



PCCFOA

Pierce County Clerks' & Finance Officers' Association

PCCFOA Meeting Minutes

January 22, 2025 - 12:00 PM

City of Fife - Meeting Room

5411 23rd St E - Fife, WA 98424

Members present: Sadie Schaneman (Bonney Lake), Kandice Besaw (Bonney Lake), Debbie McDonald (Bonney Lake), Dan Vessels Jr. (Puyallup), Hannah Scholl (Auburn), Brodie Rota (Fife), and Jessica Clark (Buckley).

A. Call to Order

President Sadie Schaneman called the meeting to order at 12:00 PM.

B. Welcome and Introductions

Members took turns introducing themselves.

C. Approval of August 21, 2024, Meeting Minutes

Jessica Clark moved to approve the August 21, 2024; meeting minutes as presented. Seconded by Kandice Besaw. Voice vote was taken and carried 7-0.

D. Approval of the October and December Treasurer's Report

Hannah Scholl moved to approve the October and December 2024 treasurer's report as presented. Seconded by Kandice Besaw. Voice vote was taken and carried 7-0.

E. Approval of the January Scholarship Committee Report

Hannah Scholl moved to approve the January 2025 scholarship committee report as presented. Seconded by Kandice Besaw. Voice vote was taken and carried 7-0.

Member Kandice Besaw reviewed the report, asked for feedback regarding changing the requirements to yearly and having to attend one meeting a year minimum.

Dan Vessels Jr. moved to approve the new requirements for receiving a scholarship. Seconded by Jessica Clark. Voice vote was taken and carried 7-0.

F. Other Discussion Items

a. Bimonthly vs Quarterly Meetings

President Sadie Schaneman brought up the possibility of changing to

quarterly meetings to help with schedule conflicts, getting more members to attend, and help with trying to find education trainings.

Kandice Besaw moved to approve changing to quarterly meetings. Seconded by Debbie McDonald. Voice vote was taken and carried 7-0.

b. Membership Fees

President Sadie Schaneman brought up the possibility of raising the membership dues \$5.00 per member. Dues hasn't been increased in a long time and costs are increasing.

Dan Vessels Jr. moved to approve raising membership dues to \$25.00 for the first person and \$20.00 for each additional member per entity. Seconded by Jessica Clark. Voice vote was taken and carried 7-0.

c. Education Committee

President Sadie Schaneman brought up the possibility of an Education Committee to help with topics, speakers, and some paid training opportunities. There was general consensus to send an email to all members and see if there were any volunteers. In the interim, Member Kandice Besaw will take the lead and start researching topics.

d. Host Cities 2025 Meetings

President Sadie Schaneman will send an email to all members for host cities in 2025.

e. Any Other Items

- i. President Sadie Schaneman explained that the board did a vote by email in October to approve utilizing the money set aside for speakers and room reservation in the 2024 Budget for this December PCCFOA meeting (this meeting). She explained the vote needed to be ratified.

Dan Vessels Jr. moved to approve the ratifying of the board email vote to utilize the money set aside for speakers and room reservation in the 2024 Budget for this December PCCFOA meeting . Seconded by Kandice Besaw. Voice vote was taken and carried 7-0.

- ii. President Sadie Schaneman brought up Member Shawn Campbell asked if PCCFOA will donate to the WMCA 2025 Annual Conference

as done in previous years.

Jessica Clark moved to spend \$1,000 with \$500 going to the WMCA Scholarship Fund, \$500 going to an auction item from PCCFOA for the 2025 WMCA Conference. Dan Vessels Jr. seconded the motion. Voice vote was taken and carried 7-0.

G. Election Of Officers And Appointments To Committees

Discussion occurred regarding officers for the coming year. Nominations and volunteers were accepted.

There was general consensus to approve the following slate of officers for 2025:

Sadie Schaneman - President

Hannah Scholl - Vice President

Treva Percival - Treasurer

Scholarship Committee – Kandice Besaw

President Sadie Schaneman will send an email to all members asking if anyone will be Secretary.

H. Education Training (Holiday Edition)

Members played Clerks Knowledge Jeopardy and Clerk Items Price Is Right.

I. Next Meeting

President Schaneman noted that she will send an email to all members asking for volunteer host cities for 2025 meetings.

J. Adjournment

With no objection, President Schaneman adjourned the meeting at 1:28 PM.



Sadie A. Schaneman, President