



MACA REPORTER

A Publication of the Missouri Association For Court Administration

VOLUME 59

SUMMER 2004

2004-2005 MACA OFFICERS

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Patricia Cooper, Springfield

MEMBERSHIP DIRECTOR

Janet Gustin, Liberty

PROF. DEVELOPMENT DIR.

Pam DeVault, Lee's Summit

BMIT ARTICLES TO:

Glenda Atkinson

Court Clerk

205 North Main

Cameron, MO 64429

fax: 816-632-1067

A Word From the President

I know that you all find it hard to believe, but each time as I sit at my computer trying to think of what I have to talk about...I find myself with nothing to say! However, I will try to press on and come up with something. Many of you know, I am very seldom ever at a loss for words!

First off, I want to once again, thank MACA for allowing me to represent you at the NACM Conference in July. This year's conference was held in Grapevine, Texas. The most beneficial meeting of the week for me was held on the Saturday before the conference began. NACM invites the Presidents from the different statewide organizations to a Leadership Seminar. The purpose of the session is to have a time where the state organizations can tell NACM what we need from NACM in the way of support and training. It is also a time where NACM can tell the state groups what they would like to see happen in our organizations. This year, I was amazed to hear how the different organizations and associations are seeing a huge drop in their membership due to the budget crunches we all are experiencing. I was very relieved to be able to say that, that is not the case with MACA. We continue to maintain our membership in the 450-500 area! I would also like to congratulate our own Pam DeVault for being one of the newest members to the NACM board! Pam is the new Rural Courts Director. I know she will have lots of great ideas to help the NACM board with upcoming educational programs. Way to go Pam! We are all very proud of you!

I would like to thank the Education committee under the direction of Pam DeVault and Rick Thompson for all the work they did for the 2004 Annual Conference. The conference was very well attended this year and I hope that each and every person took something back with them when they left on Friday. (Whether it have been a new idea to implement in the office or the "dreaded" new reports that we now have to file each month). I hope the new attendees learned something but more importantly felt a part of the MACA "family". I always look forward to seeing people I only get to see once a year as well as making new friends.

The Education committee is getting ready to meet in September to get to work on the agenda for the 2005 Annual Conference. Be sure to mark your calendars for May 23-27, 2005. The Professional Development Committee is also hard at work on the Legislative Updates which are to be held on October 1st and October 15th at various locations all around the state. The registration material for those events should be coming out soon.

Also look in the coming months for a survey from the Advanced Certification Committee. I said in my Presidential Address at the Conference that I really want to get the Advanced Certification Program up and running. I have to admit I have slacked off in that area. I am putting together a letter to the committee now and with their help we will formulate a survey that will help us fine tune the program we want to present to the membership.

Did I say at the beginning of this note, that I was going to have trouble with what I wanted to say? Well, as you all know, once I get going....it is hard to stop me! I hope all is well for each of you and I look forward to hearing from you if you need me for anything.

Until next time,
Andrea

MACA STANDING COMMITTEES 2004-2005

By-Laws / Policy & Procedures:

Wendy Seabaugh

Membership:

Jan Gustin

Education:

Pam DeVault & Rick Thompson

Legislation:

Jammy Brandes

Publications:

Glenda Atkinson

Historian:

Pat Siekerman & Alberta Talken

Social:

Deb Freise (Region 3) & Pam Jackson (Region 7)

Awards & Scholarships:

Janet Stemm

Finance:

Alberta Talken

Professional Development Seminars:

Pam DeVault, Kathy Rogers & Even Numbered Directors

Technology:

Patty Cooper

Nominations:

Shara Meyer

Annual Conference:

Rick Thompson & Jammy Brandes

Vendors:

Julie Hohe

MUNICIPAL LEGISLATION

At the August Board meeting Region Directors were given handouts from the State Court Administrators Office to copy and distribute to their region members. These 4 handouts consist of:

- Municipal Legislation
- Questions & Answers from the Legislative Update Session at the May Conference
- COR 4 and 8 Session at MACA Conference Questions and Answers
- DWI Tracking System

If you did not receive these handouts please contact your Region Director so they can get copies mailed out to you.

