



ESTABLISHED 1977

A judicial organization established to support and promote service in court administration in St. Louis City, St. Louis County, St. Charles County, and Jefferson County through education and networking.

[www.mslaca.org](http://www.mslaca.org)

## **About us.**

MSLACA is a not-for-profit organization founded March 28th, 1977, in Overland, Missouri. The Metropolitan St. Louis Association for Court Administration (MSLACA) was created for area court administrators to share information and obtain educational training specific to the administration of municipal divisions.

The association is led by an Executive Board consisting of elected and appointed persons that are governed by a set of bylaws adopted solely by the membership.

MSLACA is a member driven organization fueled by member participation. Throughout the year there are multiple opportunities to volunteer to host meetings, trainings, present educational topics, plan association outings, and volunteer in the communities in which we serve.

Membership is inclusive of all who are engaged in a field related to court management.

## **Our Purpose.**

The purpose of this association shall be to define, educate, and achieve the art & science of court administration through:

- Promoting and developing the association as an agency for the professional benefit of court administrators and/or other officials or person with the same or similar powers and duties.

- Promoting a better understanding by the court administrator of his or her official duties, obligations, and responsibilities.
- Establish and improving methods and procedures in record keeping in the field of court administration.
- Promoting cooperation and assistance between member and non-member court administrators.
- Urging association members to be active participants in the association and performing services that may best meet the interest and needs of the association and the public we serve as court personnel.

## **Membership.**

There are three membership classifications:

Active- Any person serving as a clerk of the court, court administrator, or other recognized title or assistant to the administrative title, may become an active member upon the payment of dues. Active Members may vote, hold office and serve on committees, and are eligible to apply for a scholarship to attend the MACA Annual Conference. All Active Members are expected to attend a minimum of fifty percent (50%) of regular membership meetings held each year.

Associate- Any person engaged in a field related to the work of the court and its administration, may become an Associate Member upon the payment of dues. A member of the judicial system and/or prosecutor's clerk role would be in this membership classification. Associate members may vote, hold office, and serve on committees. All Associate Members are expected to attend a minimum of fifty percent (50%) of regular membership meetings held each year.

Retired- Reserved for active members upon retirement from the judicial system. Retired members may serve on committees and may vote but may not hold office.

## **Membership Dues.**

Membership Dues are paid annually on or before February 15th.

Active Membership- \$50.00

Associate Membership- \$50.00

Retired Membership- \$10.00

## **Meetings.**

Meetings are held throughout the year and hosted at locations volunteered by any association member. Each meeting provides educational and networking opportunities. Educational opportunities may include topics such as rule updates, legislative updates, procedural training, and task specific training. All membership meetings are open to non-members if the attendee is in affiliation with a city and/or municipality.

Members may claim ½ a credit hour towards their Court Administrator Certification through the Missouri Association for Court Administration (MACA) for each meeting attended.

The cost to attend meetings as a member is \$20.00 per meeting and \$25.00 as a non-member.

## **Your Executive Board.**

President- Courtney Whiteside  
St. Louis County Municipal Division

Vice-President & Education Director- Stacey Fields  
Crestwood Municipal Division

Secretary- Amie Clemonds  
Des Peres Municipal Division

Treasurer- Christine Schwartz  
Brentwood Municipal Division

Past-President, Scholarship & Nominations Director- Heather Smith  
St. Charles County Municipal Division

Historian- Forlonda Cooper  
Byrnes Mills Municipal Division

Associate Member Representative- Betsy Groat  
St. Charles Municipal Division

### Committee Directors:

Community Outreach- Shantel White  
Brentwood Municipal Division

Seminar- Deana Alexander  
St. Charles Municipal Division

Bylaws, Policy and Procedures- Deb Mills  
Florissant Municipal Division

Legislative- Helen Lindsey  
Pagedale Municipal Division

Membership- Shana Johnson  
St. John Municipal Division