



WINTER 2018

Volume 23 Issue 3

Newsletter

MoCCFOA

AN ORGANIZATION PROVIDING OPPORTUNITIES AND RESOURCES FOR PROFESSIONAL DEVELOPMENT
AND CONTINUING EDUCATION.

Hello everyone!! Merry Christmas and Happy New Year!!

I know that as efficient as we are that we are all ready for Christmas. Our tree is up and "most" of the presents are wrapped. I had a handy elf helper this year (my grandson) who just loves Christmas so he decorated our tree and put up our decorations. He did so well that I have had several requests for his talents next year...

I know you are all busy but there are a few deadlines that I would like to remind everyone of.

The Scholarship Committee is now accepting applications through December 31, 2018. I would encourage all of you to submit applications, not only with the MOCCFOA, but also your divisions. Every year I hear that there are scholarships available that they could not give to anyone since we had so few applications. Check out our website for more information.

The nominating committee is also accepting statements of interest for officer positions with MOCCFOA. That deadline is December 20, 2018. Spring Institute will be March 10-14, 2019 in Columbia, Missouri. The Education Committee has been working very hard in getting quality speakers for our sessions. If you have any topics of interest you would like to see addressed, please

contact JoAnn Cova, Amy Edwards or Crystal Doss. The Southwest and South Central Divisions will be hosting the Hospitality Room this year. We are considering several options to give us more room in the Hospitality Room due to its growing popularity.

On a final note, I want to thank all of my committee's for the work they have done this year so far. This association could not function without you. Please consider signing up for a committee this upcoming year. It is a very rewarding experience. I also hope that you all have safe travels during the Holiday season and enjoy your time with your families. Remember my door is always open and if I can be of any help to anyone please do not hesitate to call (417-649-7237) or e-mail (cjcityhall@carljunction.org).

Sincerely yours,
Maribeth Matney
MOCCFOA President
City Clerk, City of Carl Junction



From the Desk of the President Maribeth Matney



2018-2019

Executive Board

- > Maribeth Matney—President
- > Lisa Westfall—President Elect
- > Renee Kingston—Secretary
- > Octavia Pittman—Treasurer
- > Leesa Ross—Past President

- Q:** In “Frosty the Snowman,” who brought Frosty back to life? **A:** Santa Claus
- Q:** In “How the Grinch Stole Christmas,” what biological shortcoming made the Grinch so mean? **A:** His heart was two sizes too small
- Q:** What is the biggest selling Christmas single of all time? **A:** “White Christmas”
- Q:** What was Scrooge’s first name? **A:** Ebenezer
- Q:** Who said “God Bless Us, Every One” in “A Christmas Carol?” **A:** Tiny Tim
- Q:** In “The Night Before Christmas” I sprang from my bed to see what? **A:** What was the matter?
- Q:** Name the three reindeer whose names begin with a “D”? **A:** Dasher, Donder, and Dancer
- Q:** In the song “Grandma Got Run over by a Reindeer” what did Grandma go to get? **A:** Her medication
- Q:** What was the first gift my true love sent on the sixth day of Christmas? **A:** Six geese a-laying
- Q:** In what city did “Miracle on 34th Street” take place? **A:** New York
- Q:** Who kept time with the Little Drummer Boy? **A:** The ox and the lamb
- Q:** In “’Twas The Night Before Christmas,” where were the stockings hung? **A:** By the chimney
- Q:** What is the name of the little girl in “The Nutcracker?” **A:** Clara
- Q:** What is the last ghost called in “A Christmas Carol?” **A:** The Ghost of Christmas Yet to Come
- Q:** What color is the Grinch? **A:** Green
- Q:** In the movie “The Santa Clause,” who starred as the substitute Santa Claus? **A:** Tim Allen
- Q:** What was Rudolph’s punishment for his red nose? **A:** Could not play in reindeer games
- Q:** In “A Charlie Brown Christmas,” who plays the dusty innkeeper in the Christmas play? **A:** Pigpen
- Q:** What did the traffic cop holler to Frosty? **A:** “Stop”
- Q:** What holiday drink contains sugar, milk, and eggs? **A:** Eggnog
- Q:** Name the two reindeer whose name begins with a “C”? **A:** Comet and Cupid
- Q:** What song is full of threats and warnings about Santa Claus? **A:** “Santa Claus Is Comin’ to Town”
- Q:** Elvis Presley recorded what sad song in the fifties? **A:** “Blue Christmas”
- Q:** What song contains the line “Somebody waits for you, kiss her once for me”? **A:** “A Holly Jolly Christmas”



