

Minute Minders



Communication Committee, Editor

www.omca.us

Spring 2026



From the President's Desk

Happy spring, Ohio clerks!

The weather can't seem to make up its mind but spring is here and summer is just around the corner! Summer brings outdoor fun, the smell of freshly mowed grass, popsicles, dinners on the grill, and the Annual OMCA Institute!

This year's Institute theme is **CLERKS: THE SUPERHEROES OF GOOD GOVERNANCE** and is full of incredible classes -*POW!*- a fun all-inclusive outing -*BAM!*- , a tour of the capital for the MMC's on the Move -*KAPOW!*-, and the annual banquet where the Clerk of the Year will be announced -*BOOM!*- The Institute is at The Ohioan Hotel & Event Center in Lewis Center and if you were there in 2023 (when it was Nationwide Hotel & Conference Center) you know how amazing this venue is.

They have done remodeling and the rooms are even better than before! Free parking, free breakfast for hotel guests, your registration includes their delicious lunch buffet each day, an outdoor pool, a scenic walking trail nearby, and IKEA is just 10 minutes down the road! Will you be there? I hope to see you! Check out the class schedule and register today!! You do not want to miss it!

Also check out the upcoming Athenians and One-Day Academies! The first Athenian for the year was a great discussion of Viola Davis' book *Finding Me* and the first One-Day Academy was a whirlwind of education and laughs about Parliamentary Procedures with attorney Stephen Smith. So much good stuff going on, my fellow crusaders, and we're not even halfway through 2026!



Thank you to the OMCA Board and Committee Members who volunteer their time and talents to support our organization and its members!

Thank you for all that you do!

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.

INSIDE

President's Message	1
Committee Reports	2-6
Committee News	7
Educational Sessions	8-12
OMCA News	13
OMCA Region Map	14

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.

ADMINISTRATIVE COMMITTEE

The Administrative Committee met on March 17, 2026, to discuss the advertisement for 2027 positions, Vice President, City Board Member (2) and Village Board Member (2). Feedback was provided on the document and there was discussion regarding the process once applications are received, as well as, the timeline and process if an election is needed. Following the meeting, the ad was sent for posting.

COMMUNICATIONS COMMITTEE

The Communications Committee met on April 6, 2026, to discuss how to make website management easier so that more people can help, rather than having it all on one person. The Committee continued discussions on incorporating a payment link into a confirmation email after someone registers for their membership, One Day Academy, or Athenian. StarChapter cannot help with this; however, the Committee narrowed it down to two vendors and is still researching how this could be possible. In May, all Committee members will receive an overview and training on what Kari Egbert currently does and will start delegating tasks. Additionally, we plan to continue monthly spotlight features on outstanding clerks, share best practices, and encourage networking among members by expanding our presence to other social media platforms. The second Minute Minders newsletter is scheduled for release in late April 2026.

LEGISLATIVE COMMITTEE

Based on feedback from the Board during their January 2026 meeting, the Legislative Committee worked on revisions to language related to the following topic:

PENDING BUSINESS

1. ELECTIONS

Context. During the October 2025 meeting, the Board confirmed that Village Clerks have priority for designated Village seats on the Board, and City Clerks have priority for designated Clerk seats on the Board. The Board also agreed that the process for elections to fill vacant positions, i.e. when the slate of candidates should be distributed, when voting should open and for how long, should mirror the requirements for proposed By-Law amendments, with the timeframes for each step reduced by one-half. During the January 2026 Board meeting, the Board confirmed that only the Policies and Procedures are to be revised to reflect these clarifications; an amendment to the By-Laws is not required.

Recommendation. Revise Chapter 1., C. of the Policies and Procedures to clarify that Village Clerks have priority for designated Village seats on the Board, and City Clerks have priority for designated Clerk seats on the Board. In addition, document that the slate of candidates for elections shall be distributed 15 days prior to the election, and voting will remain open for 7 days, with the election being completed 30 days prior to the Annual Institute. This language serves only to clarify the procedure for elections; therefore, an amendment to the By-Laws is not required.

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

2. 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.

