



MACA REPORTER

A Publication of the Missouri Association for Court Administration

VOLUME XXVIII

SPRING, 1996

1995-1997 MACA OFFICERS

PRESIDENT

Nancy Morr, Chesterfield

PRESIDENT-ELECT

Lisa Westfall, Branson

VICE-PRESIDENT

Helen Eidson, Osage Beach

SECRETARY

Jammy Brandes, Boonville

TREASURER

Shara Meyer, Columbia

PAST PRESIDENT

Lisa Thomson, Jennings

SENIOR ADVISORS

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REGION I

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REGION II

Linda Renz, Avondale

REGION III

REGION IV

Shea J. Stafford, Cape Girardeau

REGION V

Sheila H. Swaffar, Joplin

OFFICERS (Continued)

REGION VI

Glenda Atkinson, Cameron

REGION VII

Cindy Spaulding, Fayette

REGION VIII

Andrea Holland, Sullivan

REGION IX

Kim Traynor, Branson

REGION X

Rita Bovinett, Dellwood

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EDITOR'S NOTE

Please address correspondence for MACA Reporter to:

Shara Meyer
Columbia Municipal Court
600 East Broadway
Columbia, MO 65201

or fax: 314-874-7533



WELCOME!

These are new members as of 3/22/96. If your name does not appear, check the next newsletter. New members who have joined MACA since the previous newsletter are:

Kim S. Arth, Greenwood, Region 2
Terry Bales, Breckenridge Hills, Region 1
Dorothy Barks, Poplar Bluff, Region 10
Robin Beck, Springfield, Region 9
Sheila Bodine, Springfield, Region 9
Brenda Calbert, Region 9
Patricia Chandler, Louisiana, Region 3
Jennifer Chrisophene, Lexington, Region 7
Jewell David, St. Joseph, Region 6
Jenny Glass, Hamilton, Region 6
Melva Gressley, Aurora, Region 5
Sherry Jenkins, Poplar Bluff, Region 10
Julie Johnson, Pierce City, Region 5
Betty Jones, Springfield, Region 9
Maureen Jones, Rock Port, Region 6
Rowena Jones, Country Club Hills, Region 1
Diana Krosnicki, Bel-Nor, Region 1
Wanda Logan, Springfield, Region 9
Colette Long, Springfield, Region 9
Angela Mahan, Springfield, Region 9
Joan Martinez, Springfield, Region 9
Colleen Massey, Manchester, Region 1
Eleanor Meyer, Cool Valley, Region 1
Doug McMillan, Glasgow, Region 7
Linda Ogan, Springfield, Region 9
Collene Padene, St. Joseph, Region 6
Melissa Pitzer, Curryville, Region 3
Ina Prebianca, St. James, Region 8
Pamela Sherrell, Dixon, Region 8
Pamela Shrout, Buckner, Region 2
Kelly Streeby, St. Joseph, Region 6
Deana Teaque, Poplar Bluff, Region 10
Erica Thomas, Charlack, Region 1
Ricky Thompson, Springfield, Region 9
Rebecca Todd, Smithville, Region 2
Carol Wheat, Lee's Summit, Region 2

CERTIFICATION QUESTIONS??

Aimee Klimczak, our University liaison, is now working with the Missouri Institute for Executive Development Monday through Thursday from 8:00 AM to 4:00 PM. You may call her between those hours at (314) 882-4803 with certification questions.

CLERKS RECENTLY CERTIFIED

The following clerks were certified at the March MACA Board Meeting. This brings the total number of certified clerks in MACA to 80. Congratulations to all! Next date for certification applications is October 1, 1996.

Ida Brown
Donna Daniel
Jenelle Fresh
Joyce Henson
Marcia Hoekel
Carla Hoerrmann
Patricia Markham

Gerry Mazzuca
Rebecca Noel
JoAnn Raef
Cheri Reisch
Paula Robinson
Bonnie Smith

Happy Birthday!!

Happy Birthday to the following members whose birthdays are celebrated in April, May, or June.

APRIL

2-Sharon Vincent, Richmond Heights
3-Norma Perkins, Smithton
4-Cindy Stranghoener, Owensville
19-Jerrilyn Eberhart, Berkeley

MAY

24-Lisa Brown, Knob Noster
30-Mary Hoover, Byrnes Mill

JUNE

3-ShaConda Frye, Maplewood
4-Mary Jane Burr, Fordland
23-Nancy Kinsey, Columbia

YEARLY EXPENSE REPORT

In this month's MACA Reporter is the 1995 yearly expense report. This report was to have been published in the January Reporter, but was overlooked. Please excuse the appearance, it was pieced together (literally) from the current treasurer's reports and the past treasurer's reports. AND, be sure to get a magnifying glass before attempting to read!

