

Minute Minders



Summer 2026



From the President's Desk

Hello, Ohio Clerks!

I hope you are enjoying your summer as it is flying by! OMCA has been busy this summer with Athenian #2 completed, the IIMC Conference in Reno, Nevada, and the OMCA Institute in Lewis Center two weeks ago. The IIMC Conference was a lot of fun, meeting clerks and learning from informative presenters. Ohio clerks were celebrated with Janice Bates of Tipp City being sworn in as IIMC President-Elect, Sharon Cassler of Cambridge receiving the Individual Donor Award from the IIMC Foundation, and Katie Lewallen of Riverside receiving the Program Excellence in Governance Award for Innovative Outreach to Citizens. The OMCA Institute was a success at The Ohioan! Great location, great classes, great vendors, and great clerks! From The UP Guys starting the week off to Media Psychology to Office Civility to ChatGPT to First Amendment Auditors – the Professional Development Committee did a fantastic job putting together

classes and outings for everyone to enjoy, and lots of useful information to take back to their communities. The Clerk of the Year was presented to Mollie Prasher of Reynoldsburg at the annual banquet! We also had a true superhero guest, Avery Russell, 12, who is now an honorary Ohio clerk. Avery was instrumental in getting House Bill 247 Avery's Law passed a year after she was attacked by two dogs at a friend's house. The new law includes criminal liability for owners or caretakers for negligent containment resulting in attacks, seizure of dogs following an attack, and insurance mandates. Avery spoke to the clerks and guests at the banquet sharing her optimism and positive outlook for her future. We ended the banquet looking into OMCA's future with the swearing in of Fiji Gallam as the incoming President 2027, Krystal Grove as the incoming Vice President, and your new Board Directors Liz Westbrooks of Fairview Park, Nichole Messner of Green, and Addie Balester of Cleveland Heights.



Thank you to those who were able to attend the institute and for completing the class assessments which will help in the planning for next year's Institute! If you were unable to join us this year, we hope to see you next year!

We are halfway through 2026 and I would like to thank the executive officers, board of directors, committee chairs and committee members for all they do on behalf of our organization volunteering their time and efforts to make OMCA the best it can be!

OUR MISSION

The Ohio Municipal Clerks Association advances the municipal clerks profession through education, networking and mentoring, which establishes clerks as experts in their field and leaders in the communities they serve.

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OUR VISION

The Ohio Municipal Clerks Association is committed to improving efficiency, productivity, communication and a zeal for knowledge and information to build a network between clerks and maintain a distinctive professional organization combining our history and building toward a vibrant future.



OMCA Committee Reports

ADMINISTRATIVE COMMITTEE

The Administrative Committee met on March 17, 2026, to discuss the advertisement for 2027 positions, Vice President, City Board Director (2) and Village Board Director (2) which was posted. An election was held and completed. Regarding the process for the election, emails were exchanged but no meeting was held. The result of the election, effective January 1 2027, is as follows:

- Vice President, Krystal Grove
- Board Directors
 - Liz Westbrooks, City Board Director
 - Nichole Messner, City Board Director
 - Addie Balester, Village Board Director
 - Monica Dianko, Village Board Director

Board Directors' results out of 51 responses: Liz Westbrooks: 35

Nichole Messner: 34

Addie Balester: 29

Jessica Hilts: 28

Matt Pollock: 20

With Ms. Grove's election, there will be an opening on the Executive Board, which is set to be appointed by the Executive Board at the October Meeting.

COMMUNICATION COMMITTEE

The Communication Committee is continuing to promote upcoming education sessions and announcements to the membership

via email and social media.

- The Committee toured the StarChapter admin portal and reviewed the training document Kari Egbert is developing. This training document will be completed by the end of 2026 and saved for future use by a designee.
- The Committee has decided that it would be in OMCA's best interest to delegate website administrative credentials to the Chair and up to three members of the Committee. The Chair will remain the only member of the Committee with social media credentials, aside from the Ex officio (President of OMCA). This policy request is intended to provide multiple support users to assist with the many tasks our website requires. Having only one webmaster could be burdensome for that person, given the many office duties one may have.
- The Committee recommends that the Board approve posting newsletters (Minute Minders) and job postings on our public website. Keeping the postings in the member portal could slow the spread of awareness of OMCA's mission and vision as the organization continues to grow.
 - In Spring 2025, the Committee and the Board discussed posting job openings on the member

- portal and charging non-members. The Committee did not move forward with charging non-members. However, there is potential for increased awareness if we continue to allow OMCA members to post their organization's job openings for free while moving these posts to the public portal.
- Posting Minute Minders on the public website would make them more accessible on Facebook and allow nonmembers to see how amazing we are. Many organizations post newsletters for the public rather than only in the member portal.
- The Committee continues to pursue its goal of implementing electronic payments on the website to facilitate faster posting of jobs and membership/class registration. The Committee plans to work with the Treasurer to identify the best solution to present to the Board. The Board removed the payment feature from the website in April 2024. At the time, OMCA would have incurred a monthly fee of \$19.95 for the payment feature, and StarChapter currently does not have the functionality to pass credit card processing fees to the user.