I have received a correction for the handout COR 4 and 8 Session at MACA Conference Questions and Answers. It is as follows:

On the document titled:

*COR 4 and 8 Session at MACA Conference, May 25, 2004
Question & Answers*

If your docket sheet and backer sheet are printed on the case jacket, does the case jacket have to be retained permanently? Yes

Please delete the "Yes" and replace it with the following additional information:

COR 4.08.2 requires that courts prepare a docket sheet or backer sheet for all case types. The retention period for docket sheets is covered by COR 8.04(h). The docket sheets / backer sheet for non-traffic ordinance cases and the more serious traffic offenses are to be kept permanently. Watercraft, conservation and other traffic cases are to be retained the same amount of time as the case file. Example: DWI docket / backer sheets are to be retained permanently, however, speeding tickets docket / backer sheets can be destroyed three years after disposition.

Please note, effective July 1, 2004, the Division of Alcohol and Drug Abuse will be increasing the SATOP assessment screening fee to \$120.00. This fee is charged to the defendant.

In response to questions on the conference evaluations:

DID YOU KNOW:

Coffee breaks cost \$1008.00 each day
36 gallons of coffee @ \$28.00 per gallon

Soda breaks cost \$510.00 each day
Soda is \$1.50 per can
Bottled water is \$1.75 per bottle

Lunches cost on average \$14.95 per plate
Conference meals totaled \$16258.00

Conference speakers cost \$12500.00

Audio/Visual equipment cost \$4200.00

CONFERENCE EDUCATIONAL VALUE: PRICELESS

MACA BOARD OF DIRECTORS 2004-2005

President

Andrea Holland
Sullivan Municipal Court
210 W. Washington
Sullivan, MO 63080
PH: 573-468-4612
FAX: 573-468-8270
aggie1@fidnet.com

Vice-President Elect

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pdevault@lees-summit.mo.us

Region 1 - Director

Pat Siekerman
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625 New Smizer Mill Rd
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Interim

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9699 Lilac Drive
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FAX: 314-868-3252
riverviewcourt@birch.net

Region 2 - Director

Alberta Talken (Bert)
Raymore Municipal Court
100 N Municipal Circle
Raymore, MO 64083
PH: 816-331-1712
FAX: 816-331-0634
atalken@raymore.com

Region 3 - Director

Debbie Freise
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PH: 636-366-9969
FAX: 636-356-4062
debfriz@netscape.net

Region 4 - Director

Wendy Seabaugh
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Jackson, MO 63755
PH: 573-243-3568
FAX: 573-204-8292

Region 5 - Director

Janet Stemm
Duquesne Municipal Court
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PH: 417-781-5085
FAX: 417-781-4570
jkstemm@gbronline.com

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FAX: 816-632-1067
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Kathy Rogers
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P.O. Box 979, 102 W. 6th St.
Rolla, MO 65401
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FAX: 573-364-7829
krogers@rollacity.org

Region 9 - Director

Patricia Cooper
Springfield Municipal Court
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FAX: 417-864-1883
pattyfish56@msn.com

MACA 2005 PROPOSED BUDGET

INCOME:

2005 Membership Dues	12,500.00
2006 Membership Dues	3,000.00
CCA Plaque Reimburse.	1,600.00
Annual Conf. Registration	36,900.00
Contingency	20,855.00
Interest Earned	130.00
MTI Contract	5,000.00
MTI Expense	1,500.00
MTI Indirect Expense.	4,900.00
Nametages	0.00
Pre-Conference Fees	2,000.00
Profess. Dev. Fees.	2,400.00
Promotional Sales	1,300.00
Vendor's Fees	2,000.00
Miscellaneous Income.	0.00
Total Income	\$94,085.00

EXPENSES:

Annual Conference	
Audio Visual	5,000.00
CCA Plaques	1,800.00
Conference Gifts	2,000.00
Conf. Pins / Ribbons	850.00
Lodging	200.00
Meals / Breaks	20,000.00
MTI CEUs	500.00
MTI Contract	5,000.00
MTI Expenses	1,100.00
MTI Indirect Exp.	5,000.00
Officer / Dir. Plaque	500.00
Postage	600.00
Printing	3,500.00
Promotional Sales	1,000.00
Social	2,000.00
Speaker Fees 05	12,500.00
Speaker Fees 06	5,000.00
Supplies	1,000.00
Tips / Services	50.00
Vendor Table Fees	450.00
Total Annual Conference	\$68,050.00