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

NEW BUSINESS

1. IIMC BOARD OF DIRECTORS REPRESENTATION (Policies and Procedures, Chapter 8)

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.

Action. Chair Landis will consult with the Board to determine the desired selection steps and an appropriate timeline.

LEGISLATIVE COMMITTEE

Following their feedback, the Legislative Committee will draft formal language incorporating the agreed-upon steps and timeline, with a recommendation to be presented at the July 2026 Board meeting.

A. Elections

The election of the Officers and the Board of Directors shall ~~take place~~ **be conducted** by electronic means. ~~and completed 30 days prior to the OMCA Annual Institute.~~ The slate of candidates shall be furnished electronically to all members in good standing not less than 15 days prior to the start of the election. Electronic voting will remain open for seven (7) days.

If there is only one (1) candidate for each of the **vacant** Officer positions, no election is held and the candidate is declared elected. If there are two (2) or more candidates for each of the **vacant** Officer positions, the slate of ~~nomin~~ **ees candidates** shall be conveyed to all members in good standing **according to the timeline above.** ~~and the election is to be completed 30 days prior to the OMCA Annual Institute.~~

Village Clerk candidates shall have the right of first priority to

fill a Village Board seat, and City Clerk candidates shall have the right of first priority to fill a City Board seat. If, **after accounting for priority candidates,** there are only two (2) candidates for the **two vacant** Board of Directors positions (City or Village), no election is held and the candidates are declared elected. If there are three (3) or more Board of Directors candidates for the **two vacant** City or Village Board seats, the slate of ~~nomin~~ **ees candidates** shall be conveyed to all members in good standing **according to the timeline above.** ~~and the election is to be completed 30 days prior to the OMCA Annual Institute.~~ (Amended 04/16/2026)

DEFINITIONS AND QUICK REFERENCE OHIO MUNICIPAL CLERKS ASSOCIATION (OMCA)

Adopted 04/18/2019
Amended: 04/16/2026

Active Service

Currently employed by a public entity **in a position** that meets the requirements of an OMCA Full Member.

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

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.

Continuous

Without interruption in service; going on without interruption, break, or cessation.

Consecutive

Uninterrupted in sequence; following one after the other in order.

Elected

Having run for an Officer or a ~~Board Member~~ **Director** position 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.

LEGISLATIVE COMMITTEE

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.

In Good Standing

Having paid your Association dues for the present calendar year. **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.**

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 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.

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.

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.

MEMBERSHIP COMMITTEE

The Membership Committee met on February 25, 2026.

The committee discussed the Clerk of the Year initiative and reported that, as of this date, there are seven nominations on file. All nominations are verified for years of service in order to qualify for the award. The committee will continue weekly promotional blasts on the website and social media to encourage additional nominations.

The committee also reviewed ongoing efforts related to the membership drive. Committee members and region directors have continued working to obtain correct email addresses and to distribute OMCA information throughout their respective regions through an email campaign. In addition, the committee conferred with Zoe, OML's administrative assistant, regarding the OML membership roster and will receive updated membership information every two weeks. Further discussion is needed with the board regarding how applications and payments will be handled for 2027 and future years. It is recommended that applications should be fully electronic with required fields to address issues with incomplete submissions, and that members should be given the option to submit payments electronically or by check. Decisions are still needed regarding who will be responsible for credit card processing fees and how electronic payments will be tracked. Current membership was reported at 167 members.

Under Institute planning, the committee discussed the themed basket, "Super Hero Clerks," recognizing clerks as superheroes. The committee will prepare a comfort and self-care basket for the Institute. Laurie will locate an appropriate basket, and Whitney will assemble the basket at the Institute.

The next Membership Committee meeting is scheduled for May 13th at 11:00 a.m.



OMCA Committee News

PROFESSIONAL DEVELOPMENT COMMITTEE

The Committee has been meeting to finalize our speakers and One Day Academies. The 2026 educational year theme is *"Clerks: The Superheroes of Good Governance."*

The first Athenian went well with 10 registrants. Camilla Pittman was the facilitator for Finding Me – A Memoir by Viola Davis. This Athenian was President Task's very first Athenian.