COMMUNICATION COMMITTEE

- The Committee recommends using a payment link (in the confirmation email with directions) through Zeffy, BridgePayment, or Givebutter. These options would also enable additional raffle donation opportunities.
- An alternative recommendation is to contact OML to inquire about the payment process it offers to other affiliated organizations.
- The Committee discussed the future of the Minute Minders. The newsletters (Minute Minders) share what is happening within the Organization with OMCA members, including updates and announcements. Currently, Minute Minders are created in Microsoft Publisher, which will be obsolete as of October 1, 2026.
 - It is recommended to use Microsoft Create or an organization-owned Canva account. If OMCA has a shared membership (at the nonprofit price), it could support the creativity of all committees that may need to use it and include our brand guidelines.
- Following the 2026 OMCA Annual Institute, with the President's approval, the Committee plans to email a

OMCA Committee Reports

- survey to members to gauge preferences for the timing of future Institutes.
- Finally, the Committee has attached the brand guidelines and would like to request the Board's permission to proceed with the review of the brand guidelines and to make any recommendations or additions, if necessary.

The first Minute Minders newsletter is scheduled for release in late July 2026. We are looking forward to a great Institute at The Ohioan Hotel & Event Center! Please send any pictures you would like to share from the week to Fijabi Gallam [HERE](#).



LEGISLATIVE COMMITTEE

- PENDING BUSINESS
- 1. UPDATE DEFINITIONS AND QUICK REFERENCE DOCUMENT

Context. This document serves as a comprehensive supplement to the existing By-Laws and Policies and Procedures. Due to the number of updates over the last year, it has been a working draft to ensure that all relevant language, procedural nuances, and Board clarifications are accurately captured and consolidated.

Recommendation. In considering feedback received during the April Meeting, the Legislative Committee recommends expanding the definition of “Qualified Member to Run for Officer” authorizing the Executive Committee, by majority vote, to waive the service requirements if no qualified candidates apply for an open Officer position.

Action. Should the Board approve the recommendation of the Legislative Committee as written in Exhibit “A”, the DEFINITIONS AND QUICK REFERENCE document and Chapter 1.B.1. of the Policies and Procedures will be revised and forwarded to the Communications Committee to be posted on the website.

2.IIMC BOARD OF DIRECTORS REPRESENTATION

Context. President Task shared observations from her attempt to apply the existing procedure for selecting the Region V Director as Ohio is the next designated representative. She learned that some steps are no longer applicable, and a clearly defined timeline needs to be established.



OMCA Committee Reports

LEGISLATIVE COMMITTEE

Recommendation. The Legislative Committee recognizes that the position of Region Director is an office of IIMC, not OMCA. The Committee also believes that because the office is an IIMC position, OMCA should remain neutral and should not endorse, promote, or advocate for any candidate seeking election to the office. Therefore, the Committee recommends that OMCA's involvement be limited to providing general awareness of the opportunity and communicating relevant deadlines to its membership, while refraining from participating in IIMC's administrative oversight. Action. Should the Board approve the recommendation of the Legislative Committee as written in Exhibit "B", CHAPTER 8 IIMC BOARD OF DIRECTORS REPRESENTATION of the Policies and Procedures will be and forwarded to the Communications Committee to be posted on the website.

NEW BUSINESS

There is no new business to present to the Board.

Exhibit "A"

DEFINITIONS AND QUICK
REFERENCE OHIO MUNICIPAL
CLERKS ASSOCIATION (OMCA)

Adopted 04/18/2019

Amended: _____

Active Service

Currently employed by a public entity

~~in a position~~ that meets the requirements of an OMCA Full Member. (Article III, Section 3).

Appointed

~~Appointed~~ ~~selected or designated~~ by the Executive Committee to fill an Officer or ~~Board~~ Director position.

Board of Directors

There shall be a Board of Directors consisting of 12 persons, six (6) of whom shall be representatives of member cities and six (6) of whom shall be representatives of member villages. This requirement (six (6) village and six (6) city members on the Board of Directors) may be waived by the majority vote of the Executive Committee. ~~All Directors shall be Clerks with at least two years of experience in active service and have held membership in the Association for at least two years.~~ (Article VI, Section 3).

By-Laws

A rule or law established by the Ohio Municipal Clerks Association (OMCA) to regulate itself, as allowed or provided for by the membership.

Consecutive

~~Without interruption in service or membership; provided, however, that any separation or lapse of less than one (1) year or less shall not be deemed a break in continuity.~~

Elected

Having run for an Officer or a ~~Board Member~~ Director position by election by election of the membership and won.