Association Expenses:

Equipment Maint.	200.00
Legal Fees / CPA.	400.00
Lodging	4,675.00
Meal	640.00
NACM Conf. Exp.	1,800.00
Nametags	0.00
Postage	200.00
Residential Exp.	300.00
Storage	500.00

Supplies	200.00
Technology	1,000.00
Travel	3,000.00
Total Association Expenses	\$12,915.00

Committees:

Historian	200.00
Meetings	65.00
Membership Drive	80.00
Postage	50.00
Supplies	50.00
Travel	50.00
Total Committees	\$495.00

Education Committee:

Lodging	275.00
Meals	50.00
Travel	250.00
Total Education Committee	\$575.00

Miscellaneous Expense \$0.00

Newsletter / Publications:

Membership Dir.	50.00
Postage	900.00
Typesetting	4200.00
Total Newsletter	\$5150.00

Pre-Conference:

Audio Visual	300.00
Break	100.00
Postage	0.00
Printing	450.00
Speaker Travel	350.00
Speaker Fees	750.00
Supplies	100.00
Total Pre-Conf. Expenses	\$2050.00

Professional Development \$3500.00

Regional Training / Development:

Region 1	\$150.00
Region 2	\$150.00
Region 3	\$150.00
Region 4	\$150.00
Region 5	\$150.00
Region 6	\$150.00
Region 7	\$150.00
Region 8	\$150.00
Region 9	\$150.00
Total Reg. Training / Development	\$1350.00

Total Income	\$94,085.00
Total Expenses	\$94,085.00

MISSOURI ASSOCIATION FOR
COURT ADMINISTRATION
C/O Cameron Municipal Court
205 North Main
Cameron, MO 64429



Raymore Municipal Court (2)
100 Municipal Circle
Raymore, MO 64083

AWARDS AND SCHOLARSHIPS

JANET STEMME

The 2005 Award of Merit Application for Nomination will appear in the November MACA Reporter. Please read MACA's Policy and Procedures and be ready to nominate a worthy individual for this prestigious award.

The 2004 Award of Merit was given to Janet Gustin from the Liberty Municipal Court.

The 2004 Scholarship winners were:

Connie Stadler, Sunrise Beach Municipal Court

Julie Johnson, Pierce City Municipal Court

Phyllis Filley, Tracy Municipal Court

The 2005 Scholarship Applications for the Annual Conference in May will also appear in the November MACA Reporter. The Policy and Procedure manual for the MACA Association allows for up to four (4) scholarships to be awarded to active members of MACA for lodging and registration expenses. Please familiarize yourselves with the manual information and be ready to apply when the applications become available.

SWACA / MACA REGION V

Our last regional meeting was held in May at Tan Tar A. We had a lot of fun and were motivated to start the conference with great anticipation. We were not disappointed. Thank you Pam DeVault and the education committee.

At our March meeting, SWACA members voted to give two scholarships for the registration fee to attend the 2004 May Conference. The recipients were Cindy Troutman, Carl Junction and Brenda Nichols-Davis, Verona. At a later date, members decided to award a scholarship to be given during the Regional Meeting at Conference. Members that attended the session were given a ballot to fill out their name and a winner was drawn. Congratulations to Debbie Cornell, Carterville.

With money being in short supply for most of our cities, scholarships can be beneficial.

Janet Stemme
SWACA / MACA President

SCHOLARSHIP AWARDED FROM REGION IV

Shelly Bowles from Fredricktown was the recipient of Region 4's Scholarship to the May 2004 MACA Conference.



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VOLUME 60

www.macaonline.net

FALL 2004

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Nancy Morr, Chesterfield

Lisa Thompson, St. Charles

Mary Ann McGrail, Retired

Donna Johnson, Retired

REGION I - INTERIM

Julié Hohe, Riverview

REGION II

Alberta Talken, Raymore

REGION III

Debbie Freise, Moscow Mills

REGION IV

Wendy Seabaugh, Jackson

REGION V

Janet Stemm, Joplin

REGION VI

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BMIT ARTICLES TO:

Glenda Atkinson

Court Clerk

205 North Main

Cameron, MO 64429

fax:

816-632-1067

A Word From the President

Happy Fall, y'all! As I sit down to write this Presidential note, I find myself not at a loss for words, but wondering if I would have enough room for all I have to say!