The first One-Day Academy will be/was April 15th in Hilliard on Parliamentary Procedures hosted by Past President Dee Werbrich. There were 26 participants making it a fiscally successful One Day.

* UPCOMING ATHENI- ANS (\$75/\$100)

DIALOGUE #2
JUNE 18, 2026

9:00 am-4:00 pm

Lead It Like Lasso: A Leadership Bok for Life. Your Life
by Marnie Stockman & Nick Coniglio

Facilitator: Beth McEwen,
MMC, Retired Clerk, Alaska
Virtual

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 Clerk from Ohio
Virtual

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

One-Day #2

September 17, 2026

9:00 am-4:00 pm

Sunshine Law/Records Retention

Speaker: Pari Swift/Attorney
General's Office

**Host: Matthew Pollack, City
of Marion**

Location: TBD

Hotel: TBD

One-Day #3

November 12, 2026

9:00 am-4:00 pm

OPERS

Speaker: OPERS Representative

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

SUNDAY, JULY 12th

4:00pm-5:00pm:

Executive Board Meeting

5:00pm-6:00pm:

Check-In - Meet & Greet at The
Pub – All are welcome!



MONDAY, JULY 13th

7:00am: Check-In

8:00am:

Welcome and Flag Ceremony

8:30am-9:30am:

Keynote Speaker – The UP Guy

9:30am-9:45am:

Break with Vendors

9:45am-11:45pm:

Clerking 101 (Tips for new
clerks) – Mollie Prasher

Clerking 201 – TIFS, JEDDS, &
CRAs

11:45am-12:45pm

Lunch

12:45pm-2:45pm

Ethics – Susan Wilke

3:00pm-4:30pm

Smartphone Addiction vs. Habit

– Dr. Scott Campbell

6:00pm-8:00pm

*All-Inclusive Outing – Smash
Park, 495 Polaris Parkway*

TUESDAY, JULY 14th

8:30am-10:30am

Media Psychology – Sarah
Grady

10:30am-10:45am

Break with Vendors

10:45am-12:00pm

Cybersecurity

12:00pm-1:00pm

Lunch

1:00pm-3:00pm

Conflict Culture – Dyann
McDowell

3:00pm MMCs on the Move –

Tour of Capitol Building

3:00pm-3:15pm

Break with Vendors

3:15pm-5:00pm

Office Optimization

Dinner on Your Own



PROFESSIONAL DEVELOPMENT COMMITTEE

WEDNESDAY, JULY 15th

8:30am-10:00am

OML Update – Kent Scarett

10:00am-10:15am

Break

11:15-12:15pm

BZA, Planning & Zoning –

Todd Hunt

12:15pm-1:15pm

Lunch

1:15pm-3:15pm

Positive Mindset Workshop –

Lori Firsdon

3:15pm-3:30pm

Break

3:30pm-4:30pm

ChatGPT – An Overview – Jere-

my VanMeter

6:00pm

Social Hour

6:30 pm

Banquet Dinner

THURSDAY, JULY 16th

9:00 am-9:30am

Yoga with Diana

9:30am-9:45am

Break

9:45am-11:00am

First Amendment Auditors –

Lindsay Deaton

* MISCELLANEOUS:

The Committee will be doing a Silent Auction again and is looking for donations. Our members seem to enjoy this, and it is a great way to raise money for our Scholarship Fund. Committee members are meeting on April 17th to review the scholarship applications. 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.

WAYS AND MEANS COMMITTEE

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 **April 7, 2026**, the Association's financial position is as follows:

- **Certificate of Deposit (2213):** \$25,272.69 (Maturity Date: April 17, 2026)
- **Certificate of Deposit (6091):** \$52,872.10 (Maturity Date: July 22, 2026)
- **Checking Account (8635):** \$38,352.11
- **Marilyn McLaughlin Fund (8483):** \$3,522.63
- **Total Bank Accounts and Assets to date:** \$120,019.53
- This report also includes, for your reference, the statement of financial position, the statement of activity, expenses by vendor summary, and the business snapshot.
- OMCA's accountants are currently preparing the 2025 tax returns to be filed no later than May 15, 2026. An update will be provided upon completion.
- The Ways and Means Committee conducted its annual audit for the fiscal year 2025 on February 24, 2026. All financial records were found to be accurate and in order.