--ATTENTION REGION I MEMBERS--

Since this year's social at the Lake is being put on by Region I, volunteers are needed to make it a big success.

Please call Pat Siekerman at 343-1007, or Lisa Thomson at 385-4670 to volunteer a little of your time for alot of fun!

1996 CONFERENCE INFORMATION

If you have not already made your room reservations, you may be too late. Alternative lodging include Howard Johnson's and Arrowhead Lodge. Check Lake listings for others.

For those of you who already have your reservations, the Lodge has now informed us that they will accept a City check and tax exempt letter at time of check out! DO NOT ATTEMPT TO PAY WITH TAX EXEMPT LETTER AND A PERSONAL CHECK.

If you have not received your Conference brochure, please contact Aimee Klimczak at the University of Missouri at 573-882-4803, Monday thru Thursday, 8:00 AM to 4:00 PM.

1996 ELECTIONS

Elections will be held at the Annual Conference for Regional Directors for regions 2, 4, 6, 8, and 10. If you are interested in running for your region, please submit your Declaration of Candidacy no later than April 30, 1996 (Declaration found elsewhere in the Reporter) to Lisa Thomson, Court Administrator, Jennings Municipal Court, 7005 Florence Avenue, Jennings, MO 63136

MACA pays \$25.00 travel allowance and up to \$25.00 for lodging for each Board meeting. Please give this serious consideration, your interest is deeply appreciated.

1996 MEMBERSHIP DUES

If you have not submitted your dues for 1996, please do so as soon as possible. This information is used to format the MACA Directory which will be updated and distributed at the Annual Conference. Membership applications can be found in the last two MACA Reporters. For additional information, please contact Shara Meyer at 573-874-7232.

PROPOSED AMENDMENTS TO MACA BY-LAWS

At the 1996 Annual Conference, a number of proposed amendments are being recommended for the MACA by-laws. These are located elsewhere in the MACA Reporter. Please look over these by-laws carefully so that you may make an informed decision come election time.

BULLETIN BLOOPERS

Believe it or not, the following actually appeared in various church bulletins.

1. Don't let worry kill you - Let the Church help.
2. Thursday night- Potluck supper. Prayer and medication to follow.
3. At the evening service tonight, the sermon topic will be "What is Hell?" Come early and listen to our choir practice.
4. Tuesday at 4:00 PM there will be an ice cream social. All ladies giving milk will please come early.
5. For those of you who have children and don't know it, we have a nursery downstairs.
6. This being Easter Sunday, we will ask Mrs. Lewis to come forward and lay an egg on the altar.

MARCH BOARD MINUTES

In accordance with MACA By-laws, the following is a brief synopsis of the last MACA Board Meeting:

The Missouri Association for Court Administration met on March 8 and 9, 1996, at the Lodge of Four Seasons, Lake Ozark, Missouri. The meeting was called to order by the president, Nancy Morr. Roll call was answered by: Rita Bovinett, Sheila Swaffar, Shara Meyer, Jenea Stafford, Jammey Brandes, Lisa Westfall, Andrea Holland, Glenda Atkinson, Helen Eidson, Linda Renz, Pat Sieckerman, and Mary Ann McGrail. Not present were: Kim Traynor, Lisa Thomson and Cindy Spaulding.

Minutes from the January board meeting were read, amended and then approved. The treasurer's report was given showing a balance in the checking account of \$16,534.05 plus a \$5,000.00 certificate of deposit. Committee reports were given.

Final plans were made for the annual conference. Letters will be sent to host/hostess. Directors were reminded of the adopt-a-clerk program. Each director is to have at least five "seasoned" clerks to pair with new clerks. All speakers have been confirmed. The Board decided to sell can coolers for \$2.00 and cooler bags for \$5.00 or you can purchase both for \$6.00. Two sizes of iron-on transfers will be sold for \$1.00 each. CCA pins will also be on sale for \$5.00.

Discussion on purchasing a new tape recorder for the secretary. The one currently being used does not pick up very well. A motion was made, seconded, and carried to purchase a tape recorder with the cost not to exceed \$200.00. Jenea and Shara will check retailers for the best price.

The President reported that she will not be able to attend the NACM conference in July. The president-elect, Lisa Westfall, will be attending in her place.

Meeting adjourned.

BIRTHDAY SURVEY

You can still submit your name for inclusion in the birthday announcements. Please fill out the information below and mail or fax to the editor.

NAME _____

CITY _____

BIRTHDATE _____

HAPPY ANNIVERSARY!!

In last month's MACA Reporter, we recognized those members who have been belonged to MACA for ten years. This month we want to recognize those members who joined in 1991. If I missed anyone, please let me know.

