to be included on our website. Motion by Beth Rider (Stephens County) and second by April Hodges (Peach County) to include the history information on our website. Hearing no objections, the motion passed.

Old Business

Kathy Hayes (Oconee County) stated we had some members ask about paying with a credit card online. Kathy checked with Regions bank which is where we bank and listed below is the charges that would be associated with taking online payments:

- Secure online credit card processing: 3.5% plus \$.15 per transaction
- Includes: Visa, MasterCard, Discover, Diners Club, JCB, and American Express
- PCI Compliance fee: \$10 per month
- Onsite Installation/Training: \$99 onetime setup fee (optional)

Kathy stated they have waived the annual fee which was \$99 she believes. Motion by Jessica Jones (Upson County) and second by Kathy Gibson (Spalding County) not to move forward because of the cost. Hearing no objections, the motion passed.

Upcoming Trainings

Claire Kinane with Carl Vinson Institute of Government presented upcoming trainings:

- March 19-20, 2020- Lawrenceville- Regional training
- April 24-27, 2020- Savannah- ACCG Conference
- May 13-14, 2020- Tifton- Regional training
- August 5-6, 2020- Valdosta- Regional training
- September 13-15, 2020- Athens- Clerk's Conference
- November 12-13, 2020- Braselton-Regional training
- February 7-9, 2021- Jekyll-Clerk's Conference
- September 12-15,2021- Athens- Clerk's Conference

Clerk's Comments

No Comments.

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Door Prizes

President Ritchie (Hall County) stated to look under your salad plate and if you have a heart under your plate you won a \$25 gift card. Don Townsend (Dade County) called out the tickets for the door prizes.

Adjournment

Beth Rider (Stephens County) made a motion to adjourn the meeting. The motion was second by Jessica Jones (Upson County) and passed unanimously.

Respectfully Submitted:

Amanda Hannah, Wayne County Secretary, Georgia County Clerks Association

- Approved: April 30, 2020