Executive Committee

The Executive Committee consists of the Officers and Directors of the Association.

Full Term

A full term for each Board of Directors shall be three (3) years, commencing ~~August~~ January 1 each calendar year through ~~July~~ December 31 three (3) years later, or by having three (3) full years of service on the Board, to include a combination of a partial term appointment and a partial elected term.

Full Member

Those with the title of Clerk of Council, Municipal Clerk, Clerk/Treasurer, Village Fiscal Officer or any similar title and whose core duties include responsibilities listed in the association By-Laws. (Article III, Section 3).

In Good Standing

Having paid your Association dues for the present calendar year. ~~Each annual payment of membership dues shall constitute one year of membership.~~

Officer

The Officers of this Association shall consist of President, Vice-President, Secretary, Treasurer, and Immediate Past President.

Policies And Procedures

Principles, rules, and guidelines adopted by the Executive Committee Board to reach its long-term goals. They influence and determine all

LEGISLATIVE COMMITTEE

major decisions and actions, and all activities take place within the boundaries set by them. They govern the day-to-day operations and ensure the point of view held by the Executive Committee and are translated into steps that result in an outcome compatible with that view.

Qualified Member to Run for

Director

All Directors shall be Clerks with at least two (2) years of experience in active service as a Clerk and have held membership in the Association for at least two (2) years. The required two (2) years of active service experience shall be continuous, and the two (2) years of membership in the Association shall be consecutive membership years. However, a separation or lapse of one (1) year or less shall not be considered a break in service or non-member status. Full payment of annual dues shall constitute one (1) full year of membership, regardless if the member separates from active service during that paid membership year.

Qualified Member to Run for Officer

A qualified member who has completed three (3) full years on the Board of Directors by either completing their full three (3) year term or having three (3) full years of service on the Board to include a

combination of partial term appointments, may be eligible to serve as an Officer of the Association.

In the event that no qualified candidates apply for an open Officer position, the Executive Committee may, upon approval by majority vote, waive the service requirements.

Quorum

A majority of the current members of the Executive Committee.

Successive

Following one after the other in a series; following each other without interruption. (Merriam-Webster Dictionary)

Unexpired Term

If a Board Member is elected and cannot complete their full term, the uncompleted time of that term is the unexpired term.

Voting In A Meeting

A simple majority of the members present.

CHAPTER 1

EXECUTIVE COMMITTEE

B. Term of Office

All members of the Executive Committee shall be active members in good standing with the Ohio Municipal Clerks Association. The member must have a clear understanding of the time involved and be willing to devote the time necessary to accomplish the goals of the Association. A full term for each Director shall be three (3) years,

commencing January 1 each calendar year through December 31. A

qualified member who has completed three (3) full years on the Board of Directors by either completing their full three (3) year term, or having three (3) full years of service on the Board to include a combination of partial term appointments, may be eligible to serve as an Officer of the Association. **In the event that no qualified candidates apply for an open Officer position, the Executive Committee may, upon approval by majority vote, waive the service requirements.**

CHAPTER 8

IIMC BOARD OF DIRECTORS REPRESENTATION

Representation on the IIMC Board of Directors consists of two (2) members from each region. Ohio is in Region V consisting of Indiana, Kentucky, Michigan, Ohio, and Tennessee. ~~A Director's term is three (3) years. A candidate's name must be submitted to IIMC in January of the year a new director will be elected and take office.~~

In October 2014, new By-Laws were adopted by the membership of Region V relating to the Director positions. They will be rotated and elected as follows:

The selection of the IIMC Region V Director will be in alphabetical rotation with all five (5) states



LEGISLATIVE COMMITTEE

in order beginning with Indiana in 2016 followed by Kentucky, Michigan, Ohio, and Tennessee.

In November of the year preceding Ohio's turn in the rotation for IIMC Region V Director, the OMCA President or their designee shall send an official notice to OMCA members of the upcoming vacancy, which term shall commence the following May.

Interested candidates should review IIMC guidelines for qualifications, requirements, and application procedures. Applicants must submit their completed packets directly to IIMC by the established deadline.

If more than one candidate is certified by IIMC to serve as the Ohio IIMC Region V Director, IIMC will administer and run an election among eligible voting IIMC members in Ohio to determine who will fill the seat.

During the term of office for an Ohio Director, OMCA shall provide informal financial support to help defray expenses which should be shared by the two (2) Directors. These expenses shall include operating supplies and postage for mailing. Any other expenses would be subject to majority approval of the Executive Board-Committee.

OMCA Committee Reports

PROCEDURE FOR OHIO REPRESENTATIVE SERVICE AS MEMBER OF IIMC BOARD OF DIRECTORS FROM REGION V:

For each year that Ohio is eligible for a director position, the following procedure will be used to nominate and present a candidate to the Region V membership for confirmation, with the subsequent submission to the IIMC.