Penny Berry
Joan Boyles
Rachel Cook
Dianne Downey
Linda Eckerle
Cindy Elliott
Gail Foley
Mary Hoover
Nancy Lamping
Bobbie McQuarter

Shara Meyer
Susan Petty
Marcella Porter
Trudy Reason
Adrienne Renton
Alberta Talken
Bonnie Thomas
Glenda Wasson
Cheryl Whitesell

"An optimist laughs to forget; a pessimist forgets to laugh."
--Tom Nansbury



MISSOURI ASSOCIATION FOR COURT ADMINISTRATION

Established 1986

DECLARATION OF CANDIDACY

This is an election year for all even-numbered Regional Directors. Elections are open to all Active Members of the Missouri Association for Court Administration. An Active Member must have their 1996 annual dues paid on or before the Annual Conference in May. No other membership class may run for or hold a position on the Board of Directors.

THIS DECLARATION MUST BE RECEIVED BY APRIL 30, 1996 BY THE NOMINATIONS COMMITTEE CHAIRPERSON.

Please send this Declaration of Candidacy, along with any other materials you feel are relevant to:

Lisa Thomson, Nominations Chairperson
Court Administrator
Jennings Municipal Court
7005 Florence Ave.
Jennings, Mo. 63136

- _____ Region II
- _____ Region IV
- _____ Region VI
- _____ Region VIII
- _____ Region X

I hereby declare my candidacy for the above position of Director for the Board of Directors. I am an Active Member of MACA and will uphold the integrity of the office of which I am seeking. I will be available for an informal interview with the Nominations Committee on May 20, 1996 (Monday) in the afternoon hours at the Lodge of Four Seasons.

Name (Signature)

Date

Court

Years in Position

City, Zip Code

Area Code, Phone Number

DECLARATION OF CANDIDACY (CONTINUED)

Please answer briefly, the following questions:

What I feel my qualifications are for the position:

I will be able to attend four MACA Board Meetings a year, and also attend the Annual Conference held in May:

I have been a member of MACA for _____ years.

I believe in the Code of Ethics for MACA _____

Please list any other reasons or accomplishments that you feel would help you in the position on the Board of Directors:

Please feel free to attach a resume or any other materials that you would like to accompany your declaration.



Supreme Court of Missouri
P. O. Box 150
Jefferson City, Mo. 65102

CHAMBERS OF
JOHN C. HOLSTEIN, CHIEF JUSTICE

(314) 751-1004

December 4, 1995

GENERAL CALL TO CONFERENCE

WHEREAS, this Court deems it important to the administration of justice for judges of courts having original jurisdiction of ordinance violations and statutory and ordinance traffic violations to meet to consider Supreme Court rules and case decisions to improve procedures in the courts, and to exchange ideas with respect to the administration of justice and of the courts, and

WHEREAS, this Court has adopted Rule 18, making it mandatory for lawyer judges and nonlawyer judges to complete certain hours of judicial education on an annual basis, and

WHEREAS, the Missouri Municipal and Associate Circuit Judges' Association, in cooperation with the Missouri Division of Highway Safety, will conduct a Missouri Courts Conference at the Lodge of the Four Seasons, Lake Ozark, Missouri, on May 22, 23, and 24, 1996, and

WHEREAS, the Missouri Association for Court Administration will conduct its annual conference at the Lodge of the Four Seasons between May 20 and May 24, 1996;

NOW THEREFORE, I do support the work of said organizations and encourage the attendance of all judges and court administrators of those courts having original jurisdiction of ordinance violations and statutory and ordinance traffic violations to attend such conference.


JOHN C. HOLSTEIN
Chief Justice

MEMO

To: Missouri Association of Court Administration
 From: William Schneider
 Subject: Review of Financial Accounts
 Date: February 21, 1996

The annual financial review of the Missouri Association of Court Administration is submitted for your information and compliance as of December 31, 1995.

I believe the data as presented is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial activity of its various accounts and balances. The Balance Sheet and the recap of the Income & Expense Statement are outlined on the following pages

Sincerely,


 William Schneider
 Auditor

INCOME & EXPENSE FOR CALENDER YEAR	
Income	\$14,272.50
Dues	\$17,872.10
Conference Fees	\$230.00
Promotional Fees	\$1,300.00
Vendor Fees	\$1,160.00
Plaque Reimbursement	\$413.72
Interest	
Total Income	\$35,248.32
EXPENSE	
10-0100 Executive Board	
1 Lodging	\$1,158.97
2 Travel	\$1,100.00
3 Meals	\$788.42
4 Photo Allotment	\$27.68
5 Supplies	\$1,303.77
6 Subscriptions	\$69.82
16 Presidential Expense	\$815.24
19 Dues Reimbursement	\$52.50
20-0200 Annual Meeting	
8 Conference Expense	\$18,414.19
11 New Clerk/MACA	\$125.00
50-0400 New Clerks Seminar	
1 Lodging	\$44.88
2 Travel	\$10.00
3 Meals	\$514.30
5 Supplies	\$428.66
10-0500 Newsletter/Publications	
5 Supplies	\$961.07
14 Typesetting	\$204.20
15 Promotional/Calendars	\$341.37
10-0700 Regional Training/Development	
5 Supplies	\$84.72
10-0800 Committees	
5 Supplies	\$129.00
Total	\$26,571.78
INCREASE FOR YEAR	\$8,676.53