MML DIRECTOR REPORT

Greetings all!

I wanted to highlight just a few items from the Missouri Municipal League Board of Director's November meeting. Executive Director Dan Ross and the budget committee introduced the annual budget for the League. The balanced budget is proof that the League is financially sound and mindful of expenses and revenues. The budget was approved unanimously.

Deputy director Richard Sheets, lobbyist Shannon Hawk, and legislative consultant Katie Bradley, are gearing up for the upcoming legislative session, building partnerships with legislative officials, staying apprised of pre-filed bills and, as always, addressing concerns of our municipalities.

Ramona Huckstep policy and membership associate, has been conducting field visits in conjunction with regional meetings throughout the State. Her mission is to reach out to current member cities to ensure they are receiving the services needed and expected from the League and to visit those cities that are not members to provide them with information on the League's mission and purpose.

As you recall from my Fall newsletter article, the Board along with MML staff last August prepared a draft strategic plan. Further evaluation and continued conversations on the plan will be held at the February Board meeting.

The Board heard preliminary information on an advanced Municipal Governance Institute (MGI)-Certified Municipal Official (CMO) program to further municipal experience. Having recently achieved the CMO designation, I can personally speak to how fulfilling, both personally and professionally, this accomplishment holds.

Some of the upcoming 2019 events are:

February 12-13-Legislative Conference

April 17-Partners in Governance Conference

June 6-7-Elected Officials Conference

I hope everyone is keeping apprised of information made available through the MML Review magazine and legislative alerts, and taking advantage of the services the League offers.

Happy holidays to all!

Jeanie Woerner

Jeanie Woerner, MoCCFOA MML Director



2019-2020 COMMITTEE SIGN-UP

MoCCFOA NEEDS YOUR HELP!!

2019-2020 COMMITTEE MEMBERS AND COMMITTEE CHAIRS NEEDED! SIGN-UP NOW!

This year we are allowing Members to sign-up to be a Committee Member or Chair before Spring Institute. We hope this will give you more information and time to consider getting involved with MoCCFOA.

Becoming active in MoCCFOA Committees gives you the opportunity to share your knowledge and expertise, which will help guide the efforts of the Association. Committee Members are directly involved in many aspects of the organization from developing new ideas, guiding projects, providing oversight or offering their skills. MoCCFOA's Committees are the gateway to getting involved, networking with Members and learning more about the Association.

I would like to take this opportunity to invite you to consider signing up for a committee or committee chair. The statement of interest form is included in the newsletter and is also available on MoCCFOA's website.

Please note the new deadlines for submitting your committee statement of interest form:

NEW DEADLINES

COMMITTEE CHAIRS:	FEBRUARY 22, 2019
COMMITTEE MEMBERS:	APRIL 1, 2019

More information on each committee and their duties is located on MoCCFOA's website. If you have any questions, please feel free to contact me.

Lisa Westfall
Incoming President
lwestfall@bransonmo.gov
(417) 337-8522

Committee Members are the key to the success of our Association.