A. The OMCA Executive Committee shall announce that qualified OMCA members may seek nomination for the IIMC Region V Director position. The Executive Committee shall provide the membership with the list of qualifications, filing instructions, and the deadline for submission.

B. Notice of same shall be e-mailed on the OMCA listserv and posted on the OMCA website with all pertinent information included by the Association webmaster. Notice of same shall be printed with all pertinent information included in the OMCA newsletter.

C. A letter of interest, resume of qualifications, and a 2" x 2" photo must be postmarked and submitted to the OMCA Executive Committee to the location designated in the notification no later than February 1st of the year of the announcement.

D. Upon receipt of the materials from any interested person no later than February 15th, the OMCA

Executive Committee shall appoint a Region V Director Committee consisting of the Vice President, Immediate Past President, a past Region V Director or Retired Clerk. This Committee shall review all application packets for accuracy and compliance of qualifications.

1. If only one (1) individual files for candidacy and all qualifications are met, they shall be deemed as the official nominee as the next Region V Director and shall be presented to the Region V membership. If confirmed by the Region V membership, the candidate is presented to the IIMC as the next Region V candidate by the deadline stipulated. If no Region V meeting is held, an online vote shall be conducted by the current region directors. This candidate shall take office in May of the following year.

2. If more than one person shall file a letter of interest and meet the qualifications, OMCA must conduct an election for all qualified candidates. This election shall be done via a third-party voting/survey system. The official ballot shall list the names of each qualified candidate and a brief bio, and shall stipulate instructions on how to vote and the ballot return deadlines.

The ballot deadline shall be postmarked no later than March 30th. It shall be noted on the ballot that additional candidate information, including candidate's photos, can be

OMCA Committee Reports

LEGISLATIVE COMMITTEE

~~found on the OMCA website.~~

~~The OMCA webmaster shall post all resumes, bios, and any other information requested of the candidates by the OMCA Board.~~

~~3. Applicants must have completed a full term on the OMCA Executive Committee in order to be considered a qualified candidate. (Amended 04/13/2023)~~

~~4. All returned ballots shall be counted by the appropriate persons/Committee within seven (7) days of the deadline for returning ballots. The person with the most votes shall be deemed elected by the Clerks of Ohio. In case of a tie vote, the affected candidates shall meet with the Executive Committee to determine a winner.~~

~~The successful candidate shall be the Ohio nominee for the Region V Director position and shall be presented to the Region V members at the annual region meeting for confirmation. If confirmed at this meeting, the candidates' name shall be submitted to IIMC with official notification that this person has been selected by the members of Region V to serve as their next Director, to take office in May at the next annual IIMC Conference. If no Region V meeting is held, an online vote shall be conducted by the current region directors. Notification to IIMC shall be done by the OMCA President prior~~

~~to the deadline for these submissions as established by the IIMC.~~

~~QUALIFICATIONS FOR OHIO REPRESENTATIVE SERVICE AS MEMBER OF IIMC BOARD OF DIRECTORS FROM REGION V:~~

~~The following qualifications to be considered for IIMC Region Director are established for an Ohio Clerk who wishes to pursue this position:~~

~~A. Must be a member in good standing of the OMCA.~~

~~B. Must have been an OMCA Board Member and completed your term of office on the OMCA Board prior to taking the oath for the Region V Director position.~~

~~C. Must meet all criteria for Region V Director as established by the IIMC.~~

~~D. Must have attended a minimum of three (3) IIMC Annual Conferences within the last six (6) years.~~

~~E. Must have participated on an IIMC Committee for a minimum of two (2) years.~~

~~F. Must have attended a minimum of four (4) OMCA Annual Institutes.~~

~~G. Must have participated on an OMCA Committee for at least two (2) years.~~

~~H. Must be a Clerk in IIMC Region V for a minimum of four (4) years.~~

~~I. Certified Municipal Clerk certifications or pursuit thereof, is desirable but not required.~~

~~SUPPORT FOR OMCA MEMBERS
RUNNING FOR IIMC VICE
PRESIDENT/PRESIDENT
POSITION:~~

OMCA members who meet the IIMC qualifications, have declared their candidacy for IIMC Vice President, and have been certified by IIMC as a candidate for Vice President, will receive a letter of support from the Association. It is the member's responsibility to inform the President of their desire to seek this position and officially request a financial contribution of up to Two Thousand Five Hundred Dollars (\$2,500.00) from the Association to help cover expenses that may occur in seeking this position. These expenses may include conference/institute registrations, travel, lodging, and miscellaneous expenses. The Treasurer will attest to the availability of the funds prior to Board approval. All expenses must be accounted for and a final report, with receipts, submitted to the Treasurer. Any unused funds shall be returned to OMCA no later than 30 days after the election results are posted. A member shall only receive financial support from the Association for one campaign during their membership. Should a member be elected as IIMC Vice President and ascend to the position of President, the Association may contribute a not to exceed the amount of One Thousand Dollars (\$1,000.00) toward one reception during that term of office. The Treasurer will attest to the availability of the funds.