MISSOURI ASSOCIATION FOR COURT ADMINISTRATION

Checkbook Register
Disbursements
01/01/95 to 12/31/95

Date	Check#	Acct#	Payee	Credits	Debits	Balance
			BEGINNING BALANCE			8097.80
01/01/95		0010	DEPOSIT - 1995 DUES	2975.00		11072.80
01/01/95		0010	DEPOSIT - 1995 DUES	980.00		12052.80
01/01/95	800	0100-01	HELEN EIDSON - Jan Bd Mtg-bodging -trav		19.00	12033.80
01/01/95	801	0100-01	ANNA DAVIS - Jan Bd Mtg-bodging -trav		25.00	11998.80
01/01/95	802	0100-01	SHEA STAFFORD - Jan Bd Mtg-bodging -trav		19.00	11979.80
01/01/95	803	0100-01	SHARA MEYER - Jan Bd Mtg-bodging -trav		25.00	11954.80
01/01/95	804	0100-01	LINDA RENZ - Jan Bd Mtg-bodging -trav		19.00	11935.80
01/01/95	805	0100-01	PAT SIEKERMAN - Jan Bd Mtg-bodging -trav		19.00	11916.80
01/01/95	806	0100-01	NANCY MORR - Jan Bd Mtg-bodging -trav		19.00	11897.80
01/01/95	807	0100-01	MARY ANN MCGORAIL - Jan Bd Mtg-bodging -trav		19.00	11878.80
01/01/95	808	0100-01	NEWSLETTER-POSTAGE		25.00	11853.80
01/01/95	809	0100-01	POSTAGE-MISC		8.00	11845.80
01/01/95	810	0100-01	NEWSLETTER-TYPING		35.00	11810.80
01/01/95	811	0100-01	NEWSLETTER-POSTAGE		6.00	11804.80
01/01/95	812	0100-01	NEWSLETTER-POSTAGE		19.00	11785.80
01/01/95	813	0100-01	NEWSLETTER-POSTAGE		25.00	11760.80
01/01/95	814	0100-01	NEWSLETTER-POSTAGE		19.00	11741.80
01/01/95	815	0100-01	NEWSLETTER-POSTAGE		19.00	11722.80
01/01/95	816	0100-01	NEWSLETTER-POSTAGE		3.17	11719.63
01/01/95	817	0100-01	NEWSLETTER-POSTAGE		92.00	11627.63
01/01/95	818	0100-01	NEWSLETTER-POSTAGE		35.00	11592.63
01/01/95	819	0100-01	NEWSLETTER-POSTAGE		8.00	11584.63
01/01/95	820	0100-01	NEWSLETTER-POSTAGE		19.00	11565.63
01/01/95	821	0100-01	NEWSLETTER-POSTAGE		25.00	11540.63
01/01/95	822	0100-01	NEWSLETTER-POSTAGE		19.00	11521.63
01/01/95	823	0100-01	NEWSLETTER-POSTAGE		3.17	11518.46
01/01/95	824	0100-01	NEWSLETTER-POSTAGE		92.00	11426.46
01/01/95	825	0100-01	NEWSLETTER-POSTAGE		35.00	11391.46
01/01/95	826	0100-01	NEWSLETTER-POSTAGE		8.00	11383.46
01/01/95	827	0100-01	NEWSLETTER-POSTAGE		19.00	11364.46
01/01/95	828	0100-01	NEWSLETTER-POSTAGE		25.00	11339.46

