

NOTICE OF MEETING
Oklahoma Municipal Court Clerks Association
Board of Directors Meeting
April 15, 2016
10:00 a.m.

Board Members of the Oklahoma Municipal Court Clerks Association will meet to discuss business related to the Association at 10:00 a.m. on Friday, April 15, 2016 in Pioneer Room 456B, Student Union, Oklahoma State University.

Agenda

- 1. Call to order.**
- 2. Roll Call.**
- 3. Discussion and action to approve or reject the minutes of the previous meeting.**
- 4. Discussion and action to approve or reject the Treasurer's Report.**
- 5. Discussion and action to approve or reject Expenditures:**
 - a. Mileage/Tolls**
 - b. Miscellaneous**
 - c. OSU**
- 6. Discussion to approve or reject Requests for Approval of Outside Credits.**
- 7. Discussion and possible action to accept or reject the nominating committee recommendation for a District Four Representative.**
- 8. Discussion and possible action on hotel accommodations and parking for the Annual Conference.**
- 9. Discuss and refine schedule for 2016 Annual Conference including specific board members duties during the conference.**
- 10. Discussion and possible action concerning binders given at conference: Will OSU assemble? Vendor information delivered? Front insert ads/artwork prepared and approved?**
- 11. Discussion and possible action on vendor locations, food, gifts etc. for the Annual Conference.**
- 12. Discussion regarding Scholarship Applications and awards and/or Clerk Award Nominations for the Conference.**
- 13. Discussion and possible action concerning certification classes and mastery classes.**
- 14. Discuss and review expenses, dates, and other information related to the annual Board Retreat, scheduled for July 20-22, 2016.**
- 15. New Business.** New business being defined as any business that could not be foreseen at the time of posting the agenda.
- 16. Adjournment.**