No additional requests for financial support will be considered other than what is listed above. Should a candidate withdraw their candidacy or become disqualified making them unable to continue, all funds received from the Association shall be reimbursed immediately. (Amended 07/16/2023)

MEMBERSHIP COMMITTEE

The Membership Committee met on May 13 2026.

Clerk of the Year

The 2026 Selection Committee (past 3 recipients) convened in May to review the five nomination packets and verify the allocation of points in determining the 2026 Clerk of the Year. During its review, the committee recommended that a completed Nominee Information Sheet be required as part of each nomination packet, including a detailed record of the nominee's years of service for each municipality served. Additionally, the committee recommended revisiting and placing limits on the point values assigned to New England OnDemand courses to ensure the award is not determined solely by education-based points. The last recommendation is that the actual award should be uniform in color and size.

The Membership Committee engaged in an extensive discussion expressing strong dissatisfaction with the current

Clerk of the Year award criteria and process, emphasizing that it has strayed significantly from its original purpose. Members repeatedly noted that the award now appears to prioritize the accumulation of education points and access to training opportunities rather than recognizing meaningful service, professional impact, and contributions to local communities.

This shift was viewed as inequitable, particularly for smaller municipalities and villages that lack the financial resources to attend conferences or institutes, making the award unattainable for many. Concerns were also raised about the heavy emphasis on OMCA and IIMC-related involvement, creating the perception that the award reflects service to the organization rather than to the clerk profession or the public. Participants described the process as overly complicated, burdensome, and exclusionary, citing barriers such as strict membership duration requirements, limited recognition of external education and experience, and the expectation that nominees must gather extensive documentation to validate their qualifications. Several members characterized the system as "unfair," "unattainable," and "off track," underscoring a lack of confidence in its current structure. Additional concerns included limited inclusivity, lack of transparency in

selection, and declining interest, as some nominees opt out due to the process itself. There was broad agreement that the award no longer reflects meaningful achievement and that education should not be the primary determining factor. Instead, members advocated for a renewed focus on community impact and professional contributions.

Ultimately, the group reached a consensus recommending that the membership be surveyed to assess whether the award still holds value and, if so, that a comprehensive review and full rewrite of its purpose, criteria, and process be undertaken. The overall tone of the discussion conveyed clear frustration and a strong call for significant reform.

Membership

Membership as of this date is 258 total members:

243 Full, 7 Associate, 1 Affiliate, 3 Honorary, 4 Retired.

Mentorship Program

New members are contacted and offered the opportunity to be paired with a mentee if they choose.

Institute

- Basket (Super Hero) for Scholarship Raffle (donated by committee)
- Info Card Raffle Basket (donated by Julie Ogg)

Possible questions for the card:

- Star Chapter – do you use the website, which tabs

MEMBERSHIP COMMITTEE

- Credit Card Fee to register online – would your municipality allow you to use it with the credit card fee
- Clerk of the Year – criteria to determine the award and evaluate whether it continues to provide meaningful value.

Next Meeting

June 10th to finalize Institute plans.

Submitted by:

Laurie Beran, Chair

Members: Whitney Crook, Monica Dianko, Jessica Hilts, Tami Kelly, Matthew Pollock, Julie Ogg, Tracy Simons



OMCA Committee Reports

MEMBERSHIP COMMITTEE

The Committee is in our last-minute frenzy preparing everything for the 2026 Annual Institute with this year's theme of "Clerks: The Superheroes of Good Governance." There is a great keynote speaker – the UP Guys to kick off the Institute with a part TED talk and Comedy Central presentation. There are some favorite speakers who are back and some new speakers that will provide an interactive and informative event. Our first two Athenians were smaller groups, but each participant really enjoyed the experience. There is one Athenian left for this year – The Cure for Stupidity. This book is a must read!

The first One-Day Academy in Hilliard on Parliamentary Procedures was a great success with 32 participants. There are two One Days left – September is Sunshine Law Training and Record Retention with November bringing a discussion of how to prepare for retirement.