Check#	Acct#	Payee	Credits	Debits	Balance
01/01/95	829	0100-01	NEWSLETTER-POSTAGE		11314.46
01/01/95	830	0100-01	NEWSLETTER-POSTAGE		11289.46
01/01/95	831	0100-01	NEWSLETTER-POSTAGE		11264.46
01/01/95	832	0100-01	NEWSLETTER-POSTAGE		11239.46
01/01/95	833	0100-01	NEWSLETTER-POSTAGE		11214.46
01/01/95	834	0100-01	NEWSLETTER-POSTAGE		11189.46
01/01/95	835	0100-01	NEWSLETTER-POSTAGE		11164.46
01/01/95	836	0100-01	NEWSLETTER-POSTAGE		11139.46
01/01/95	837	0100-01	NEWSLETTER-POSTAGE		11114.46
01/01/95	838	0100-01	NEWSLETTER-POSTAGE		11089.46
01/01/95	839	0100-01	NEWSLETTER-POSTAGE		11064.46
01/01/95	840	0100-01	NEWSLETTER-POSTAGE		11039.46
01/01/95	841	0100-01	NEWSLETTER-POSTAGE		11014.46
01/01/95	842	0100-01	NEWSLETTER-POSTAGE		10989.46
01/01/95	843	0100-01	NEWSLETTER-POSTAGE		10964.46
01/01/95	844	0100-01	NEWSLETTER-POSTAGE		10939.46
01/01/95	845	0100-01	NEWSLETTER-POSTAGE		10914.46
01/01/95	846	0100-01	NEWSLETTER-POSTAGE		10889.46
01/01/95	847	0100-01	NEWSLETTER-POSTAGE		10864.46
01/01/95	848	0100-01	NEWSLETTER-POSTAGE		10839.46
01/01/95	849	0100-01	NEWSLETTER-POSTAGE		10814.46
01/01/95	850	0100-01	NEWSLETTER-POSTAGE		10789.46
01/01/95	851	0100-01	NEWSLETTER-POSTAGE		10764.46
01/01/95	852	0100-01	NEWSLETTER-POSTAGE		10739.46
01/01/95	853	0100-01	NEWSLETTER-POSTAGE		10714.46
01/01/95	854	0100-01	NEWSLETTER-POSTAGE		10689.46
01/01/95	855	0100-01	NEWSLETTER-POSTAGE		10664.46
01/01/95	856	0100-01	NEWSLETTER-POSTAGE		10639.46
01/01/95	857	0100-01	NEWSLETTER-POSTAGE		10614.46
01/01/95	858	0100-01	NEWSLETTER-POSTAGE		10589.46
01/01/95	859	0100-01	NEWSLETTER-POSTAGE		10564.46
01/01/95	860	0100-01	NEWSLETTER-POSTAGE		10539.46
01/01/95	861	0100-01	NEWSLETTER-POSTAGE		10514.46
01/01/95	862	0100-01	NEWSLETTER-POSTAGE		10489.46
01/01/95	863	0100-01	NEWSLETTER-POSTAGE		10464.46
01/01/95	864	0100-01	NEWSLETTER-POSTAGE		10439.46
01/01/95	865	0100-01	NEWSLETTER-POSTAGE		10414.46
01/01/95	866	0100-01	NEWSLETTER-POSTAGE		10389.46
01/01/95	867	0100-01	NEWSLETTER-POSTAGE		10364.46
01/01/95	868	0100-01	NEWSLETTER-POSTAGE		10339.46
01/01/95	869	0100-01	NEWSLETTER-POSTAGE		10314.46
01/01/95	870	0100-01	NEWSLETTER-POSTAGE		10289.46

IRUNNIE S' THROUDER - newaddr typsetting
CREATIVE PROMO PLUS - CCA - newaddr prototype
WOLTMAN TRAPHY CO - newaddr plaque
CITY OF DELLOWOOD - member cert. postage
NANCY MORR - Mar Bd Mtg-bodging
MARY ANN MCGORAIL - Mar Bd Mtg-bodging
LISA WESTFALL - Mar Bd Mtg-bodging
US POST OFFICE - newaddr postage (VOIDED)
AUXVASSE POLICE CT. - D. Parcel dues refund/reinstated
AMERICAN JUDICATURE SOC. - video case.
VISA CREDIT - bodging 1B-418 testimony
DEPOSIT - 1995 DUES
MARCIH INTEREST
UNIV OF Mo-conf. reg. New Clerks Grant (J. Wiener)
SHARA MEYER - new region copier/postage
CITY OF DELLOWOOD - newaddr postage
CHECK #816 VOID
LODGE FOUR SEASONS - Mar Bd Mtg-meal
MO STATE CREDIT UNION - VISA - Pres exp-Cape region-bodging
DEPOSIT - 1995 DUES
DEPOSIT - 1995 DUES
UNIV OF Mo-plaque reimbursement
LISA WESTFALL - social comm conf. supplies
APRIL INTEREST
WM. F. FOSSHAGE CO - SEMOMACA gavel
HENRY BRANDT WAREHOUSE - social conf supplies
J.C. PENNEY'S - gift cert./bingo prize conf.
DICK'S 5 & 10 - social conf. supplies
DEPOSIT - 1995 DUES
TRIPLE 5 TROPHIES - social conf. supplies
HENRY BRANDT WAREHOUSE - social conf. supplies
SUPER STOP - lottery tickets-social/conf
SIR SPEEDY - vendor info copier/conf
VENDOR FEES (12 vendors)
LISA WESTFALL - social applicat/conf
SHEA STAFFORD - conf tips
RITA BOVINETT - plaque trip/postage
MAY ANN MCGORAIL - newaddr comm/postage
WOLTMAN CO - Office plaque
LISA THOMSON - conf tips
LINDA RENZ - regional supplies/copies
NANCY MORR - conf tips
ROADRUNNER PHOTOS - business comm/conf photos
LISA WESTFALL - conf tips/social
DEPOSIT - 1995 DUES
DEPOSIT - 1 vendor
DEPOSIT - 1995 DUES
DEPOSIT - Univ of Mo-plaque reimburse
MAY INTEREST
MO STATE CREDIT UNION VISA - Pres awards
DEPOSIT - 1995 DUES
CITY OF DELLOWOOD (Postage)
AMSTERDAM PRINTING (Calendars)
RITA BOVINETT (June Meeting)
HELEN EIDSON (June Meeting)
Lodging
SHARA MEYER (June Meeting)
Lodging
Lodging
Travel