2019-2020 COMMITTEES

2019-2020 COMMITTEE MEMBER & COMMITTEE CHAIR STATEMENT OF INTEREST

Name:	Title:
City:	Telephone:
Address:	Division:
Email Address:	

COMMITTEE MEMBERS - Deadline for Forms: April 1, 2019

Number in priority order of the TOP FOUR Committee(s) you are interested in serving on:

_____ Audit Committee	_____ Newsletter Committee
_____ Budget and Finance Committee	_____ Outstanding City Clerk Committee
_____ Bylaws Committee	_____ Oversight Committee
_____ Certification Committee (<i>Continuing MRCC required</i>)	_____ Public Relations Committee
_____ Education Committee	_____ Scholarship Committee
_____ Historian Committee	_____ Life Member (A Circle of Friends)
_____ Silent Auction Committee	_____ Technology Committee
_____ Membership/Mentoring Committee	

COMMITTEE CHAIRS - Deadline for Forms: February 22, 2019

MoCCFOA Retreat:
The MoCCFOA Retreat will start the afternoon of Sunday, May 5 and end after lunch on Monday, May 6 at the Holiday Inn Executive Center in Columbia. **All Committee Chairs please plan on attending the retreat.** The retreat is an excellent opportunity for Committee Chairs to gain insight and help create a vision for the future of the Association. This will be a time to brainstorm and plan as a group for an exciting and successful upcoming year.

Are you interested in serving as a Committee Chair for 2019-2020? ___ Yes ___ No

If yes, which committee would you like to chair? _____

If you previously served on this committee, state when: _____

Have you served as a Committee Chair on other MoCCFOA Committees? ___ Yes ___ No
If yes, give a brief explanation of your success while serving as Committee Chair:

Would you be able to attend the retreat? ___ Yes ___ No

- **Committee Chairs** – please email, fax or mail your form to me. (Deadline: February 22, 2019)
- **Committee Members** – please email, fax or mail your form, or they may be given to me or turned in at the registration table at the Spring Institute. (Deadline: April 1, 2019)

By completing this form, you will assist me in selecting clerks that have a desire to serve on MoCCFOA Committees and serve as Committee Chairs. It is important for the success of our organization to know everyone's interest, desires and abilities in this process.

Thank you for your willingness to serve the Missouri City Clerks and Finance Officers Association.

Lisa Westfall

Lisa Westfall, Incoming President
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MoCCFOA RETREAT

May 5 & 6, 2019

Each year MoCCFOA holds a Retreat to plan for the upcoming year's events. The 2019 Retreat will start the afternoon of Sunday, May 5 and end after lunch on Monday, May 6. It will be held at the Holiday Inn Executive Center in Columbia. Officers, Division Directors and Committee Chairs are all asked to attend the Retreat.

To give more opportunity for participation, the dates have been moved to earlier in the year along with a change in the days of the week the Retreat is being held. This will be a time to brainstorm and plan as a group for an exciting and successful upcoming year.

Due to the need to have the Committee Chairs in place and ready to participate in the Retreat, Committee Chair statement of interest forms will be due by February 22, 2019. Statement of interest forms are included in this newsletter and are available on MoCCFOA's website.



Missouri City Clerks and Finance Officers Association

moccfoa.org

MoCCFOA

Congratulations to the following City Clerks on earning new certifications

Patricia Fisher City of Maysville—MPCC

Becky Schimmel City of Grandview—MPCC

Kim Hudson City of St. Charles—MRCC

Congratulations!

Happy Retirement to the following City Clerks. WE WILL MISS YOU!!!!

