

Pennsylvania State Association of County Auditors
56th Annual Convention – The Park Inn by Radisson- Indiana, PA (Indiana County Hosting)
September 30-October 4, 2018

Sunday, September 30, 2018

Indiana County Auditors Maria Lawer Jack, Rebecca Medvetz, and Donna Cupp welcomed the County Auditors to Indiana.

Monday, October 1, 2018

President Miriam “Mim” Anstine opened the 56th Annual Convention with the official Call to Order at 9:00 a.m. with the Pledge of Allegiance followed by the Invocation offered by Krystle Bristol- Bradford.

Christine Toretti- local businesswoman and activist, Sherene Hess- County Commissioner, and Rodney D. Ruddock- County Commissioner, welcomed the Auditors to Indiana County.

Roll Call was performed by Krystle Bristol, Secretary, she also requested that if anyone needed to update their contact information, they complete the form on the front table.

President Anstine introduced the 2018 officers and committees.

Secretary’s Report: Nothing to report.

Minutes 2017 Convention: President Anstine requested that the reading of the minutes from the 55th convention be waived. Gary O’Korn, Huntingdon, made a motion to waive the reading of the minutes and Tom Foran, Pike, seconded the motion. The motion passed unanimously. A correction was noted to be made. Judy Shupp, chair of the Audit Committee is from Wyoming County, not Elk County as stated in the minutes. Luther Black- Columbia made a motion to approve the minutes as corrected from the 2017 meeting and Richard Suraci- Susquehanna seconded. The motion passed unanimously.

Treasurer’s Report:

Amy Perry presented the Treasurer’s Report.

Total Checking Account Beginning Balance:	\$61,598.96
Receipts:	24,910.46
Expenses:	(22,396.12)
Balance 10/1/18:	\$64,113.30

The complete report is attached and made part of the minutes.

A correction was noted that the Treasurers Report was mislabeled at the top as 2017, it should be 2018.

Michelle Crowell- Clinton, motioned to approve the Treasurer’s Report as corrected; seconded by Tom Foran- Pike. The Motion passed unanimously.

Legislative Report: Judy Shupp- PSAECO Alternate- Wyoming, presented an update on the legislative activities in the PSAECO organization (submitted to her by Laura Dickson, PSAECO Representative- Wyoming). Tom Foran- Pike, is also a voting member representing PSACA in PSAECO. Judy covered several topics including, SB8445 in regards to Treasurers fees for credit cards and SB1099 that allows the county commissioners to do away with the offices of tax collectors in their counties. She also updated the group on the progress of updating the county voting machines, domestic violence law changes, and the Coroners rights to protect individual’s health information.

Committee Reports:

AUDIT COMMITTEE: Peggy Heller- Clinton, Sue Leonard- Clarion, and Louise Fedora- Forest, were members of the committee. Laura Cunningham- Juniata reported for the committee. Cunningham reported that 2016-2017 Treasurers records were audited and everything was in order. Kathy McMahon- Elk made a motion to accept the audits as written and Judy Shupp- Wyoming seconded the motion. The motion passed unanimously. The audits are made part of these minutes.

BUDGET COMMITTEE: Judy Shupp- Wyoming, Susan Dabbs- Somerset, and Tom Foran- Pike
Tom Foran- Pike presented on behalf of the committee proposing the following changes reflected in the 2019 budget:

- Addition of a \$300 stipend for the position of Deputy Secretary
- Increased travel reimbursements line item from \$2,300 to \$2,800 to cover e-board expenses
- Add an additional \$10,000 into the legal fund immediately

Ken Jackman- Columbia made a motion to approve the budget for 2019 as written; Pauline Klientop-Potter seconded the motion. The motion passed unanimously.

NOMINATING COMMITTEE: Diana Perry- Crawford, Robin Horne- Huntingdon, Nancy Phelan- Juniata, Carolyn Mealy- Forest, were members of the committee:

The Nominating Committee presented the following slate of officers to be elected for 2019:

President:	Michelle Crowell	Clinton
Vice President:	Sue Leonard	Clarion
Executive Board:	Diana Perry	Crawford
	Luther (Luke) Black	Columbia
	Carla Komar	Wayne

Peggy Heller- Clinton made a motion to close the nomination and it was seconded by Rick Hutley- Warren. The motion passed unanimously. President Anstine called for a vote to act on the slate of officers as proposed. Tom Foran- Pike made a motion to approve the slate as presented; Kathy Schloesser- Wayne seconded the nomination. The motion passed unanimously.

