



MACA REPORTER

A Publication of the Missouri Association for Court Administration

VOLUME 36

WINTER, 1997/98

1997-1998 MACA OFFICERS

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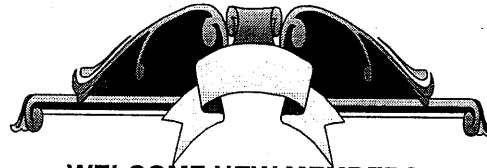
REGION X
Rita Bovinett, Dellwood

EDITOR'S NOTE

Please send any articles for the MACA Reporter to:

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

or fax: 573-874-7533



WELCOME NEW MEMBERS

New members who have joined MACA since the previous newsletter (as of January 16, 1998). If your name does not appear in this issue of the Reporter, check the next issue.

REGION 1:

Jenny House, Breckenridge Hills Municipal; Shaula McCombs & Delores McCombs, McCombs & Associates; Lesa A. Odom, Warson Woods Municipal; Tanya R. Paul, DeSoto Municipal

REGION 5:

Cindy Troutman, Duenweg Municipal

REGION 6:

Betty Wilkerson, Crystal Lakes Municipal

REGION 8:

Crystal VanHove, Summersville Municipal

REGION 9:

Nancy Burnett, Theodosia Municipal

REGION 10:

Frieda Hays, West Plains Municipal



CERTIFICATION ITEMS

If you did not get your application for certification in by the October 1st deadline, you still have until March 1, 1998. Send to:

Missouri Training Institute-UMC
1100 University Place
Columbia, MO 65211

UNIVERSITY LIAISON CHANGE

On August 20, 1997, MACA was notified that there was a change of liaisons at the University. For certification questions, you are directed to contact Sharon Reed at 573-884-6664 or 882-2860.

Also, we have been informed that the Institute for Executive Development has had a name change. They are now "Missouri Training Institute".

MEMBERSHIP APPLICATION

Enclosed in this issue of the MACA Reporter is the 1998 Membership Application form. The deadline for dues is January 31, 1998.

Please keep in mind that in order to vote at the Annual Conference, dues **must** be paid no later than May 1, 1998.

BY-LAW AMENDMENTS

Proposed by-law amendments appear elsewhere in this issue of the MACA Reporter. These items are scheduled to be voted on at the business meeting at the Annual Conference. If you have any questions concerning these by-law changes, please contact any officer or your director.



REMINDER

Just a reminder that the Board of Directors voted to set dues for retired members at \$35.00, same as regular members. If you are a retired member and would like to stay active in MACA, please mail the enclosed application for membership with your check payable to MACA.



CONFERENCE UPDATE

At the January 10 Board Meeting, the Board of Directors voted to assess a late registration fee of \$25.00 on all registrations received after May 1. Registration deadline is April 15, 1998.



REMINDER: When making your reservations with Tan-Tar-A, please notify the reservations clerk if you have special needs. Call 1-800-826-8272 for reservations.



1998 ELECTIONS

Along with voting on by-law changes, the election of directors in Regions 2, 4, 6, 8 & 10 will be held during the Conference. If you are interested in serving on the Board, please fill out the attached Declaration of Candidacy and mail to:

Pat Siekerman
Fenton Municipal Court
625 New Smizer Mill Road
Fenton, MO 63026

DEADLINE IS MARCH 1, 1998

It's better to be alone than to be in bad company. --Unknown

Leadership is the ability to hide your panic from others. --Unknown

APPLICATIONS

In this issue of the MACA Reporter, you will find a number of applications for scholarships, membership, etc.. Because of the limited space, some of these applications may be printed on the reverse side of another application. As it is not a requirement to file an original, these may be copied as needed.

* * * * *

DEVELOPING YOUR POSITIVE PERSONAL POWER

Chuck Jackson is a well known national speaker. His sincere and highly motivational delivery of the importance of self-empowerment and the projection of a positive attitude when developing your own personal power allows those in his audience the ability to bring an enormous amount of synergy to the creative table. He has delivered hundreds of lectures to local, state and national audiences. This dynamic speaker will present a motivational lecture at our 1998 conference.

FACT INFORMATION

For those clerks who reside in a city of less than 1,000 population by official census, FACT suspension is not normally an option. However, if you can send **documentation** to DOR on official city letterhead indicating that, according to city records, the population in your city is over 1,000, DOR will accept that as your official population.

For more information on FACT, please contact the Department of Revenue.

INTRODUCTION TO REGION 7

Region 7 is in the north central part of the state. It is made up of 11 counties and 5 Judicial Circuits; the 12th, 13th, 14th, 15th and 18th. The counties are Audrain, Boone, Callaway, Cooper, Howard, Lafayette, Montgomery, Pettis, Randolph, Saline & Warren.

