



City of Carthage, Missouri

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

December 10, 2024 - 5:30 PM
CITY HALL COUNCIL CHAMBERS

MINUTES

1. Call to Order

MEMBERS PRESENT: Jana Schramm, Derek Peterson (present via zoom) , Terri Heckmaster

STAFF PRESENT: Interim City Administrator Traci Cox, IT Administrator Michael Keith, and City Clerk Miranda Deal

Chair Jana Schramm called the meeting to order at 05:30 PM.

2. Old Business

1. Approval of November 26, 2024 Minutes

ACTION: Motion to accept/approve item 2.1. by Terri Heckmaster;
Motion passed with a 3:0

AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

2. Review & Approval of the Claims Report

ACTION: Motion to accept/approve item 2.2. by Derek Peterson;
Motion passed with a 3:0

AYES: Jana Schramm, Derek Peterson, Terri Heckmaster

3. Citizens Participation

(Citizens wishing to speak should notify Department Head or Committee Chair in advance)

4. New Business

1. Staff Reports

Ms. Deal reported that the election filing had started that day and that there were 3 people that day who had signed up for the election. The candidate filing is open through December 31.

Ms. Cox reported that there was an applicant for the tourism position. She also said that the salary study committee had met and that the Tourism/PIO job description and the Parks and Recreation Events Coordinator description had some changes made that will go to Public Services before it comes back to Insurance Audit and Claims for approval.

5. Adjournment

ACTION:	Motion to Adjourn at 05:36 PM by Terri Heckmaster
	Motion Passed with a 3:0
AYES:	Jana Schramm, Derek Peterson, Terri Heckmaster