Date	Account No.	Description	Amount	Balance
06/21/95	871	SUELLA SHAYFAH (June Meeting)	22.00	11140.28
		Lodging	25.00	11115.28
06/21/95	872	LISA WESTFALL (June Meeting)	18.50	11096.78
		Lodging	35.00	11071.78
		Travel	8.50	11070.93
		MO Trans. Exp.	4.50	11066.43
06/21/95	873	PAT SIKERMAN (June Meeting)	19.50	11046.93
		Lodging	25.00	11021.93
		Travel	19.50	11002.43
06/21/95	874	ANDREA HOLLAND (June Meeting)	19.50	10982.93
		Lodging	25.00	10957.93
06/21/95	875	GLENDA ATKINSON (June Meeting)	19.50	10938.43
		Lodging	25.00	10913.43
		Travel	19.50	10893.93
06/23/95	876	KIM TRAYNOR (June Meeting)	19.50	10874.43
		Lodging	5.86	10868.57
06/23/95	877	SHARA MEYER (June Meeting)	22.00	10846.57
		Cassette tapes - Reimbursement	25.00	10821.57
06/23/95	878	SHEA STAFFORD (June Meeting)	22.00	10800.57
		Lodging	28732.67	17872.10
07/06/95	879	DEPT. OF TOUR SEASONS	13929.59	14803.08
06/23/95	880	MARY ANN MCGRAIL (June Meeting)	22.00	14581.08
		Lodging	19.50	14561.58
		New Clerks Training Supplies (Advance)	35.00	14526.58
06/23/95	881	NANCY MOHR (June Meeting)	116.54	14420.04
		Lodging	81.70	14338.34
		Hotel Belleville (June Meeting)	46.86	14291.48
06/23/95	882	Postage (small certificates)	31.83	14259.65
06/30/95	883	Supplies (labels, binders)	17.50	14242.15
07/10/95	884	DEPOSIT (Mag)	201.88	14040.27
08/02/95	885	DEPOSIT (Mag)	4.85	14035.42
08/02/95	886	DEPOSIT (Mag)	12.00	14023.42
08/03/95	887	DEPOSIT (Mag)	27.40	14006.02
08/03/95	888	DEPOSIT (Mag)	9.95	14026.07
08/03/95	889	DEPOSIT (Mag)	19.98	14046.05
08/03/95	890	DEPOSIT (Mag)	35.89	14071.94
08/11/95	891	MAIL BOXES, ETC.	104.24	13967.70
08/11/95	892	Supplies (Hostess Packets-Conf.)	5.58	13962.12
08/16/95	893	Postage (Newsletters)	67.00	13895.12
08/17/95	894	DEPOSIT (Mag)	21.31	13916.43
08/17/95	895	DEPOSIT (Mag)	35.00	14271.43
08/24/95	896	DEPOSIT (Mag)	17.50	14253.93
08/24/95	897	DEPOSIT (Mag)	81.70	14172.23
08/28/95	898	DEPOSIT (Mag)	275.00	14447.23
09/05/95	899	DEPOSIT (Mag)	400.00	14847.23
09/20/95	900	DEPOSIT (Mag)	21.49	14868.72
09/23/95	901	DEPOSIT (Mag)	30.09	14898.81
09/23/95	902	DEPOSIT (Mag)	35.00	15010.51
10/02/95	903	DEPOSIT (Mag)	375.00	15385.51
10/02/95	904	DEPOSIT (Mag)	18.59	15366.92
10/02/95	905	DEPOSIT (Mag)	27.71	15339.21
10/02/95	906	DEPOSIT (Mag)	49.90	15289.31
10/02/95	907	DEPOSIT (Mag)	17.50	15271.81
10/13/95	908	DEPOSIT (Mag)	25.00	15246.81
10/13/95	909	DEPOSIT (Mag)	8.49	15238.32
10/13/95	910	DEPOSIT (Mag)	25.00	15213.32
10/13/95	911	DEPOSIT (Mag)	7.52	15195.80
10/13/95	912	DEPOSIT (Mag)	25.00	15170.80
10/13/95	913	DEPOSIT (Mag)	23.88	15146.92
10/13/95	914	DEPOSIT (Mag)	13.73	15133.19