Region 7 has a membership of 22 in MACA. We are hoping to form a local chapter with Region 8 in the near future. The overall population served by these and other court personnel not in our membership is 349,518.

Audrain County: The City of Vandalia, with a city census of 2,683. The city is located in the northeast corner of Audrain County, on Hwy. 54 east of Mexico about 28 miles. It is known for the close farming community and the Vandalia Lake and Steiner Memorial Lake and Reservoir, with the Mark Twain Lake located just 25 minutes to the northwest.

Boone County: The City of Columbia, with a city census of 76,756. The city is located at the crossroads of Hwy. 63 and I-70, about halfway between Kansas City and St. Louis. Columbia is known for the University of Missouri and the hospitals that provide care to the whole state. The City of Hallsville has a city census of 1,200 and is located north and east of Columbia about 10 minutes on Hwy. 124. We host an Annual Corvette Car Show and Cruise the 2nd Saturday of August and the Annual Heritage Days Festival is held the 2nd weekend of July. Our motto is the "Small Community with a Big Heart".

Callaway County: The City of Auxvasse with a city census of 858. The city is located north and east of Columbia on Hwy. 54 about 27 miles. The City of Holts Summit with

Region 7 continued on next page

PRESIDENT'S MESSAGE

The Board held its January meeting at Tan-Tar-A. The arrangements for the conference are nearing completion. The exciting news is that a joint dinner and social will be held with the Judges on Thursday! The Judges will have busses to bring them to Tan-Tar-A. We will have dinner with them and there will be a speaker at the meeting which allows us and the Judges to get education credit for attending the meal. The Missouri Division of Highway Safety will again be sponsoring our joint meal. After our meal, MACA will be having its annual social event. This year it will be a 50's/60's dance. The Social Committee, along with the Conference Committee has worked very hard to make all of this come together. The Judges have to finalize their plans and the evening is set! We must all appreciate the funding that Highway Safety is giving us. Their sponsorship pays \$8,000 towards the cost of the meal! That is a big chunk of money that the two Associations don't have to fund.

The Education Committee has also finalized the speakers for the conference. What an outstanding line-up! This year, MACA Board decided to put more emphasis on obtaining nationally recognized speakers. The Education Committee did an excellent job of lining up several speakers who are nationally known and speak at several functions similar to ours. This is the first time that this has been done. The conference brochure will be mailed the end of January. If you don't receive one by February, be sure to contact an Officer or Director to get your registration information. Make sure you read over the deadlines. Conference registration deadline is April 15; and a \$25.00 late fee will be added after May 1. Also call Tan-Tar-a and get your room reserved. Reservations have been really coming in and that's great.

Note that in this newsletter are applications for awards and scholarships. Be sure to look over the information and think about the Clerks that you know that deserve to be recognized. For scholarships, you can apply for yourself. However, the Award of Merit requires that you be nominated by someone other than yourself. Also, think about running for an office. I must say that I have thoroughly enjoyed the time I have put in MACA. It has let me meet and work with a lot of enjoyable people. I would have never experienced a lot of the things that I have if it wasn't for MACA. If you have any questions, please call me or any Board member.

As you can tell, I am really excited about this upcoming conference. I feel that it will be the best conference that we have ever had; and that you, as an attendee, will enjoy our new location at Tan-Tar-A!

--Lisa Westfall, President

REGION 7 (CONTINUED)

a city census of 2,292 is located north of Jefferson City on Hwy. 54 about 6 miles. It was a small farm town that has grown into a suburban town with its own Christmas parade for the last 3 or 4 years. The City of Fulton with a city census of 10,785 is located on Hwy. 54 south of I-70 about 7 miles. We are known for the State School for the Deaf and State Hospital. The City of New Bloomfield with a city census of 480 is located 15 miles north of Jefferson City on Hwy. 54. We have a Fall Festival on the last Saturday in October.

Cooper County with a census of

14,000 in the County. Boonville is the county seat and located north of I-70 and west of Columbia, 27 miles. The County is named in honor of Colonel Benjamin Cooper, who led the first permanent settlers to this area in 1810. There are about 450 historic sites in this County.

Howard County: The City of Fayette, with a census of 2,842. The city is located north of I-70 on Hwy. 5 about 16 miles. It is well-known for the Central Methodist College. The City of Glasgow with a census of 1,295 is located east of Marshall on Hwy. 240. We are the site of the world's first all steel bridge and a Civil War Re-enactment every 3

years. We are in the national Register of Historic Places.