In this issue of the MACA Reporter, you will find the long awaited survey regarding an Advanced Certification Program. In the survey, you will be asked to give the ACC Committee your thoughts regarding this new program. We want to know whether you want to participate in a college based program like the one presented at last years Conference by Dr. Maureen Connor from Michigan State University or if you would rather have something similar to the current certification only a bit more detailed and in depth. In the MSU program, you can participate in online college level classes where you would earn college credits and work toward a three step program which upon its completion would give you a Master's Degree in Criminal Justice with a specialization in Court Administration. Or there would also be the possibility of a revamped Certification Program like we currently have where the applicant would possibly have to write a "term paper" on a court related project, gather data and then have the paper published in the MACA Reporter or even present the topic at a MACA training session. The ACC Committee will be meeting in January to discuss the survey results. I would ask that you fill out the survey and return it to me (either by fax or mail) by January 5, 2005. On behalf of the ACC Committee I would like to thank you for participating in the survey.

I would also like to give those MACA members who are also NACM members a word from NACM's Past President, Larry Myers. When a NACM President finishes his / her term as President, NACM gives that person a parting gift as a thank you for their service to the organization. Larry Myers, Joplin Municipal Court, declined his gift and asked that NACM give that monetary amount to a member of MACA who would be attending next year's NACM Conference (held in San Francisco, California) a scholarship to be used toward the Conference. Isn't that wonderful? So, what I need for you to do, is to notify me, if you are a MACA member, a NACM member and are planning on attending the NACM Conference next July. At the January Board Meeting, I will put all the names of those who meet all three criteria in a hat and draw out a winner. Please send me your information also by January 5, 2005.

Finally, I hope each person who attended the Fall Legislative Updates sponsored by MACA in October enjoyed your sessions. The Committee members worked very hard to make that day enjoyable as well as educational.

Since this will be the last newsletter before the Holidays, on behalf of the MACA Board Members and myself, I would like to take this opportunity to wish each of you a very Merry Christmas and Happy New Year!

Until next time,
Andrea

SOCIAL COMMITTEE UPDATE FOR MACA CONFERENCE 2005

The committee has decided to try something new for attendance prizes this year!! Rather than getting ticket stubs and trying to listen for your number to be called, each clerk is required to bring two business cards to conference. At the luncheon on Tuesday and Wednesday one card will be dropped in a bowl as you enter the room each day. Throughout the luncheon we will be calling names and the clerk must be present to win. (If you don't have business cards we will supply a few blank ones.) Thursday's luncheon is sponsored by the Vendors and if you're lucky you may get something extra in your box to receive an attendance gift.

REGION II REPORT

Region II held a training session on September at Blue Springs Municipal Court. Mike Clark, an Shriver from the Belton Police Department w speakers. They shared valuable information o Theft as well as how to protect our courts from c fraud. WACA's annual meeting will be held on with a bus tour to Jefferson City. Points of in be State Capitol Building, Missouri Supreme Cc Governor's Mansion and Missouri Law Enforce seum. We currently have 30 people registered f filled learning experience. During the tour one c hard working members will be presented with Award of Merit. Region II also has decided on th mas Project. This year we will be taking donati elderly woman whom cares for her disabled son.

ADVANCED CERTIFIED COURT ADMINISTRATOR (ACCA) PROGRAM SUR (Fax or Mail to Andrea Holland, MACA President by January 5, 2005)

Your Name: _____ Name of your Court: _____

1. Are you a Certified Court Administrator (CCA)? Ye
2. What year were you certified?.....
3. How long have you worked for the court system?.....
4. Are you interested in an Advanced Certification Program? Ye
5. Did you attend the program presented by Dr. Connor at the 2004 MACA Annual Conference? Ye
If yes, was that program of interest to you?..... Ye
6. Would you be interested in Advanced Certification, if you had to pay the tuition for the college credits?... Ye
7. Will your city reimburse you for the cost of the tuition? Ye
8. What is your highest year of education completed?
High School Undergraduate Graduate Other: _____
9. Would you be interested in participating in an Advanced Certification program involving all or part of the following?
A. Writing a "term paper" involving a court related topic of interest to you or your court. Y
B. Having your "term paper" published in the MACA reporter..... Y
C. Presenting your topic at a MACA sponsored educational event. Y
10. Does your city pay for attendance at the Annual Conference? Y
11. Do you have a training / education budget?..... Y
12. Do you have any other comments relating to the Advanced Certification Program?
(Use a separate sheet of paper for comments.)
13. What would you like to see incorporated into the advanced Certification Program?
(Use a separate sheet of paper for comments.)