COMMITTEE NEWS

ACCEPTING CANDIDATES:

On behalf of the Administrative Committee, the Ohio Municipal Clerks Association is now accepting candidates for the following positions:

Vice President

Position Details:

- Serve a three-year ascending term: 2027 Vice President, 2028 President, 2029 Immediate Past President.
- Chair of the Communications Committee.
- OMCA Member for at least two consecutive years and in good standing.
- At least three years of current or past service as a member of the Board.
- Assist the President in fulfilling their duties.
- Serve as acting President in the event of the President's absence or disability.
- Perform additional duties as assigned by the President or Executive Committee.

How to apply:

- A letter of interest submitted by the candidate, job description, and letter of support from the appointing authority (Mayor, Council President, Administrator, or Manager) are required.



MORE MEETING NEWS

ACCEPTING CANDIDATES:

City Board Member – 2 positions available and Village Board Member – 2 positions available

Position Details:

- Term: January 1, 2027 – December 31, 2029
- OMCA Member for two consecutive years and in good standing.
- Meeting Commitment: Four Board Meetings per year.

How to apply:

- A letter of interest submitted by the candidate, job description, and letter of support from the appointing authority (Mayor, Council President, Administrator, or Manager) are required.

Please see OMCA [Bylaws](#) and [Policies & Procedures](#) for full details.

Applications shall be submitted to McKenzie Proudfoot, Administrative Committee Chair, [EMAIL](#) by May 12, 2026 at 5:00 p.m.

- In the event there are more applicants than open positions, electronic voting will be opened to OMCA members.
- This is an excellent opportunity to be part of, and contribute to, the Ohio Municipal Clerks Association! Certification points can be earned toward CMC or MMC certifications as well.

MORE MEETING NEWS

President Task's 2026 OMCA pin:

Superman was created by writer Jerry Siegel and artist Joe Shuster, two teenagers from Cleveland, Ohio in the early 1930's. After years of rejection from newspaper syndicates, the duo eventually sold the rights to their character to Detective Comics, Inc (later DC Comics) for just \$130. Superman made his debut in a comics publication in 1938 and is credited with launching the superhero genre. There is a Superman statue in downtown Cleveland honoring the creators.



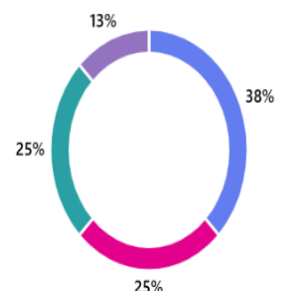
Professional Municipal
**CLERKS
WEEK**
MAY 3 – 9, 2026

THANK YOU to all of the clerks working hard to keep your councils on track and for being an important part of the administrative team in your community! We are looking for interested clerks who want to share their talents and ideas! There are open seats for Vice President, 2 City Board Directors, and 2 Village Board Directors. Come join the team and be a part of the future of OMCA!

Poll from Winter 2026 Minute Minders:

1. How does your council handle speaker time at Lobby Session?

● 2–3 minutes (Quick Snowflake)	3
● 5 minutes (Snowman Standard)	2
● No formal limit (Snow Drift)	2
● Unlimited (Until the cocoa runs out)	1
● Other	0



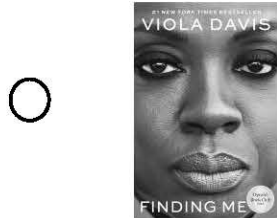


Ohio Municipal Clerks Association

2026 Athenian Dialogues – all virtual

Registration Form

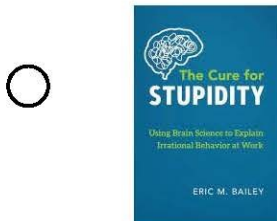
Each Athenian Dialogue qualifies for 3 points towards your CMC or MMC



March 12, 2026 – 9:00am – 4:00pm
Finding Me – A Memoir by Viola Davis
Facilitator: Camilla Pittman, MMC
Via Zoom (Information will be sent to participants)