ATHENIANS (\$100/\$125)

Dialogue #3

October 14, 2026 9:00 am-4:00 pm

The Cure of Stupidity: Using Brain Science to Explain Irrational Behavior at Work by Eric M. Bailey

Facilitator: Deb Hladky, MMC,
Retired Ohio Clerk

Virtual

ONE-DAY ACADEMIES (\$100/\$125)

One Day #2

September 17, 2026; 9:00 am-4:00 pm

Records Retention/Sunshine Law Training

Speaker: Pari Swift/Attorney
General's Office

Host: Matthew Pollack – City of Marion

One Day #3

November 12, 2026; 9:00 am-4:00 pm

OPERS

Speaker: Retirement Preparation

Host: Kennedy Moss, City of Chillicothe

Location: Deeply Rooted Care, 2
Springfield Street, Frankfort, OH
45628

Hotel: TBD

ANNUAL INSTITUTE Clerks: The Superheroes of Good Governance – (\$500/\$550/\$150/\$450 New)

July 13th to July 16th at 10.5

CMC/MMC points or 20 EPP hours
with the speaker at the
banquet.





PROFESSIONAL COMMITTEE

MISCELLANEOUS:

The Committee will be doing an OMCA Auction at the Institute again with proceeds going toward the Marilyn McLaughlin Scholarship Fund. The OMCA Marilyn McLaughlin Scholarship was created to promote, train, and educate Municipal Clerks to increase proficiency in the services provided to citizens of their community.

OMCA scholarships aid Clerks who are unable, through their home municipality, to finance attendance to the OMCA Annual Institute.

Dee Werbrich, MMC/EPP and

Mollie Prasher MMC/EPP

Professional Development

Committee Co-Chairs

Committee Members: Addie

Balester; Shannon Collins; Chelsea

Gregor; Krystal Grove; Katie

Lewallen; Sophia McGuire; Kennedy

Moss



OMCA Committee Reports

WAYS AND MEANS COMMITTEE

Dear OMCA President, Officers,

Board Members, and Associates:

The purpose of the Ways and Means Committee is to collaborate with the Treasurer in developing an annual budget for the association, manage the sale of OMCA merchandise, conduct an annual audit, and oversee all fundraising efforts.

I respectfully submit the following report:

- The OMCA Treasurer continues to issue tax exemption forms, process reimbursements, handle refunds and payments, and reconcile expenditures with proper documentation.
- As of July 1, 2026, the Association's financial position is as follows:
 - Certificate of Deposit (2213): \$25,489.74 (Maturity Date: September 17, 2026)*
 - Certificate of Deposit (6091): \$53,332.51 (Maturity Date: July 22, 2026)*
 - Certificate of Deposit (8247-2): \$0.00 Closed funds moved to 2213
 - Checking Account (8635): \$61,493.94
 - Marilyn McLaughlin Fund (8483): \$3,523.05

- Total Bank Accounts and Assets to date: \$143,839.24

- This report also includes, for your reference, the statement of financial position report, statement of activity report, the expenses by vendor summary, and the business snapshot.
- OMCA's accountants have prepared and filed the 2025 tax returns. No balance or issues were reported. A copy of the filing can be made available upon request.
- A motion is needed to authorize the Treasurer to renew the CD ending in (6091) which will mature on July 22, 2026 as well as the CD ending in (2213) which will mature on September 17, 2026. *

I welcome any questions or feedback.

Heather Moore, OMCA Treasurer,
Ways and Means Committee Chair



OMCA Committee News



Ohio Municipal Clerks Association

2026 One-Day Academies Registration Form

Each Academy qualifies for 3 points towards your CMC or MMC



November 12, 2026 9:00am-4:00pm
OPERS/Social Security/Deferred Comp
Speaker: OPERS/ Myra Bulls-Dale/Brandon Smith
Host: Kennedy Moss, City of Chillicothe
Location: VIRTUAL

Cost for November One-Day Academy Only - \$50 for OMCA Members / \$75 for Non-members

Name _____
Municipality _____
Address _____
City / State / Zip _____
Phone _____ Email _____
Total Due \$ _____ (Check One) _____ OMCA Member _____ Non-Member

Checks Payable to: Ohio Municipal Clerks Association

Send to: Mollie Prasher
Clerk of Council
7232 East Main Street
Reynoldsburg, OH 43068



Cancellations received less than 14 days prior the registered dialogue will not be refunded

OMCA's donated item for
the IIMC Conference auction
– it went for \$200




New England Municipal Clerks' Institute & Academy

Webinar: The Leaders Playbook

Notice new time: Tues. 12 noon- 2pm

Nov. 10, 2026, 12-2pm ET - \$60

Earn 1 CMC pt. or 1 MMC pt. or 2 EPP hours
9am AK, 10am PT, 11am MT, 12noon, CT and 1pm ET

Scan QR CODE or Click Nearby Link to Register



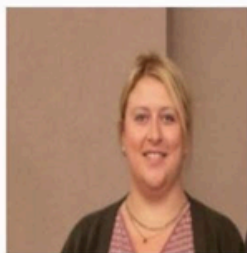

CONGRATULATIONS to OMCA's newly elected Board Members!