MACA 2005 BUDGET APPROVED OCTOBER 9, 2004**INCOME:**

2005 Membership Dues	12,500.00
2006 Membership Dues	3,000.00
CCA Plaque Reimburse.	1,600.00
Annual Conf. Registration	36,900.00
Contingency	20,855.00
Interest Earned	130.00
MTI Contract	5,000.00
MTI Expense	1,500.00
MTI Indirect Expense.	4,900.00
Nametages	0.00
Pre-Conference Fees	2,000.00
Profess. Dev. Fees.	2,400.00
Promotional Sales	1,300.00
Vendor's Fees	2,000.00
Miscellaneous Income.	0.00
Total Income	\$94,085.00

EXPENSES:

Annual Conference	
Audio Visual	5,000.00
CCA Plaques	1,800.00
Conference Gifts	2,000.00
Conf. Pins / Ribbons	850.00
Lodging	200.00
Meals / Breaks	20,000.00
MTI CEUs	500.00
MTI Contract	5,000.00
MTI Expenses	1,100.00
MTI Indirect Exp.	5,000.00
Officer / Dir. Plaque	500.00
Postage	600.00
Printing	3,500.00
Promotional Sales	1,000.00
Social	2,000.00
Speaker Fees 05	12,500.00
Speaker Fees 06	5,000.00
Supplies	1,000.00
Tips / Services	50.00
Vendor Table Fees	450.00
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Lodging	4,675.00
Meal	640.00
NACM Conf. Exp.	1,800.00
Nametags	0.00
Postage	200.00
Residential Exp.	300.00
Storage	500.00

Supplies	200.00
Technology	1,000.00
Travel	3,000.00
Total Association Expenses	\$12,915.00

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Total Committees	\$495.00

Education Committee:

Lodging	275.00
Meals	50.00
Travel	250.00
Total Education Committee	\$575.00

Miscellaneous Expense **\$0.00**

Newsletter / Publications:

Membership Dir.	50.00
Postage	900.00
Typesetting	4200.00
Total Newsletter	\$5150.00

Pre-Conference:

Audio Visual	300.00
Break	100.00
Postage	0.00
Printing	450.00
Speaker Travel	350.00
Speaker Fees	750.00
Supplies	100.00
Total Pre-Conf. Expenses	\$2050.00

Professional Development **\$3500.00**

Regional Training / Development:

Region 1	\$150.00
Region 2	\$150.00
Region 3	\$150.00
Region 4	\$150.00
Region 5	\$150.00
Region 6	\$150.00
Region 7	\$150.00
Region 8	\$150.00
Region 9	\$150.00
Total Reg. Training / Development	\$1350.00

Total Income	\$94,085.00
Total Expenses	\$94,085.00



MISSOURI ASSOCIATION FOR COURT ADMINISTRATION

Established 1986

2005 MEMBERSHIP APPLICATION FORM

(Note: Complete an Application Form for each Member.)

DATE: _____

- Please Print Clearly -

INDIVIDUAL'S MEMBERSHIP DATA:

First-Time Member _____ Previous Member _____

Name: _____ Court Title: _____

Social Security #: _____ - _____ - _____ Years of Court Service: _____ Date Rec'd. CCA: _____

E-mail Address: _____

✦ (Other names that you may have been listed under: _____)

✦ (If new clerk, name of clerk that you are replacing: _____)

✦ Previous clerk: Retired _____ Transferred - Another court _____ Other (?) _____

COURT'S MEMBERSHIP DATA:

First-Time Member _____ Previous Member _____

Name of Court: _____

Court Mailing Address: _____

City _____ MO Zip _____

PHONE # (_____) _____ Ext. # _____ FAX # (_____) _____

Court's Main Phone #

Clerk's Ext. #

Court's Main Fax #

Type of Court: Municipal _____ Associate _____ Circuit _____ Other _____

County: _____ Circuit #: _____ MACA Region # _____

Judge's Name(s) _____ Prosecutor's Name(s) _____

Chief Judge

Chief Prosecutor

ANNUAL MEMBERSHIP FEES OF \$35 ARE DUE ON JANUARY 31st OF EACH YEAR. (All Categories)

Note: Eff. Mar. 17, 2001; Membership Dues are not transferable.