June 18, 2026 9:00am – 4:00pm
Lead It Like Lasso: A Leadership Book for Life. Your Life. By Marnie Stockman and Nick Coniglio
Facilitator: Beth McEwen, MMC
Via Zoom (Information will be sent to participants)



October 14, 2026 9:00am to 4:00pm
The Cure for Stupidity: Using Brain Science to Explain Irrational Behavior at Work by Eric M. Bailey
Facilitator: Deb Hladky, MMC
Via Zoom (Information will be sent to participants)
*** Register for this Athenian by 6/1/26 and be entered into a drawing to win the book The Cure for Stupidity! Two books will be given away courtesy of Eric M. Bailey! ***

Participants must purchase and read book prior to the Athenian Dialogue

Cost per virtual dialogue - \$75 for OMCA Members / \$100 for Non-members

Class size is limited to 25 persons

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



Ohio Municipal Clerks Association

2026 One-Day Academies Registration Form

Each Academy qualifies for 3 points towards your CMC or MMC

☐

~~April 15, 2026 9:00am-4:00pm~~

~~**Parliamentarian Procedures**~~

~~Speaker: Stephen Smith~~

~~Host: Dee Werbrich, MMC, City of Hilliard~~

~~Location: Hilliard City Hall 3800 Municipal Way, Hilliard, OH 43026~~

~~Hotel information: Coming Soon~~

☐

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

Sunshine Law/Records Retention

Speakers: Amy Blankenship, Bricker Graydon, LLP & Pari Swift, Ohio State Univ.

Host: Matthew Pollack, Clerk, City of Marion

Location: Marion City Hall 233 W. Center Street, Marion, OH 43302

Parking: City Hall; Marion Rec Center 240 W. Church behind City Hall

Hotel information: My Place Hotel www.myplacehotels.com

Country Inn & Suites by Radisson www.choicehotels.com

☐

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

OPERS & Deferred Comp

Speaker: OPERS and Deferred Comp

Host: Kennedy Moss, Clerk, City of Chillicothe

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

Hotel information: Coming Soon

Cost per One-Day Academy - \$100 for OMCA Members / \$125 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 Annual Institute

July 13-16

The Ohioan
100 Green Meadows Drive S
Lewis Center, OH 43035



CLERKS: THE SUPERHEROES OF GOOD GOVERNANCE

Clerks 101 and 201

Media Psychology

Ethics

People Skills

Life Organization

First Amendment

Smart Phone & Social

Audits

Media:

Addiction vs Habit

Office Organization

2026 OMCA ANNUAL INSTITUTE

CLERKS: THE SUPERHEROES OF GOOD GOVERNANCE

TENTATIVE SCHEDULE:

Sunday, July 12th

4:00 to 5:00

OMCA Executive Board Meeting

5:00 to 6:00

Everyone is welcome for a Meet and Greet Happy Hour at The Pub on site
Dinner on your own