Linda More City of Desloge

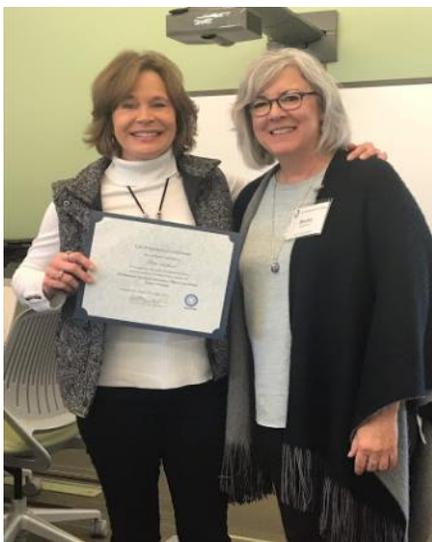
Brenda Jackson City of Republic

Rick Childers City of Buckner

Karen Hotfelder City of New Melle

Melinda Kwiatowski City of Weldon Springs

Happy Retirement



Former Belton City Clerk Patty Ledford received her Life Membership Certificate and Circle of Friends pin for her 31 years of public service.

Congratulations Patty! !!



Holiday SAFETY TIPS

Tis the Holiday Season – Tips for Staying Safe

Submitted by Melissa A. Stradt, City of Camden, Deputy City Clerk

Unfortunately, criminals don't take a break just because it is the holiday season! In fact, Law Enforcement Agencies often see an increase in thefts as people are often more distracted and valuables are more accessible. Protect yourself and your property by following the tips below:

When using the ATM, make sure that it is in a well-lit area. Always try to have a friend or relative go to the ATM with you.

Copy items you carry in your wallet/purse and place the copies in your safety deposit box. This will save some time if your wallet/purse is stolen.

Carry only the amount of cash or credit cards that you will need.

Be aware of your surroundings and where you are.

Keep your bag closed and carry it in front of you and close to your body.

Do not carry spare keys in your purse.

Do not enter your driveway if a suspicious vehicle has followed you home. Go to a safe location and Dial 9-1-1. If you are confronted in your driveway, remain in your locked car with your windows up and blow your horn.

If someone confronts you and they try to take your purse, wallet, or a shopping bag, just give it to them. There are no items in your purse, wallet, or the shopping bags worth serious injury or death!

If your debit card, checkbook, or credit card is lost or stolen, notify the appropriate bank or company immediately. You will also need to report it to the Police Department where it was lost or stolen immediately.

Trust your instincts. If you suspect something is wrong, report it immediately.

Dial 9-1-1 for an emergency.





FUN FILLED HOLIDAY FACTOIDS

The origins of Rudolph the Red-Nose Reindeer comes from a store promotion at the department store Montgomery Ward. In 1939, an employee developed the idea of Rudolph to help sell children's books. It worked and the store sold over two million copies!

White Christmas is the best-selling song of all time.

The average American spends \$800 on their holiday shopping.

Kwanzaa was started in 1966 by Dr. Maulana Karenga and is a seven-day celebration from December 26th-January 1st.

If you add them all up, there are 364 gifts mentioned in "The Twelve Days of Christmas".

Jingle Bells was originally written for Thanksgiving, not Christmas. It was originally named "One Horse Open Sleigh".

The first Christmas was celebrated on December 25, AD 336 in Rome.

17.5 million sufganiyot (donuts) are enjoyed in Israel during Hanukkah. Enjoying the sweet treat during the Holidays commemorates the miracle of oil.

Alabama was the first state to recognize Christmas as an official holiday, and the tradition began in 1836.

Electric Christmas lights were first used in 1854.

US shoppers spend five billion dollars on Christmas gifts for pets.

The US Postal Service delivers 20 billion cards and packages throughout the Holiday season.

The world's largest gingerbread man weighs 466 pounds.

Each year, 33 million real Christmas trees are sold. That's not even counting artificial trees!

Eggnog was first made in 1607.

DIVISION NEWS AND UPDATES

The Southeast Division Report

The Southeast Division membership continues to grow, and we are so excited to welcome all of our new and prospective members. Our Membership Committee worked hard to reach out to all the non-member cities in our division and invite them to our November meeting. Unfortunately, the meeting was canceled due to inclement weather. Our next meeting will be February 14th at the Cape Girardeau City Hall. The program will be presented by a representative from the Department of Labor to discuss FMLA. We will follow up with a brown bag lunch at Bella Italia. We invite all clerks from Southeast Missouri to attend.