Lafayette County: The City of Concordia with a census of 2,200. The city is located midway between Kansas City and Columbia on I-70. We have the St. Paul's Lutheran High School and are the birthplace of world-wide Evangelist, Kathryn Kuhlman. The City of Bates City with the census of 199 is located east of Kansas City on I-70. The City of Higginsville with a census of 4,503 is located on Hwy. 213 north of I-70. The City of Waverly with a census of 941 is located at the junction of Hwy 65 and Hwy. 24.

Region 7 continued next page

REGION 7 (CONTINUED)

Montgomery County: The City of Montgomery City with a census of 2,303 is located north of I-70 on Hwy. 161.

Pettis County: The City of Smithton is located east of Sedalia and has a population of 559.

Randolph County: The City of Moberly has a census of 13,418 and is located at the junction of Hwy. 24 and US 63 north of Columbia about 33 miles. We have the Omar Bradley statue, Moberly Community College, the Christian Bible College and a craft show the 2nd Friday and Saturday of November.

Saline County: The City of Sweet Springs has a census of 1,525 is located south of I-70 west of Columbia.

Warren County has a census of 22,900 is located west of St. Louis.



DO YOU BELIEVE THIS?

Robert Half International, a worldwide executive-search firm based in Menlo Park, CA collects and publicizes bloopers like the one listed below from real resumes.

"Reason for leaving last job: maturity leave."

"Reason for leaving last job: They insisted that all employees get to work by 8:45 every morning. Could not work under those conditions."

"I procrastinate, especially when the task is unpleasant."

"Finished eighth in my class of ten."

**SPOTLIGHT: LOA FREEMAN
MACA CONFERENCE
SPEAKER**

Loa Freeman's extensive training in Goal Setting, Effective Personal Productivity, Time Management and Supervisory Management, combined with her expertise in color analysis, wardrobing and skin care has made her a highly sought after speaker for over twelve years. Her motivationally delivered lectures emphasize the development of self esteem and the importance of "The First Appearance" to local, state, and national audiences. It is with great pleasure the MACA announces this dynamic speaker will be present at our 1998 Conference. If you have never heard this lady speak, do yourself a favor and plan to attend this year's conference at Tan-Tar-A. You will not be disappointed.

MARK YOUR CALENDAR!

February 1-4, 1998
NACM 6th Midyear Conference
Colorado Springs, CO

July 12-17, 1998
NACM 13th Annual Conference
San Antonio, TX

July 4-9, 1999
NACM 14th Annual Conference
San Jose, CA

For more information on these conferences or other educational opportunities offered through NACM (National Association for Court Management) contact:

Association Services
757-259-1841

XXXXX

"Every adult needs a child to teach-it's the way adults learn."

LIBRARY INFORMATION

Be sure to look over the Library check out list. Rita would be more than happy to send your selected item to you. If you find a library item that you think might be of interest to other members, contact Rita Bovinett at 314-521-4352 or fax the information to her at 314-521-4699. We are always looking for items to expand the Library.

IMPORTANT

PERMANENT NAME TAGS

If you are interested in purchasing a permanent name tag for the 1998 conference, please include this information on the membership application when you apply for membership.

If you have already applied for membership but failed to fill out this portion, you can send in that portion of the membership application OR you will have another opportunity when registering for conference.

Please keep in mind if you received a permanent name tag at the 1997 conference, you will not need to fill out this information.

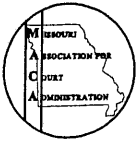
IMPORTANT

MEMBERSHIP QUESTIONS?

If you are applying for certification in March with the University, you must be a member of MACA for four years.

If you have questions concerning your membership, please contact Andrea Holland at 573-468-4612.





MISSOURI ASSOCIATION FOR COURT ADMINISTRATION
Established 1986

**AWARD OF MERIT
APPLICATION FOR NOMINATION**

NAME OF NOMINEE _____

MAILING ADDRESS _____

PHONE NUMBER _____

JOB TITLE & BRIEF DESCRIPTION (*Attach separate sheet if needed*) _____

NUMBER OF YEARS OF SERVICE IN COURT ADMINISTRATION: _____

PREVIOUS AWARDS/RECOGNITION: _____

BRIEFLY DESCRIBE WHY THIS PERSON DEMONSTRATES LEADERSHIP AND EXCELLENCE IN MODERN JUDICIAL MANAGEMENT AND COURT ADMINISTRATION: _____

SPECIFIC ACCOMPLISHMENTS AND/OR PROJECTS: _____

NOMINATED BY: _____ **TITLE:** _____

Applications must be received no later than March 1, 1998

Mail to: Pat Siekerman, Fenton Municipal Court, 625 New Smizer Mill Road, Fenton, MO 63026