Monday, July 13th

8:00 to 8:15

Breakfast in the dining room - Free to hotel guests

8:15 to 8:30

Opening Ceremony

8:30 to 9:30

Welcome and General Business meeting

9:30 to 9:45

The UP Guys: TED Talks meets America's Got Talent

9:45 to 11:45

Break; vendor visit

Concurrent Classes: Clerking 101 and Clerking 201

11:45 to 12:45

Group lunch provided

12:45 to 2:45

Ethics

2:45 to 3:00

Break; vendor visit

3:00 to 4:30

Smart Phone & Social Media: Addiction vs Habit

All-Inclusive event TBD

Tuesday, July 14th

8:30 to 10:30

Breakfast in the dining room - Free to hotel guests

10:30 to 10:45

Media Psychology

10:45 to 12:00

Break; vendor visit

12:00 to 1:00

Cybersecurity TBD

1:00 to 3:00

Group lunch provided

3:00

People Skills TBD

3:00 to 3:15

MMC's on the Move: Tour of the Capital

3:15 to 5:00

Break

Office Optimization

Dinner on your own

Wednesday, July 15th

8:30 to 10:00

Breakfast in the dining room - Free to hotel guests

10:00 to 10:15

OML Update

10:15 to 12:15

Break

12:15 to 1:15

Board of Zoning Appeals, Planning & Zoning; Board of Elections

1:15 to 3:15

Group lunch provided

3:15 to 3:30

Positive Mindset Workshop

3:30 to 4:30

Break

6:00 to 7:00

Chatgpt - An Overview of Uses

7:00

Social Hour

Banquet Dinner

Thursday, July 16th

9:00 to 9:30

Breakfast in the dining room - Free to hotel guests

9:30 to 9:45

Morning Yoga with Diana

9:45 to 11:00

Break

First Amendment Auditors

72nd OMCA ANNUAL INSTITUTE

JULY 13 – 16, 2026

CLERKS: THE SUPERHEROES OF GOOD GOVERNANCE

The Ohioan Hotel & Event Center

100 Green Meadows Drive, Lewis Center, OH 43035

Room reservation: [Ohio Municipal Clerks Association - BOOK NOW](#)

or 614-880-4300 with code: 2607OMCA

Special Rate: \$155/per night with breakfast included and free parking

	Early Bird On or before 6/13	Regular Price After 6/13	Early Bird Non-Member	Regular Price Non-Member
(Please circle your selection)				
Full Registration	\$500	\$550	\$550	\$600
First-Time Attendee	\$450	\$500		
Retired Clerk	\$250	\$250	\$250	\$250
Guest Meals	\$175	\$175	\$175	\$175
One Day (Classes Only)	\$150	\$150	\$200	\$200

NAME _____ DESIGNATION: None / CMC / MMC

MUNICIPALITY _____ TITLE: _____

ADDRESS _____ YEARS IN POSITION: _____

CITY/STATE/ZIP _____

PHONE _____ EMAIL _____

First-Time Attendee: Yes No

Attending the Banquet: Yes No

TOTAL ENCLOSED \$ _____

CHECK PAYABLE TO: OHIO MUNICIPAL CLERKS ASSOCIATION

SEND TO: CITY OF REYNOLDSBURG

MOLLIE PRASHER, CLERK OF COUNCIL

7232 EAST MAIN STREET

REYNOLDSBURG, OH 43068

For questions contact Mollie Prasher: 614-322-6386 or mprasher@reynoldsburg.gov

*Cancellations must be received in writing no later than 14 days prior to the start of the Institute
in order to ensure you receive a refund*





Wednesday, April 15, 2026

One-Day #1 Fun

CONGRATULATIONS
to the following clerks for
earning their MMC

Certifications!