Eff. Aug. 03, 2002; Membership Dues received after Oct. 31, will not be accepted for the current year.

MAKE CHECK PAYABLE TO: MACA

Mail To: Cindy Stranghoener, MACA Treasurer
Owensville Municipal Court
107 W. Sears Ave.
Owensville, MO 65086

Yearly Dues: \$35.00

Amount Paid: _____

Form Rev. 10/01/2004

-MACA USE ONLY-

Date Pmt. Rec'd: _____ Amt. Rec'd: _____ Check# _____

MACA BOARD OF DIRECTORS 2004-2005

President

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PH: 573-468-4612
FAX: 573-468-8270
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Vice-President Elect

Rick Thompson
Springfield Municipal Court
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PH: 417-864-1363
FAX: 417-864-1883
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Secretary

Pam Jackson
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300 N. Clark St.
P.O. Box 366
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PH: 660-263-3914
FAX: 660-263-8540
pjackson@moberlypd.com

Treasurer

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FAX: 573-437-5156
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Immediate Past President

Shara Meyer
Columbia Municipal Court
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Columbia, MO 65201
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FAX: 573-874-7533
slm@gocolumbiamo.com

Membership Director

Janet Gustin
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FAX: 816-792-6046
jgustin@ci.liberty.mo.us

Professional Development Director

Pam DeVault
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10 N.E. Tudor Road
Lee's Summit, MO 64086
PH: 816-969-7720
FAX: 816-969-7521
pdevault@lees-summit.mo.us

Region 1 - Director

Pat Siekerman
Fenton Municipal Court
625 New Smizer Mill Rd
Fenton, MO 63026
PH: 636-343-1007
FAX: 636-326-2964
psiekerman@fentonmo.org

Interim

Julie Hohe
Riverview Municipal Court
9699 Lilac Drive
Riverview, MO 63137
PH: 314-868-0700
FAX: 314-868-3252
riverviewcourt@birch.net

Region 2 - Director

Alberta Talken (Bert)
Raymore Municipal Court
100 N Municipal Circle
Raymore, MO 64083
PH: 816-331-1712
FAX: 816-331-0634
atalken@raymore.com

Region 3 - Director

Debbie Freise
Moscow Mills Municipal Court
P.O. Box 218
Moscow Mills, MO 63362
PH: 636-366-9969
FAX: 636-356-4062
debfriz@netscape.net

Region 4 - Director

Wendy Seabaugh
Jackson Municipal Court
101 Court Street
Jackson, MO 63755
PH: 573-243-3568
FAX: 573-204-8292

Region 5 - Director

Janet Stemm
Duquesne Municipal Court
1501 S. Duquesne
Joplin, MO 64801
PH: 417-781-5085
FAX: 417-781-4570
jkstemm@gbronline.com

Region 6 - Director

Glenda Atkinson
Cameron Municipal Court
205 North Main
Cameron, MO 64429
PH: 816-632-2177
FAX: 816-632-1067
court@cameron-mo.com

Region 7 - Director

Jammey Brandes
Cooper County Circuit Court
200 Main St, Rm 26
Boonville, MO 65233
PH: 660-882-2232
FAX: 660-882-2043
jammey.brandes@court.mo.gov

Region 8 - Director

Kathy Rogers
Rolla Municipal Court
P.O. Box 979, 102 W. 6th St.
Rolla, MO 65401
PH: 573-364-8590
FAX: 573-364-7829
krogers@rollacity.org

Region 9 - Director

Patricia Cooper
Springfield Municipal Court
625 N. Benton
Springfield, MO 65806
PH: 417-864-1890
FAX: 417-864-1883
pattyfish56@msn.com

DECLARATION OF CANDIDACY

This is an election year for Executive Board and odd-numbered Regional Directors. Elections are open to all Active members of the Missouri Association for Court Administration, Inc. An Active member must have their 2005 annual dues paid on or before March 15, 2005, in order to be eligible to vote. No other membership class may run for or hold a position on the Board of Directors.

