

Oklahoma Municipal Court Clerks Association
Board of Directors Meeting Minutes
Friday, February 18, 2022
Virtual Meeting

Meeting began at 9:03a.m.

1. Call to order was made by President Laura Miller.
2. Roll was called and quorum was established.
Present: Kim Johnson, Laura Miller, Valorie Cumming, Paula Girty, Angelene Flurry, Cindy Robins, Laura Holden, Yolanda Whitlow, and liaisons Cathy Pulver and Lindsey Ray. No absences.
3. Prayer was given by Kim Johnson.
4. **Minutes** from the January 21, 2022 meeting were approved with a motion from Cindy Robins and a second from Yolanda Whitlow. All ayes. Motion carried.
5. **OMCCA Liaisons** were discussed. A motion from Paula Girty with a second from Cindy Robins approved Adrienne Covington Graham as liaison for OML replacing Cheryl Adams.
6. Laura Miller reported for **Outside Agencies**. An email from Virgil at DPS is expected concerning the reporting system being down until Tuesday, February 22, 2022.
7. **OMCCA Constitution** – No action taken.
8. **OMCCA Rules for Continuing Education and Outside Credit** – No action taken.
9. **OMCCA Certification** – No action taken.
10. **OMCCA Membership** update was given by Valorie Cumming. Memberships and renewal memberships are going well. The court software program and city/town population inquiries are having good responses.
11. **OMCCA Board Member(s) and Board Duties** were discussed. No action was taken.
12. **OMCCA Website**. – No action taken.
13. **OMCCA social media platform**. – No action taken.
14. **Oklahoma Traffic Records Council Meeting update**. – No action taken.
15. Discussion and/or take action on **OML Legislative Committee participation/update**.
A motion was made by Kim Johnson to appoint Valorie Cumming to replace Tracey Aaron as the OMCCA representative. Angelene Flurry seconded the motion. All ayes. Motion carried.
16. On **Requests for Approval of Outside Credits** Angelene Flurry submitted two requests. A motion by Cindy Robins and a second by Paula Girty will give 2 hours outside credit to Kayla Turpin and Allison Jenkins for goal setting. All ayes. Motion carried.
17. Discuss and/or action on **annual “court clerk of the year” awards**.
Tracey Aaron has graciously agreed to remain on the review committee of the clerk of the year award. A past winner and another member will be the three on the review committee.

18. Discussion of the **OMCCA gifts and give-a-ways that are stored**. All the remaining inventory will be taken to the conference after the district workshops.
19. Discussion and/or action regarding the **platform, theme, brochure's, schedule, speakers, give-a-ways, binders, attendee credit, evaluations, vendor sponsorships and any other matters related to the annual conference**.

Updates on the conference were given by Lindsey Ray. All speakers are now confirmed with Eskimos Joe's confirming, live streaming will be done for the conference in cases of members not wanting to be in attendance, the meals are being confirmed with Clines and Hideaway Pizza.

Lindsey has been in contact with the Bowling Alley and gotten pricing established. OMAG has expressed interest in helping sponsor the bowling night. An estimated cost of \$250 for the Bowling Alley rental, \$4.50 per game and \$10 for shoes was given. Beer and wine (paid for by attendees), pizza and possibly salads will be on the menu for this night, and 2 buses for transportation will be provided.

Pre plated meals by Clines BBQ and possibly McAlister's for the set down meals on site of the conference were discussed. Packaged snacks and bottled drinks were discussed for on site consumption. Continental breakfasts' will also be available each morning.

OSU will be sending out printed materials, and -shirts, and gifts will be mailed out to virtual attendees. Valorie Cumming is checking on bags, candy packs, cups for the speakers, and making certificates for the award winners.

Yolanda Whitlow is checking on the t-shirt orders for the board and for the conference. Suggestions of the board wearing long sleeve board issued shirts on Wednesday, OMCCA blue for the pictures on Thursday, and tye dye conference shirts on Friday.

Break from 10:14a.m. to 10:34a.m.

Andrea Covington-Graham, of OML, came into the meeting and introduced herself to the board and other liaisons.

20. Discussion was held regarding **District Workshops; Orientation Workshops; OMCCA Training Workshops; Cash Handling Workshop; attendee credit; give-a-ways**.

Cindy Robins has the next scheduled workshop on February 25, 2022. Laura Miller and co workers in the Norman Court Clerks office will be helping with that workshop.

District 2 workshop will be held virtually on March 25, 2022. Due to prior scheduled plans, Paula Girty will not be in attendance, but Cindy Robins and Laura Miller will be helping Laura Holden with this workshop. Laura Holden notified the board she will not

be in attendance at the March 18, 2022, OMCCA board meeting due to prior scheduled plans.

21. Valorie Cumming gave the **Treasurer's Report**. First Bank credited OMCCA the monies for the discrepancy on the organizations' credit card. Reimbursement checks have been sent out that were questioned during last months' meeting. There were no management report questions.

Cindy Robins made the motion to approve the Treasurer's Report with a second from Paula Girty. All ayes. Motion carried.

22. **Expenditures** were discussed. No action on A: **mileage/tolls**. B: **Miscellaneous** charges were approved for Gayla Early's funeral service flowers with a motion by Yolanda Whitlow and a second by Cindy Robins. All ayes. Motion carried. C: **OSU** report by Lindsey Ray was given with her intent of having a budget report on the annual conference at the March 18, 2022, OMCCA meeting.

Cindy Robins excused herself from the meeting.

23. Inquiries and Comments from the Board and Attendees. Bills from the legislature were discussed at length. Laura Miller will be in contact with OML on this issue. The conference brochure will be sent out after OSU posts the information on the website. OMCCA annual conference save the date, scholarship information, and clerk of the year nominations will be sent by the appointed parties. This information will be sent to Cathy Pulver at OML to be posted on their website as well. Marissa Dyess will have the associations transcripts out by May.

24. **Adjournment** motion was made by Angelene Flurry and seconded by Valorie Cumming. All ayes. Motion carried.

Meeting adjourned at 12:31p.m.