

## Meet Commissioner Hagan...

Nancy Hagen was appointed to the Commission November 3, 2014 and confirmed during the 2015 legislative session. A Democrat from Greene County, Commissioner Hagan is a retired music educator. She also ran for public office to the Missouri House of Representatives in 2006 & 2008. Her background both as an educator and as a candidate gives her a unique perspective that is an asset to the Commission. Her term ends March 15, 2018.

View a list of all [Commissioners](#) currently serving.



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## Have you filed your PFD?

**Annual Filers: May 1st deadline for filing is fast approaching!!**

See [PFD Flyer](#) for more info.

If your name was submitted to our office by a political subdivision (ex: state agency, county, city, board, school district, etc.) as a person required to file a Personal Financial Disclosure (PFD) statement because of a position you held in 2014 with that subdivision, then you must file your PFD by **5:00 pm on May 1, 2015** (or post-marked by April 30, 2015). Time period covered is from Jan 1, 2014 - Dec 31, 2014 (or portion of year that you served).

### ► E-File your PFD

1. Complete [PFD E-Filer Account Request](#)
2. Upon receipt of your MEC Online ID & Password (sent to the email address provided), **log in** to the [PFD E-Filing System](#)

**If PFD is not timely filed penalties apply, including late fees!**

**Second notices mailed on 4/07/15 to annual filers that have yet to file their PFD.**

## Lobbying Report Due

### List of Principals & Legislative Action—due **May 30**

Avoid common reporting errors:

- ⇒ Only one report is required per principal; any one of multiple lobbyists that are registered to lobby on behalf of a principal may report for that principal.
- ⇒ Must include general description of the proposed action; may provide the bill number but also include brief description of the bill.
- ⇒ Report includes the lobbying of any action by an official agency, board or commission of state government (ex: if lobbying the head of a state agency, that action is reportable).

## Political Subdivision Reminders...

**Is your contact information up to date?** If not, log in and update.

**Verify that your designated required filers** have submitted their PFD statements:

1. Go to our website
2. Log in to the [Political Subdivision Filing System](#) (use your subdivision's log in information...**HINT**► your MEC Online ID begins with the letter "S" for subdivision)
3. Select the "Filer Status" GO button and view each filer's status



## Coming Soon: New MEC Website!

The Missouri Ethics Commission will be rolling out a new website this quarter. You will continue to view all information currently available, but with a new look and layout. A short tutorial on navigating the new website will be available.

A few of the new features include:

- New tablet and mobile friendly design
- Educational Resources page
- Quicker access to information from the home page
- Live Twitter feed

## Training Info

Is your organization, association, or political subdivision having a meeting or conference? The Missouri Ethics Commission is available to conduct training or present on topics such as conflict of interest, use of public funds, personal financial disclosure, and campaign disclosure requirements. Send an email request to [training@mec.mo.gov](mailto:training@mec.mo.gov) to schedule.



## Campaign Finance Disclosure Reminders...

If committee must file an election specific report (40 Day Before, 8 Day Before, or 30 Day After) because it had qualifying activity, the report must include all committee activity, not just the contribution or expenditure for the candidate or ballot measure they are supporting or opposing.

Payments to **campaign workers** must be itemized, regardless of the amount. A campaign worker is someone that you hire to assist with your campaign activities (does not include unpaid volunteers).

**Business cards** used for campaign purposes are considered printed material, see [Campaign Materials Identification Requirements \(Paid-for-by\) Brochure](#).

The **48 Hour Report of Contribution of \$5,000** is required for a contribution (incl loan) received over \$5,000. It must be filed within 48 hours of receipt and filed electronically. Local filers filing on paper with their local election authority need to register committee, establish e-filing account with MEC and file the report, within 48 hours to avoid late fees.

To aid in recording and importing contributions and loans received, itemized expenditures all over \$100, and contributions made, filers can use the **Import Function** in the e-filing system. View [Excel Template](#), [Import Function Tutorial](#) and [Import Specifications](#).

**Time period covered for a limited activity report** is from the day after the last report was filed (or date committee was formed) through closing date for this report. The **time period covered for a full disclosure report** is from the day after the *last full disclosure report* (or date committee was formed) through closing date for this report (not last limited activity report).

**Continuing (PACS) and Political Party Committees** report for the current calendar year. If April Quarterly is first report this year, remember to begin the committee's totals for receipts, expenditures and contributions made at zero (\$0.00) for 2015. The ending report totals for Money on Hand and Indebtedness are brought forward each reporting period for the life of the committee.

### Contact us:

**Physical address:**  
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[www.mec.mo.gov](http://www.mec.mo.gov)

**Twitter:**  
[@MOethics](https://twitter.com/MOethics)

**April Quarterly Report is due from all committees April 15.**