GRANNY'S GOURMET
 Meals-New Clerks Training
 CHEZ MONET
 Meals-New Clerks Training
 MO POLICE CHIEFS ASSOCIATION
 Certificates for New Clerks Training
 VOID - VOID ***
 SHARA MEYER
 Travel-October
 HELEN RIDSON
 Travel-October
 PAT SIKERMAN
 Lodging-October
 Travel-October
 NANCY MOHR
 Lodging-October
 Travel-October
 LISA THOMSON
 Lodging-October
 Travel-October
 JANUARY BRANDS
 Lodging-October
 Travel-October
 MARY ANN MCGRAIL
 Lodging-October
 Travel-October
 SHARA MEYER
 Travel-October
 New Clerks Supplies
 RITA ROVINETT
 Travel-October
 Travel-New Clerks Training
 Lodging-New Clerks Training
 Supplies-New Clerks Training
 SHARA MEYER
 Lodging-October
 Travel-October
 CINDY SPAULDING
 Travel-October
 LINDA REH
 Lodging-October
 Travel-October
 NO STATE CREDIT UNION
 NACH Conference-Heals
 DEPOSIT
 Membership Dues
 INTEREST EARNED
 70.00
 CITY OF SNTWON
 Membership Dues
 *KATHY PALLADIO
 Reimburse 1/2 Membership Dues
 MAIL BOXES, ETC.
 Postage - Fall Newsletter
 CITY OF COLUMBIA
 Printing - MACA Reporter
 Printing - Our Expense Report Form
 Meal October Board Meeting
 Copies - Bd. Meeting - Aimes
 CITY OF COLUMBIA
 Office Supplies - Membership
 MAIL CENTER FOR STATE COURTS
 MAIL DELIVERY FOR STATE COURTS
 ACCENT PRIZES
 Publications - Library
 Letterhead/envelopes
 SHARA MEYER - Membership Drive
 NO STATE CREDIT UNION
 Finance Charge
 DEPOSIT
 Membership Dues
 CLEAR PRINTING, INC.
 Inventory Labels
 ACCENT PRIZES
 INTEREST EARNED
 DEPOSIT
 Membership Dues
 910.00
 18.14
 17.50
 13827.15
 13845.29
 13827.79
 13810.29
 68.25
 13762.04
 144.20
 13577.24
 20.60
 214.76
 15.30
 13367.18
 34.43
 13312.75
 15.00
 13286.75
 11.00
 13275.75
 171.69
 14942.63
 8.52
 14934.11
 2.78
 14931.33
 13661.33
 182.90
 15458.43
 47.75
 15410.68
 15428.30
 16583.50
 17.82
 1155.00

Respectfully submitted,
Shara Meyer
 Shara Meyer, NCV Treasurer
 3/22/96

PROPOSED AMENDMENTS TO THE MACA BY-LAWS

Respectfully submitted by the By-Law committee
Andrea Holland, Chairperson

Amendment #1

Article I: Name

to add INC to the Missouri Association for Court Administration. (Due to the fact of our incorporation status).

Amendment #2

Article II: Purpose

Currently: The purpose of this association shall be to promote the art and science of Court Administration through:

Changed to: The purpose of this association shall be to define, ~~education~~ ^{educate} and achieve the art and science of Court Administration through:

Amendment #3

Article III: Membership

Currently : No member may be elected to office unless the current year's dues are paid on or before the Annual Meeting. No member may cast a vote at the Annual Meeting unless the current year's dues are paid on or before the Annual Meeting

Changed to: No member may be elected to office unless the current year's dues are paid on or before May 1st. No member may cast a vote at the Annual Meeting unless the current year's dues are paid on or before May 1st.

Amendment #4

Article IV: Officers

Currently: list includes President-Elect
Vice President

Changed to: Delete both officers and replace with Vice-President Elect

General Statement: Should this amendment pass any mention of President-Elect and/or Vice President throughout this document would be replaced with Vice-President Elect. Also any discussion regarding the numbers of the Executive Board would reflect the change from six (6) to five (5) officers.

Amendment #5

Article IV: Officers

Delete Sections 4 & 5 in their entirety , replace and renumber remaining sections.

Add: Section 4. Vice-President Elect

It shall be the duty of the Vice-President Elect to assist the President in the discharge of his/her duties and, in the President's absence, to assume the full responsibilities of that office. The Vice-President Elect shall work with the chairperson of the membership committee on the annual membership drive and shall be Annual Meeting Chairperson. The Vice-President Elect shall

be designated Parliamentarian and shall govern all meetings of the Association consistent with these By-Laws.