MACA LIBRARY

PLEASE CHECK YOUR SELECTION:

VIDEOS:

- FACES OF JUSTICE - An introduction to the Court
- THOMAS JEFFERSON - July 19, 1994
- FAIRY TALE TRILOGY- Lake Ozarks, 1992

- THE BALANCE BEAM - Part 1
- THE BALANCE BEAM - Part 2

CASSETTES:

- INCREASING COLLECTIONS/REVENUES
- COMMUNICATING W/EMPLOYEES -
1992 NACM ANNUAL CONFERENCE
- LEGALESE: CAN YOU SPEAK THE LANGUAGE OF
THE COURTS? - 1993 NACM ANNUAL CONFERENCE
- ESCAPE OF SUCCESS - Part 1 & 2
- SUCCESS SELF-PROGRAMMING
- IMAGE & SELF-PROJECTION - 4 Part Audio Cassette
Program
- "HOW TO REACH ANY GOAL"/SOLVING
CUSTOMERS"
- "JUSTICE AT FIRST HAND, ETHICS &
PROFESSIONALISM" - Part 1 & 2

- "IMPLEMENTING YOUR CASE FLOW
MANAGEMENT KNOWLEDGE" - Part 1 & 2
- "WHAT DO JUDGES REALLY WANT?" -
Issues in Court Governance - Part 1 & 2
- THINKING IN THE FUTURE TENSE
- THE JUDGE/ADMINISTRATOR TEAM: FACING THE
CHALLENGES OF THE FUTURE
- FINE & FEE COLLECTION - 1996 NACM ANNUAL CONF.
- BUILDING BRIDGES REQUIRES INSIGHT -
1997 NACM ANNUAL CONFERENCE -Part 1 & 2
- COMMON LAW COURTS - 1997 NACM ANNUAL CONF.

BOOKS:

- FACES OF JUSTICE - Trainer's Manual
- FACES OF JUSTICE - Court Employee Study Guide
- JUSTICE AT FIRST HAND - Instructor's Manual
- JUSTICE AT FIRST HAND - Self-Study Guide
- SUCCESSFUL NEGOTIATION
- PREVENTING JOB BURNOUT (2)
- THE COURT ADMINISTRATOR - A Manual
- MEDIA GUIDE - NACM
- COURT SECURITY GUIDE - NACM
- TECHNOLOGY INFORMATION SERVICE - Vendor
List - A & B
- A PRIMER FOR THE TECHNOLOGICALLY
CHALLENGED JUDGE
- COURTROOM DESIGN - Planning & Implementation

- SUCCESSFUL SELF MANAGEMENT
- BETTER BUSINESS WRITING
- TEAM BUILDING
- BALANCING HOME & CAREER
- TELEPHONE COURTESY & CUSTOMER SERVICE
- ATTITUDE
- PERSONAL TIME MANAGEMENT
- NEW CLERKS PACKET
- MISSOURI MUNICIPAL CLERK MANUAL
- DEVELOPING COMPREHENSIVE INFORMATION
PROGRAMS FOR COURTS
- THE BALANCE BEAM - TRAINING PROGRAM FOR
COURT CUSTOMER SERVICE

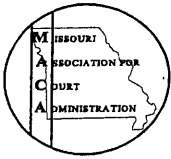
CHECK OUT TIME LIMIT WILL BE A PERIOD OF 30 DAYS OR LESS. ITEMS MUST BE RETURNED WITHIN THE 30 DAY TIME LIMIT UNLESS THE LIBRARIAN IS NOTIFIED OF OTHER ARRANGEMENTS. PERSON CHECKING OUT ITEMS WILL BE RESPONSIBLE FOR PAYING POSTAGE ON THE RETURN TO LIBRARIAN. PERSON CHECKING OUT ITEMS WILL ALSO BE RESPONSIBLE FOR PAYING THE COST OF ANY LOST, STOLEN OR DAMAGED ITEMS. FAILURE TO RETURN OR PAY COST OF THE SAME WILL RESULT IN NECESSARY MEMBERSHIP ACTION UPON APPROVAL OF THE BOARD.