Liz Westbrooks, CMC, City of Fairview Park



Nichole Messner, MMC, City of Green



Addie Balaster, CMC, City of Cleveland Heights

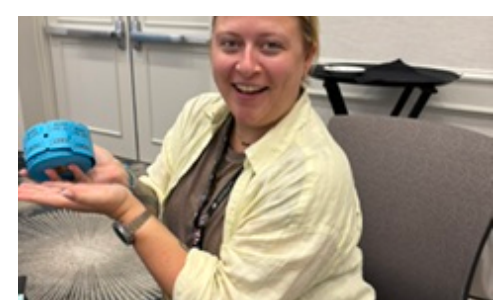


Monica Dianko, Village of Woodlawn

Thank you to all who stepped up to run for a position. Your willingness to serve makes a difference, and we hope you continue to see out opportunities in the future.

Thank you to everyone who took the time to vote—your voice helps to shape the future of OMCA!

THE OHIOAN HOTEL & EVENT CENTER



Super
clerk

2026 OMCA INSTITUTE

CLERK OF THE **YEAR**



Mollie Prasher has served as a Clerk of Council for the past 19 years – 7+ years for the City of Reynoldsburg and 12 years for the Village of Granville. She served as President of the Ohio Municipal Clerks Association for two years. She has earned her Bronze EPP Certificate of Achievement, MMC, CMC, and is an Athenian Fellow. She is working toward IIMC's newest Education PLUS Program, the Silver EPP Certificate of Achievement. She has been a member of the Ohio Municipal Clerks Association and International Institute of Municipal Clerks for 19 years.

Mollie has a varied career history including five years as the Membership/Marketing Director for the Licking County Family YMCA (Newark, Ohio), nine years as Executive Director of Granville Summer Adventures, and sixteen years as a stay-at-home mom. Mollie has resided in Licking County for thirty-four years. She is originally a native of Columbus, Ohio. Mollie has been active in many community groups, her church, and volunteers regularly. In 2021, Mollie lost her mind and actually ran for Newark City Council and is extremely grateful to have lost.

Mollie is currently renovating her three-story condo and loving the challenge. You will also find her traveling to any number of foreign destinations, having crazy adventures, and maintaining a close relationship with TSA staff. Ms. Prasher has two adult children, Sarah Prasher, Industrial Engineer for the Kohl's E-commerce facility in Etna and Grant Prasher, Tire Analyst for Goodyear Tires in Akron, Ohio. She is also lucky enough that both children have partners, Bill and Jamey, that are now her two newest bonus sons.

As her career winds down, Mollie is so appreciative of her many friends, co-workers, and OMCA besties and looks forward to the next great adventure.



Janice Bates, Clerk of Council for Tipp City, was officially sworn in during the IIMC 2026 Annual Conference.



GET INVOLVED IN YOUR REGION!

One of the greatest benefits of your OMCA membership is the opportunity to connect with fellow clerks in your region. Your Region Director is available to provide mentorship, answer questions, and help you build relationships with local colleagues who understand the unique challenges of your job.

Be on the lookout for communications from your Region Director about upcoming regional get-togethers, virtual discussions, and networking opportunities. These informal gatherings are a great way to share ideas and learn from one another—so don't miss out! Your region can only be as strong as the members who choose to get involved. We understand that the demands of a clerk may not always allow you to leave the office frequently. That's why Region Directors can work with members to schedule quarterly, biannual, or annual get-togethers that accommodate the interests and availability of those who wish to participate.

Every clerk has something valuable to contribute, whether it's experience, a fresh perspective, or a willingness to lend a hand. Get involved, stay connected, and help make your region a place where every clerk can learn, grow, and succeed.

*Regions 1 and 8 do not have a director. If you are in those regions and interested in being a director, please contact Stacey Task at stask@reminderville.com or 330-562-1234.



CONGRATULATIONS to the following clerks for earning their CMC and MMC Certifications!

Cristina Furbee, CMC, Village of Hebron
Aparna Wheeler, CMC, City of Hudson
Sophia McGuire, CMC, City of Gahanna



HAPPY BIRTHDAY

HAPPY BIRTHDAY WISHES TO OUR
SUMMER-BORN CLERKS IN JULY,
AUGUST, & SEPTEMBER!

Invest in Your Professional Growth with an IIMC
Foundation Scholarship!