POLICY & BY-LAWS COMMITTEE: Richard Suraci- Susquehanna, Kathy Schloesser-Wayne, Luther Black-Columbia, were members of the committee:

Luther Black- Columbia presented the proposed changes with Solicitor Shank. The bylaws updates were to add the position of Deputy Secretary as an officer. The changes were presented as follows:

- Amend Article 5 Section 1 and Section 2 to add the position of Deputy Secretary.
- Amend Article 6 to add "Duties of the Deputy Secretary" as follows; "The duties of the Deputy Secretary shall include but not be limited to the following; To serve as the Chair of the Continuing Education Committee, to process all qualifications with the Commonwealth to obtain status to report continuing education, arrange programs for credit for the membership, and to maintain records of such reporting for no less than 5 years. And any other duties as appointed by the President."

Sue Leonard-Clarion made a motion to accept the changes to articles 5 and 6 as written and Diana Perry-Crawford seconded the motion. The motion passed unanimously.

An update to Article 10 was also presented to increase the not to exceed limit from \$12,000 to \$30,000 for the legal fund effective immediately and also to remove the sentence; "This fund shall receive up to \$50.00 per Auditor from the annual registration fee to maintain the fund at \$12,000." Missi Strub- Pike make a motion to accept these changes to Article 10 as written, Susan Dabbs- Sommerset seconded the motion. The motion passed unanimously.

CONTINUING EDUCATION COMMITTEE: Deputy Secretary McMahon reported that all information required by the state to create the continuing education credits program was submitted to the state on September 7, 2018. She reported that the state committee is to meet on October 2nd to make a decision on the approval of our program. Despite the pending approval, everything is in place for the continuing education program to go forward at this convention pending the approval of the state board.

She reported that there will be a sign in sheet at every session. If you want continuing education credits, you must sign in, stay for the hour, and complete an evaluation to receive continuing education credits. Certificates will come in the mail after convention if our program is approved by the state.

Presidents Report/E-Board Report:

Solicitor's Contract Renewal- the Solicitors agreement for the 2018-2019 term was voted on and approved (with a \$5,000 per year retainer) in the e-board meeting on September 30, 2018.

President Anstine proposed to give a retroactive stipend to Kathy McMahon, Deputy Secretary in the amount of \$300 for 2018. Luther Black- Columbia made a motion to grant the stipend and Peggy Heller- Clinton seconded the motion. The motion passed unanimously.

President Anstine reported that Treasurer Perry is resigning effective today. She announced that Chris Seeley- Crawford, has been appointed to replace Treasurer Perry. President Anstine also reported that Secretary Bristol will be resigning at the end of 2018 and anyone interested in filling the position of Secretary should contact her.

Solicitors Report: Solicitor Shank covered topics including the County Code re-write, Solicitors for the offices of auditors, and auditing hotel tax at private businesses, and closing out Tax Collectors accounts.

His complete report and a Commonwealth Court decision regarding hotel tax is attached and made part of these minutes.

New Business:

- **Convention 2019:** Elk?
- **Convention 2020:** It's not too soon to start thinking!

The e-board finds speakers for the convention. The host committee's responsibilities include organizing the hotel, activities, and meals.

Convention Booklet: Carol Manbeck, Union, did an excellent job again putting together the convention booklet!

The business meeting was adjourned at 11:56 a.m., the motion was made by Sue Leonard- Clarion and seconded by Luther Black-Columbia . The motion passed unanimously.

On Thursday October 4, 2018, President Miriam Anstine announced that several appointments had been made since the closing of the business meeting. The appointments are as follows:

- Christopher Seeley, Secretary (effective 1/1/2019)
- Judy Shupp, Treasurer (effective immediately)
- Gary O'Korn, Alternate PSAECO Representative (effective immediately)

The 2018 Convention was adjourned at 8:30am on Thursday October 4, 2018 by President Miriam Anstine. Tom Foran- Pike made the motion to adjourn and it was seconded by Rodman Ralston- Columbia. The motion passed unanimously.