NAME: _____
COURT: _____
ADDRESS: _____
CITY, ZIP: _____
WORK PHONE: () _____
SIGNATURE: _____

PLEASE SEND ORDERS TO:
RITA C. BOVINETT
DELLWOOD MUNICIPAL COURT
1415 CHAMBERS ROAD
DELLWOOD, MO 63135

DATE MAILED: _____

DATE RETURNED: _____



MISSOURI ASSOCIATION FOR COURT ADMINISTRATION

1998 MEMBERSHIP APPLICATION FORM

DATE: _____ NEW MEMBER _____ RENEWAL _____

NAME _____

TITLE _____

NAME OF COURT _____

MAILING ADDRESS _____

CITY & ZIP _____

YEARS OF SERVICE _____

MEMBERSHIP CATEGORY:

COURT: MUNICIPAL _____

_____ REGULAR _____ RETIRED _____ ASSOCIATE

ASSOCIATE _____

COUNTY _____ REGION # _____ {1 - 10} (SEE REVERSE)

PHONE# (____) _____ FAX#(____) _____

SOCIAL SECURITY # _____ E-MAIL ADDRESS: _____

IF NEWLY APPOINTED TO REPLACE PREVIOUS CLERK, NAME OF CLERK YOU ARE REPLACING:

DID PREVIOUS CLERK: _____ RETIRE _____ TRANSFER TO ANOTHER COURT _____ OTHER

DUES OF \$35.00 ARE DUE JANUARY 31ST OF EACH YEAR. DUES ARE \$35.00 FOR ALL MEMBERSHIP CATEGORIES.

MAKE CHECK PAYABLE TO MACA

MAIL TO: ANDREA HOLLAND, MACA TREASURER
SULLIVAN MUNICIPAL COURT
210 W. WASHINGTON
SULLIVAN, MO 63080

--MACA USE ONLY--

DATE PAYMENT RECEIVED _____ GOVT. CHECK # _____ PERSONAL CK.# _____

IF YOU ARE ATTENDING THE 1998 MACA ANNUAL CONFERENCE AND DO NOT HAVE A MAGNETIC/PERMANENT NAME TAG AND WOULD LIKE TO PURCHASE ONE, PLEASE FILL OUT THE INFORMATION BELOW AND REMIT \$7.00 MADE PAYABLE TO MACA. PLEASE INDICATE THE INFORMATION YOU WOULD LIKE INCLUDED ON YOUR NAME TAG:

NAME: _____

CITY *OR* COURT: _____

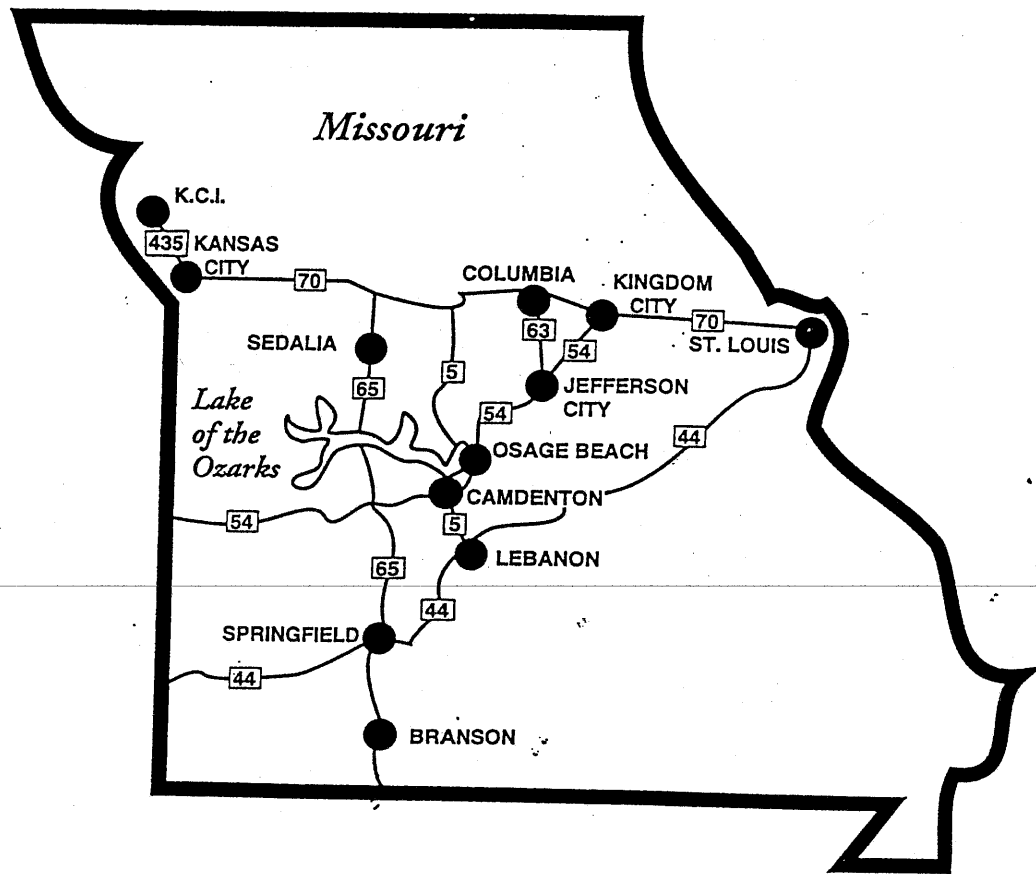
EXAMPLE: CITY OF SULLIVAN *OR* SULLIVAN MUNICIPAL COURT

ALPHA-LISTING OF COUNTIES

() REGION [] CIRCUIT

ADAIR (3) [2]	GRUNDY (6) [3]	PERRY (4) [32]
ANDREW (6) [5]	HARRISON (6) [3]	PETTIS (7) [18]
ATCHISON (6) [4]	HENRY (2) [27]	PHELPS (8) [25]
AUDRAIN (7) [12]	HICKORY (9) [30]	PIKE (3) [45]
BARRY (5) [39]	HOLT (6) [4]	PLATTE (2) [6]
BARTON (5) [28]	HOWARD (7) [14]	POLK (9) [30]
BATES (2) [27]	HOWELL (10) [37]	PULASKI (8) [25]
BENTON (9) [30]	IRON (10) [42]	PUTNAM (6) [3]
BOLLINGER (4) [32]	JACKSON (2) [16]	RALLS (3) [10]
BOONE (7) [13]	JASPER (5) [29]	RANDOLPH (7) [14]
BUCHANAN (6) [5]	JEFFERSON (1) [23]	RAY (6) [8]
BUTLER (10) [36]	JOHNSON (2) [17]	REYNOLDS (10) [42]
CALDWELL (6) [43]	KNOX (3) [2]	RIPLEY (10) [36]
CALLAWAY (7) [13]	LACLEDE (8) [26]	SALINE (7) [15]
CAMDEN (8) [26]	LAFAYETTE (7) [15]	SCHUYLER (3) [1]
CAPE GIRARDEAU (4) [32]	LAWRENCE (5) [39]	SCOTLAND (3) [1]
CARROLL (6) [8]	LEWIS (3) [2]	SCOTT (4) [33]
CARTER (10) [37]	LINCOLN (3) [45]	SHANNON (10) [37]
CASS (2) [17]	LINN (3) [9]	SHELBY (3) [41]
CEDAR (5) [28]	LIVINGSTON (6) [43]	ST. CHARLES (1) [11]
CHARITON (3) [9]	MACON (3) [41]	ST. CLAIR (2) [27]
CHRISTIAN (9) [38]	MADISON (4) [24]	ST. FRANCOIS (4) [24]
CLARK (3) [1]	MARIES (8) [25]	STE. GENEVIEVE (4) [24]
CLAY (2) [7]	MARION (3) [10]	ST. LOUIS CITY (1) [22]
CLINTON (6) [43]	MCDONALD (5) [40]	ST. LOUIS COUNTY (1) [21]
COLE (8) [19]	MERCER (6) [3]	STODDARD (4) [35]
COOPER (7) [18]	MILLER (8) [26]	STONE (5) [39]
CRAWFORD (10) [42]	MISSISSIPPI (4) [33]	SULLIVAN (3) [9]
DADE (5) [28]	MONITEAU (8) [26]	TANEY (9) [38]
DALLAS (9) [30]	MONROE (3) [10]	TEXAS (8) [25]
DAVISS (6) [43]	MONTGOMERY (7) [12]	VERNON (5) [28]
DEKALB (6) [43]	MORGAN (8) [26]	WARREN (7) [12]
DENT (10) [42]	NEW MADRID (4) [34]	WASHINGTON (4) [24]
DOUGLAS (9) [44]	NEWTON (5) [40]	WAYNE (10) [42]
DUNKLIN (4) [35]	NODAWAY (6) [4]	WEBSTER (9) [30]
FRANKLIN (8) [20]	OREGON (10) [37]	WORTH (6) [4]
GASCONADE (8) [20]	OSAGE (8) [20]	WRIGHT (9) [44]
GENTRY (6) [4]	OZARK (9) [44]	
GREENE (9) [31]	PEMISCOTT (4) [34]	

DIRECTIONS FROM TAN-TAR-A TO:



ST. LOUIS Turn right out of the main gate. At the stop light go east, left, on Highway 54 to Kingdom City. Then Interstate 70 east to Lambert International Airport or down town.
Approximate miles 180-200