The Northwest Division Report

Northwest Division met for a tour at the Missouri Star Quilt Co. Warehouse, Hamilton, and then proceeded to the Event center for their quarterly meeting. Twelve members were able to attend. President Jill Cottrill called the meeting to order. Motions were made and August's meeting minutes and treasurer's reports were approved. Beth Kar brought up an idea that maybe the Division should cover the cost for the Director's travel expenses. Some cities cover it, but others cannot afford to. Discussion ensued. Consensus was that if a city cannot cover the expense the chair should come to our division for help. NW Division Education was Dakota Redford with the Home Inn Hamilton and Event Center. She spoke about the rise in tourism in Hamilton due to the Missouri Star Quilt Co. and how it is being handled at the event center. Meeting was adjourned.

The Eastern Division Report

Eastern Division recently honored three retired City Clerks in August and December 2018 with a Lifetime Clerk division membership and a gift to express our gratitude for their many years of service to the organization. These retired clerks were Betty Montano (Kirkwood), Karen Hotfelder (New Melle) and Melinda "Moe" Kwiatowski (Weldon Springs). Our Division will be discussing results of a survey monkey sent to gauge interest whether to initiate a formal mentoring program pairing new members/seasoned members. All committees are hard at work with Audit performing last year's audit and mid-year audit due to the resignation of the current Treasurer. The Nominating Committee will be making recommendation for a new Treasurer in January. The Membership Committee participated in the State's Membership Initiative. The Historian Committee has begun the task of electronic storage of division records. The Public Relations Committee has already honored several clerks at Board meetings for their certification achievements with more to follow. The Scholarship Committee has been accepting division applications. The Education Committee set up the monthly meeting education which included "Internet Sales Tax," "Smart Cities, and "Situational Awareness-Personal Safety" presentations. Finally, the Holiday Committee will oversee the upcoming December Holiday meeting which offers a chance to honor our Mayors and elected officials. Thank you to Maryland Heights for hosting the Regional Conference on Diversity and Inclusion which was enjoyed by all of the clerks in attendance.



DIVISION NEWS AND UPDATES

The Western Division Report

The Western Division met during the Regional Conference at the offices of Midwest Public Risk in Independence on November 14th. At the meeting, former Belton City Clerk Patty Ledford received her Life Membership Certificate and Circle of Friends pin for her 31 years of public service. Congratulations Patty!

The Western Division approved the 2019 slate of officers as follows: Crystal Doss (North Kansas City) President, Corey Snead (Butler) Vice President, Ruth Bocchino (Gladstone) Secretary, and Sheryl Morgan (Blue Springs) Treasurer. Officers will be sworn in at the January 16 Western Division meeting in Blue Springs.

The East Central Division Report

The East Central Division held their quarterly meeting on Wednesday, December 12, 2018 hosted by the City of Washington at The Hawthorn Inn in nearby Labadie, Missouri. The holiday meeting included networking, followed by a quick business meeting and gift exchange. The next meeting is scheduled after the Spring Institute on Tuesday, March 12, 2019 in Columbia, Missouri.

The North East Division Report

Our 2019 NE Division meetings are as follows:

February 13 – Edina

May 8 – Canton

August 14 – Shelbina

November 13 – New London



Division Directors



Newsletter Staff 2018–2019

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Mallory Brown Western Division

Marilyn Sanders Western Division

Melissa Stradt Central Division

Pam Clement Eastern Division

Brooke Bell Northwest Division

Tammi Casey Eastern Division

MOCCFOA Division Directors 2018-2019

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MISSION STATEMENT

The Missouri City Clerks and Finance Officers Association is a professional organization of municipal clerks and finance officers who have united together to assist members in the performance of their job responsibilities and promote the professional development of its members for the betterment of the public and municipalities it serves.