Effective Date of this Amendment: May, 1997. Vice-President Elect will go into the office at the conclusion of the current Vice-President and President-Elect's two (2) year term.

Amendment #6

Article IV: Officers

Section 8: Immediate Past President

Currently: "....The Immediate Past-President shall also chair the Nomination Committee and the Past-President's committee."

Changed to: "....The Immediate Past-President shall also chair the Nomination Committee. The Immediate Past-President shall be a voting position."

Amendment #7

Article V: Executive Board

Section 1. Management

Subparagraph B

To add to the current text: The Executive Board shall be regulated by the adoption of a "Policy and Procedures" Manual. The purpose of this manual shall be to form the operating guidelines of the Executive Board. Any necessary changes to the Policy and Procedures Manual shall be done by a majority vote of the Executive Board.

Amendment #8

Article V: Executive Board

Section 2. Number

Subparagraph B.

To add to the current text: In order to be eligible to run for the office of Director, the member must work in a Court located in the region for which he/she is seeking the position as Director. If no one from a region runs for the position of Director, then that region will not be voted on in the Annual Meeting. The President will then seek a willing member within the region to fill the Director position. If there is no willing member from the region, the President will then appoint a Director from the membership to fill the position.

Amendment #9

Section V: Executive Board

Section 2. Number

Subparagraph C. (Reference to Past President's and the "Senior Advisor Board").

Delete the paragraph in it's entirety and renumber remaining paragraphs.

Amendment #10

Section V: Executive Board

Section 3. Terms

Subparagraph C.

Currently : No member of the Executive Board may serve consecutive terms of office in the same position or serve as Director in the same region....Directors may serve consecutive terms in a different region.

Changed to: No member of the Executive Board may serve consecutive terms of office in the same position, unless he/she has been appointed to fulfill the unexpired term of a vacated position. The exception to this shall be in the position of Director. Directors may serve ~~concurrent~~ terms of office should they wish to run for a second term.

(Last sentence to be deleted. See previous By-law proposed amendment.)

Consecutive
Amendment #11

Article VII: Committees

4. Education

To add the following to current text:

Subcommittee A. Certification Committee

This committee shall consist of the President, Vice-President Elect and one member of the University of Missouri. It is their duty to review the application for certification twice a year and to forward their recommendations to the Director of the Institute for Executive Development, University of Missouri, the Director will then make a final decision for approval of certification.

Subcommittee B. Continuing Certification Committee

The committee shall consist of the President and one other member of the Executive Board and one member of the University of Missouri. It is their duty to review the material submitted by the Certified Court Administrators (CCA). In order to maintain the Certification Court Administrator, you will have to do the following:

1. Be a member in good standing with MACA.
2. Complete ten (10) contact hours to continuing education.
 - a. 10 hours at the Annual Conference.
 - b. Active participation in committee meetings.
 - c. Active participation in Board meetings.
 - d. Participation in Panel Discussions at the Annual Meeting, attending DOR training sessions, OSCA training sessions, NACM, NM&ACJA and SJI training sessions.
 - e. Job related training upon approval of members from the Continuing Certification Committee.

Amendment #12.

Article VII: Committees

Addition of Committee #9. Finance Committee.

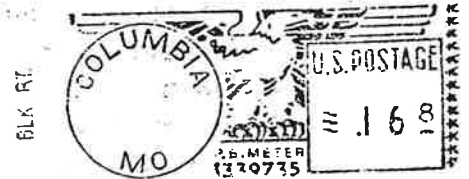
Finance Committee. It shall be the responsibility of the finance committee to oversee and review the financial obligations of the Association. The Treasurer shall be a member of the finance committee, but not the chairperson. The finance committee shall be actively involved in the development of the budget. The finance committee shall make the arrangements, with the appointment from the President, for the annual audit, which is to be done by a party outside the Association. Once the audit is complete, the finance committee will make a written report of the auditors finding for presentation to the Association.

Amendment #13.
Article VIII: Finances
Section 2: Dues
Section 3: Payment

Currently: Dues shall be paid on a calendar year basis which shall be on January 1st. Any member joining for the first time after July 1st shall pay only one-half of the annual dues. Payment shall be made by each member directly....

Changed to: Dues shall be paid on a calendar year basis which shall be on January 1st. Yearly dues are set by the membership at \$35.00. In order to be eligible to vote at the Annual Business Meeting dues must be paid by May 1st of each year. Payment shall be made by each member directly....

MISSOURI ASSOCIATION FOR COURT ADMINISTRATION
c/o Columbia Municipal Court
600 East Broadway
Columbia, Missouri 65201



Lisa K. Westfall
Court Administrator
P.O. Box 1309
Branson, MO 65615