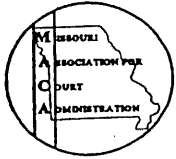
SPRINGFIELD Turn right out of the main gate. At the stop light go west, right, on Highway 54 to Camdenton, then go south, left, on Highway 5 to Lebanon, then go west on Interstate 44 to Springfield and the airport, exit 75.
Approximate miles 95

KANSAS CITY Turn right out of the main gate. At the stop light go west, right, on Highway 54 to Highway 65 north through Sedalia to Interstate 70 west to downtown.
Approximate miles 220

COLUMBIA Turn right out of the main gate. At the stop light go east, left, on Highway 54 to Jefferson City, then Highway 63 north to Columbia and the airport.
Approximate miles 95

If going on to KCI use the same directions as above follow Interstate 70 west to 435 north.
Approximate miles 220





MISSOURI ASSOCIATION FOR COURT ADMINISTRATION

APPLICATION FOR ANNUAL CONFERENCE FINANCIAL ASSISTANCE PROGRAM

The Missouri Association for Court Administration provides financial assistance to a member of our association to attend the 1998 Annual Conference of the Missouri Association for Court Administration. The amount of this award is \$250.00. The recipient will be chosen by a random drawing.

DEADLINE: All applications must be received by March 1, 1998. The individual will be selected at the March Board Meeting. Send your completed application with a synopsis based on why you should be considered for this grant to:

PAT SIEKERMAN
COURT ADMINISTRATOR
FENTON MUNICIPAL COURT
625 NEW SMIZER MILL RD.
FENTON, MO. 63026

NAME _____ DATE _____
COURT _____
MAILING ADDRESS _____
CITY & ZIP _____
BUSINESS PHONE (____) _____

COURT CLERK/ADMINISTRATOR FOR ____ YEARS
MEMBER OF MACA SINCE _____

SIGNATURE _____

DATE SELECTED: _____

PAID CK #: _____ DATE PAID _____

**MISSOURI ASSOCIATION FOR COURT
ADMINISTRATION PRESENTS:**

SOCIAL, DINNER & DANCE

**THURSDAY, MAY 21, 1998
Beginning at 5:30 PM**

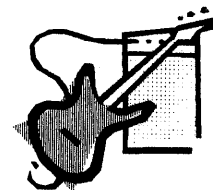


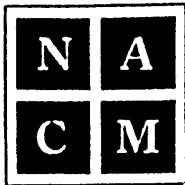
Dinner sponsored by the Dept. of Highway Safety.

**Special invitation to: The Missouri Municipal and
Associate Circuit Judges Association**

Music provided by Powers Entertainment.

50's & 60's Dance!





NATIONAL ASSOCIATION FOR COURT MANAGEMENT

APPLICATION FOR

NATIONAL CONFERENCE FINANCIAL ASSISTANCE PROGRAM

The Missouri Association for Court Administration provides financial assistance to a member of our association to attend the 1998 Annual Conference of the National Association for Court Management. The amount of this award is \$500.00. The recipient will be chosen by a random drawing.

DEADLINE: All applications must be received by March 1, 1998. The individual will be selected at the March Board Meeting. Send your completed application with a synopsis based on why you should be considered for this grant to:

PAT SIEKERMAN
COURT ADMINISTRATOR
FENTON MUNICIPAL COURT
625 NEW SMIZER MILL RD.
FENTON, MO. 63026

NAME _____ DATE _____

COURT _____

MAILING ADDRESS _____

CITY & ZIP _____

BUSINESS PHONE () _____

COURT CLERK/ADMINISTRATOR FOR ____ YEARS

MEMBER OF MACA SINCE _____

SIGNATURE

DATE SELECTED: _____

PAID CK #: _____ DATE PAID _____

PROPOSED BY-LAW AMENDMENTS

(1)Under Article I: Name, add the following:

A not-for-profit Missouri Corporation

(2)Under Article II: Purpose, add the following:

6. Said corporation is organized exclusively for charitable, religious, educational and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c)(3) of the Internal Revenue code, or the corresponding section of any future federal tax code.

(3)Under Article III: Membership, change the first line to read:

"The membership of this association shall be open to any person who is actively engaged in a field related to court administration."

(4)Under Article III: Membership, Section One, change to read:

Active – Any person serving as clerk of the court, court administrator, or other recognized title or assistants to the administrative title, may become an active member upon the payment of dues. Active members may vote, hold office and serve on committees.