Julie Taylor, MMC

City of Fairborn

Mary Murphy, MMC

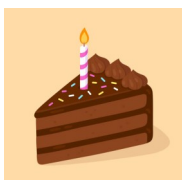
City of Shaker Heights

Katie Lewallen, MMC

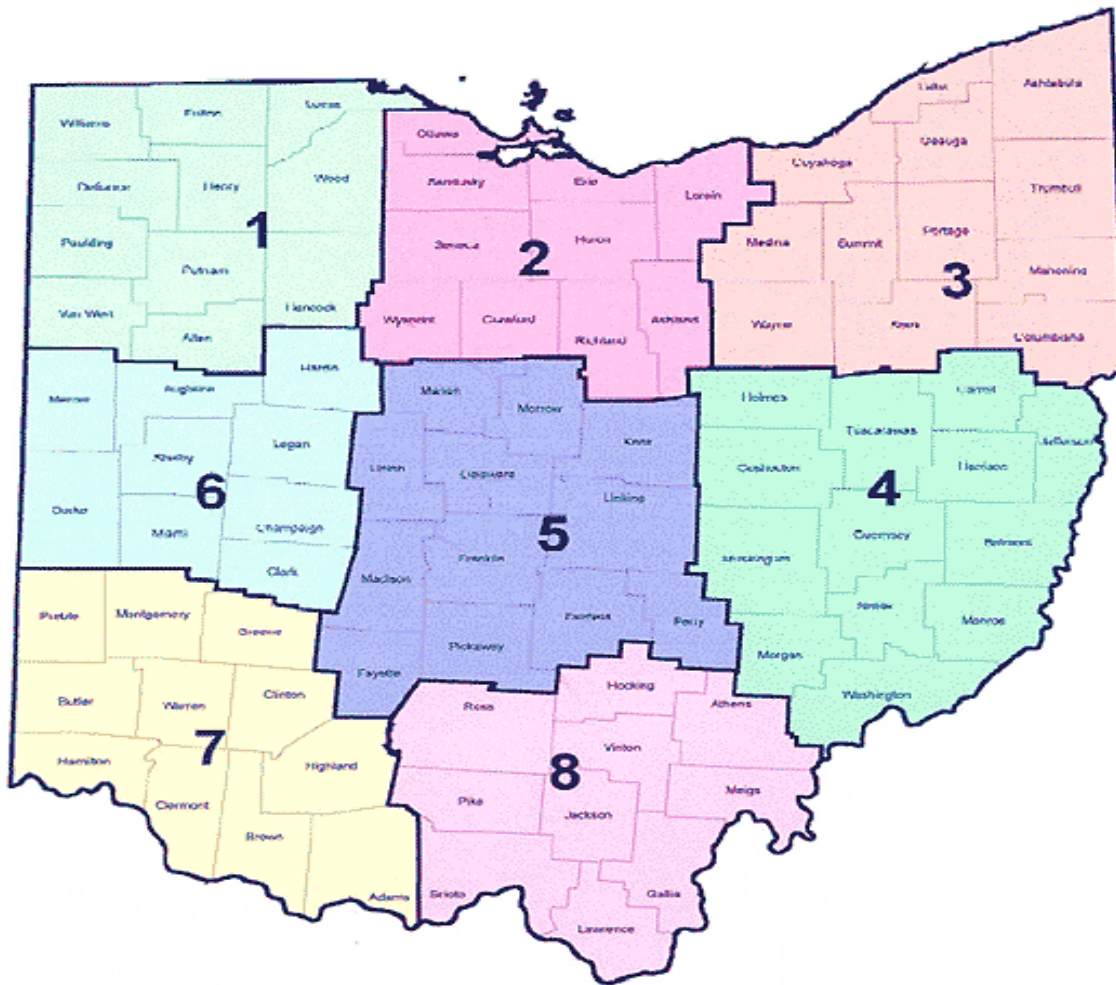
City of Riverside



HAPPY BRRRTHDAY WISH-
ES TO OUR SPRING-BORN
CLERKS IN APRIL, MAY, &
JUNE!



OMCA REGION MAP AND DIRECTORS



1	Dana Addis	Lima	(419)221-5218	dana.addis@cityhall.lima.oh.us
2	Laurie Beran	South Amherst	(440)986-1061	recordsclerk@southamherst.org
3	Whitney Crook Tracy Simons	Beachwood Bedford	(216)595-5493 (440)735-6510	whitney.crook@beachwoodohio.com tsimons@bedfordohio.gov
4	Sharon Cassler	Cambridge	(740)439-2640	clerkofcouncil@cambridgeohio.org
5	Dee Werbrich	Hillard	(614)334-2365	dwerbrich@hillardohio.gov
6	Janice Bates	Tipp City	(937)667-8425	batesj@tippcity.net
7	Misty Clark	Loveland	(513)707-1437	mclark@lovelandohio.gov
8	Vacant			

<u>Region 1</u>	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Region 8
Allen Defiance Fulton Hancock Henery Lucas Paulding Putman Van Wert Williams Wood	Ashland Crawford Erie Huron Lorain Ottawa Richland Sandusky Seneca Wyandot	Ashtabula Columbia Cuyahoga Geauga Lake Mahoning Medina Portage Stark Summit Trumbull Wayne	Belmont Carroll Coshocton Guernsey Harrison Holmes Jefferson Monroe Morgan Muskingum Noble Tuscarawas Washington	Delaware Fairfield Fayette Franklin Knox Licking Madison Marion Morrow Perry Pickaway Union	Auglaize Champaign Clark Darke Hardin Logan Mercer Miami Shelby	Adams Brown Butler Clermont Clinton Greene Hamilton Highland Montgomery Preble Warren	Athens Gallia Hocking Jackson Lawrence Meigs Ross Scioto Vinton