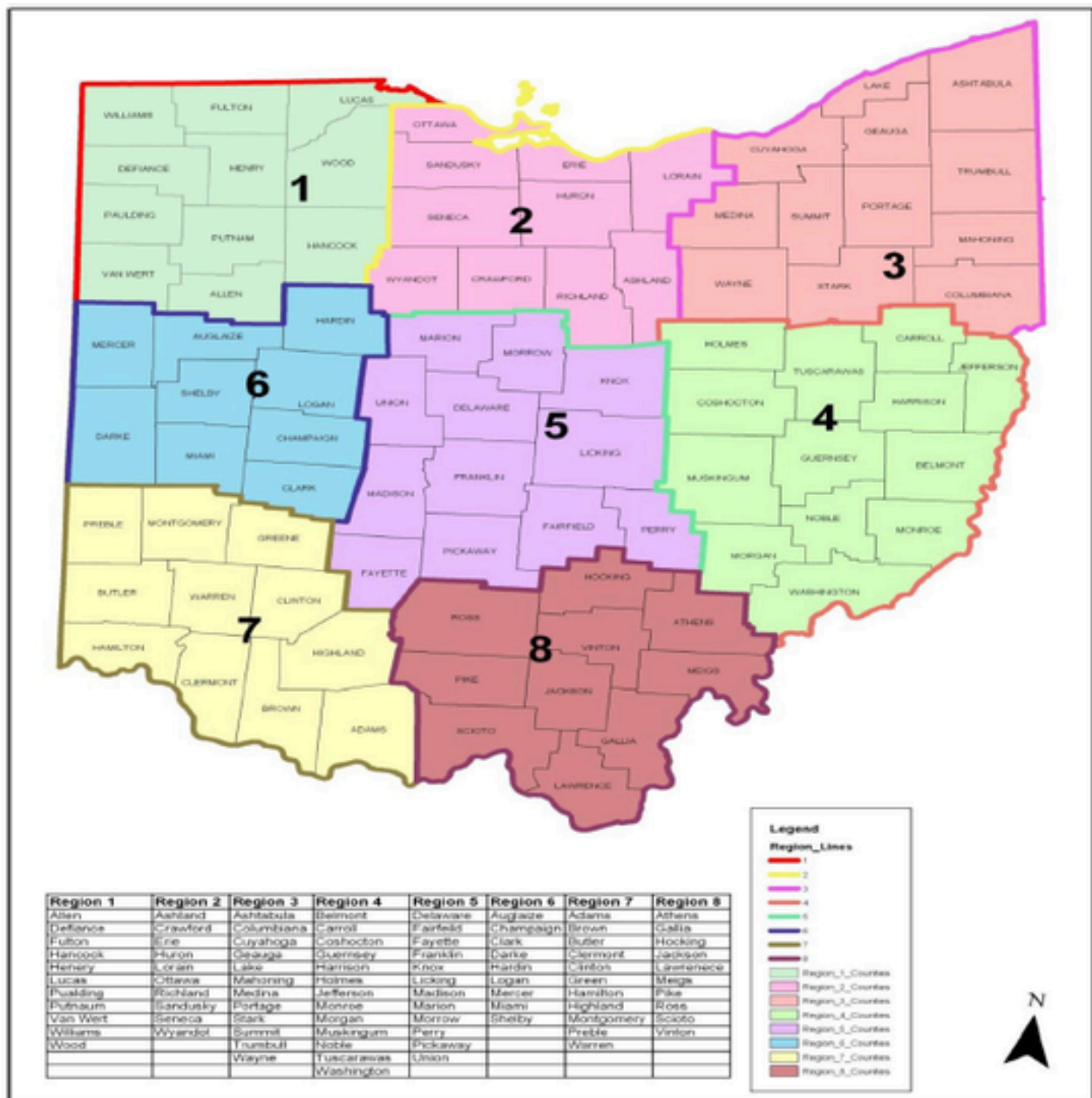
<https://www.iimcfoundation.com/519/CMCMMC-Scholarships>

As scholarship recipient Katie Lewallen, MMC,
shared:

"I am grateful to have received the Education Endowment Scholarship. This scholarship provided me with the opportunity to participate in many educational sessions and classes that I may not have been otherwise able to attend. These classes have helped to further me in my career and in my certifications. I can testify that the education and connections through OMCA and IIMC have been so valuable to me both personally and professionally. I encourage anyone who is working to further their career goals and does not have a large budget to apply for this scholarship!"



OMCA REGION MAP AND DIRECTORS



1	Vacant			
2	Laurie Beran	South Amherst	440-986-1061	recordsclerk@southamherst.org
3	Tracy Simons	Bedford	440-735-6510	tsimons@bedfordoh.gov
3	Whitney Crook	Beachwood	216-595-5493	whitney.crook@beachwoodohio.com
4	Sharon Cassler	Cambridge	740-439-2640	clerkofcouncil@cambridgeoh.org
5	Dee Werbrich	Hilliard	614-334-2365	dwerbrich@hilliardohio.gov
5	Khanthaly Dressel	Westerville	614-901-6400	Khanthaly.dressel@westerville.gov
6	Janice Bates	Tipp City	937-667-8425	batesj@tippcity.net
7	Misty Clark	Loveland	513-707-1437	mclark@lovelandoh.gov
8	Vacant			