**THIS DECLARATION MUST BE RECEIVED BY MARCH 15, 2005
BY THE NOMINATIONS COMMITTEE CHAIRPERSON.**

Please send this Declaration of Candidacy to:

Shara Meyer
Columbia Municipal Court
600 E. Broadway
Columbia, MO 65201
Fax: 573-874-7531

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

President-Elect

Secretary

Treasurer

Member Director

Professional Dev. Director

Region I

Region III

Region V

Region VII

Region IX

I hereby declare my candidacy for the above position of Director on the Board of Directors of MACA. I am an active member of MACA and will uphold the integrity of the office of which I am seeking. I am committed to improve the growth of MACA and will be attending the Annual Court Conference in May of 2005 at Tan-Tar-A, Osage Beach, MO.

Name (signature)

Date

Court

Years in Position

City, Zip Code

Area Code, Phone Number

(continued on reverse)

**** APPLICATIONS MUST BE RECEIVED NO LATER THAN MARCH 15, 2005 ****

SCHOLARSHIP APPLICATION 2005

NAME: _____

COURT: _____

MAILING ADDRESS: _____

CITY & ZIP: _____

BUSINESS PHONE: _____

COURT CLERK / ADMINISTRATOR FOR _____ YEARS / MONTHS

MEMBER OF MACA SINCE: _____

POPULATION: _____ 10,000 & UNDER _____ OVER 10,000

AMOUNT BUDGETED BY CITY FOR TRAVEL / EDUCATION FOR

MUNICIPAL COURT EMPLOYEES: \$ _____

NUMBER OF COURT EMPLOYEES: _____

ARE ANY TRAVEL EXPENSES ASSUMED BY CLERK / ADMINISTRATOR REIMBURSED BY YOUR CITY: (circle one) YES NO

DOES YOUR COURT COLLECT \$1.00 FROM COURT COSTS FOR JUDICIAL EDUCATION FUND? (circle one) YES NO

IF YES, AMOUNT COLLECTED FOR _____ : \$ _____

**** Please attach a copy of your budget for the last fiscal year. ****

Mail to: Janet Stemm, Duquesne Municipal Court
1501 S Duquesne Road, Joplin MO 64801

SIGNATURE

DATE

**** MACA USE ONLY ****

PAID: CHECK # _____ DATE: _____

**MISSOURI ASSOCIATION FOR COURT
ADMINISTRATION**

ESTABLISHED 1986

**AWARD OF MERIT
APPLICATION FOR NOMINATION**

NAME OF NOMINEE: _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ E-MAIL: _____

JOB TITLE & BRIEF DESCRIPTION: _____

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 15, 2005

MAIL TO: JANET STEMME
DUQUESNE MUNICIPAL COURT
1501 S DUQUESNE ROAD
JOPLIN, MO 64801

**MISSOURI ASSOCIATION FOR
COURT ADMINISTRATION**
C/O Cameron Municipal Court
205 North Main
Cameron, MO 64429



Lee's Summit Municipal Ct. (2)
10 NE Tudor Road
Lee's Summit, MO 64086

BY LAW AMENDMENTS

If there are any recommendations for by-law amendments, please send these to the by-law chair person to the address below.

Wendy Seabaugh
Jackson Municipal Court
101 Court Street
Jackson, MO 63755

RETIRING MEMBERS

All members of MACA that will be retiring from their position after the 2005 Annual Conference, please submit your names to Andrea Holland by April 1, 2005. Andrea may be contacted at:

210 W. Washington
Sullivan, MO 63080
PH: 573-468-4612
FAX: 573-468-8270

2005 ANNUAL CONFERENCE BROCHURE DESIGN CONTEST

For the 2005 Annual Conference, the Education Committee of MACA is holding a design contest for the conference theme. The design will be featured on the conference registration brochure, conference notebook and the conference t-shirt. The theme for 2005 will be **LEADERSHIP: CREDIBILITY IN ACTION**. DEADLINE: December 1, 2004.

Send designs to:

Pam DeVault
Lee's Summit Municipal Court
10 NE Tudor Road
Lee's Summit, MO 64086

We are in need of Vendors for the 2005 MACA Conference. If you have any ideas or names of vendors that you would like to see at the conference, please contact Julie Hoge at:
314-868-9130 or riverviewcourt@birch.net