(5)Under Article III: Membership, Section Two, change to read:

Honorary – Any person in a field related to the judicial system whom the organization wishes to recognize for outstanding achievements may become a member in this class. A person may be nominated for this class of membership by an Active member of the association. The names of proposed honorary members shall be presented to the Executive Board for screening. Upon approval by the Executive Board, the slate of nominated individuals shall be presented to the membership at the annual meeting for voting purposes. Honorary members may not vote, shall not hold office and shall not pay dues. They may serve on committees, in an advisory capacity, upon the approval of the majority of the Executive Board.

(6)Under Article III: Membership, Section Three, change to read:

Associate – Associate membership may be granted to any person engaged in an allied field and related to the work of the Court and its administration, upon the payment of dues. A clerk serving his/her court or another court in a judicial or prosecutorial role would be in this membership classification. Associate members shall not hold office and shall not vote, but they may serve on a committee, in an advisory capacity, upon the approval of the majority of the Executive Board.

(7)Under Article III: Membership, Section Four, change to read:

Retired – Upon retirement from the judicial system, any active member in good standing is eligible for this class of membership upon the payment of annual dues. Retired members may serve on a committee and may vote, but they shall not hold office.

(8)Under Article III; Membership, eliminate the following:

Only Class One (1) members may hold office and have the right to vote.

(9)Under Article IV: Officers

Change the phrase “regular member” to “active member” in the first line of the first paragraph.

(10)Under Article IV: Officers, Section 6 (Treasurer)

Eliminate the following phrase from the second to last sentence in the first paragraph.
“and the President and on the unavailability of the President, the Vice-President Elect.”

(11)Under Article V: Executive Board, add the following:

E. At regular meetings of the Board of Directors, a quorum will consist of a simple majority.

(12)Under Article VI: Meetings, add the following:

Section 2: Special Meetings

1. President/Board of Directors – A special meeting may be called by the President with the approval of the Board of Directors. Notification of said meeting shall be mailed to all members not less than 30 days in advance.
2. Membership – A special meeting may be called by the membership upon a petition signed by 25% of the members eligible to vote. This petition must be presented to the Board of Directors not less than 45 days prior to said meeting. Notification of said meeting shall be mailed to all members not less than 30 days in advance of meeting.

(13)Under Article VI: Meetings, add the following phrase to first paragraph:

At the Annual Meeting of members, a quorum shall consist of 25% of the members who are eligible to vote who are present to the time of the business meeting.

(14)Under Article VII: Committees, Section Two, eliminate sentence four:

“Nominations for officers shall be made by this committee.”

(15)Under Article VII: Committees, Section Two, change sentence five and six to read:

They shall prepare the ballots for officers and directors to include all the declarations of candidacy that were submitted in the order that they were received. These ballots will then be presented to the membership at the Annual Meeting.

(16) Under Article VII: Committees, Section Four, Subcommittee A:

Change name of Institute to "Missouri Training Institute."

(17) Under Article VII: Committees, Section Four:

In Subcommittee B, section 2, add the following sentence:

"by any of the following or a combination thereof."

(18) Under Article VII: Committees, Section Four, Subcommittee B, add the following:

Fill out the form provided by the Missouri Training Institute, University of Missouri and submit along with your documentation of the ten (10) hours.

(19) Under Article VII: Committees, Section Four, add the following section:

Upon receiving notice from the Missouri Training Institute, University of Missouri, in January of each year of those Certified Court Administrators who have not met the requirements to maintain certification for the previous year, the following action will be taken. One letter will be sent to these individuals from the certification committee warning them that their status as certified court administrator is in jeopardy and they must submit their documentation within fifteen (15) days or their certification will be reviewed. A final decision concerning these individuals will be made by the certification committee.

(20) Under Article VII: Committees, Section Six, change last sentence to read:

"This committee shall be responsible for the associations Newsletter and the distribution to the membership, at least three (3) times per year."

(21) Under Article VIII: Finances, add the following sections:

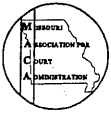
5. No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these By-Laws.
6. Upon the dissolution of the corporation, assets shall be distributed to the State of Missouri for a public purpose.

(22)Under Article IX: Amendments, add the following section:

7. In case of an emergency where the welfare of the association could be affected, and where a By-Law amendment needs to take place between annual meetings, the President may call for a discussion and vote by the Executive Board. Upon a majority vote, the Executive Board may enact said amendment in the By-Laws. The President will then inform the membership of the action taken and why it was taken in the next newsletter that will be sent to all members. This amendment will then be voted on by the membership at the next annual meeting. If said amendment should fail at the meeting, it would immediately be rescinded from the By-Laws.

(23)Under Article X: Effective Date, change to read:

May 21, 1998



MISSOURI ASSOCIATION FOR COURT ADMINISTRATION
c/o Columbia Municipal Court
600 E. Broadway
Columbia, MO 65201