

## **UTAH MUNICIPAL CLERKS ASSOCIATION BUSINESS MEETING APRIL 22, 2004**

Minutes of the Utah Municipal Clerks Association Business Meeting convened on April 22, 2004, at the Centennial Room of the E-Center, West Valley City, Utah. Minutes recorded by Secretary Rose Mary Jones.

**CONVENED:** 3:15 p.m.

**ROLL CALL:** President Joanne Lesser, 1<sup>st</sup> Vice President Stephanie Fricke, 2<sup>nd</sup> Vice President Virginia Loader, Membership Chairman Dana Pollard, Education Chairman Brenda Ouderkirk, Education Director Chris Meeker, Treasurer Jeanette Curtis, Secretary Rose Mary Jones, Past President Sheri McKendrick, and approximately 130 attendees.

**WELCOME:** President Joanne Lessar welcomed everyone in attendance.

### **INTRODUCTION OF UMCA CANDIDATES AND SPEECHES:**

Because of scheduling conflicts, the candidates were introduced at this time by 1<sup>st</sup> Vice President Stephanie Fricke. Candidates are as listed: 2<sup>nd</sup> Vice President–Rose Mary Jones; Secretary–Brenda Bingham; Board Members–Dianne Aubrey, Stephanie Carlson, Gay Cragun, Amanda Fraughton, Greg Schafer, Donna Weaver; and Ratification of Appointment–Christine Meeker to fill the Board Member position left vacant by resignation of Melanie Briggs. Candidates were asked the following question–"If you could be any Utah City Recorder in attendance at this conference, who would you be and why?" Each candidate also answered a separate individual question.

Following these introductions, President Lessar introduced and recognized Darlene Hess as Chairman for the UMCA Election. Chairman Hess introduced the other election judges; they are: Michele Jolley, Jona Skerl, Carel Hicks, and Rita Walker. The members were informed of the polling times and place.

### **APPROVAL OF SEPTEMBER 11, 2003 BUSINESS MEETING MINUTES:**

The minutes of the Utah Municipal Clerks Association Business Meeting held on September 11, 2003, had been prepared by Secretary Rose Mary Jones and were reviewed by the membership present.

**2<sup>nd</sup> Vice President Virginia Loader moved to approve the minutes as written. Motion was seconded by Past President Sheri McKendrick. Motion carried.**

## **YEAR END FINANCIAL REPORT:**

Treasurer Jeanette Curtis had prepared a copy of the Compiled Statement of Financial Condition for the year ending August 31, 2003. This report was included in the conference registration packets and was reviewed by the general membership. There was no discussion regarding this report.

## **EDUCATION REPORT:**

No new information was presented at this time.

## **MEMBERSHIP REPORT:**

2<sup>nd</sup> Vice President Loader thanked everyone for being in attendance noting that the conference had been very well attended.

## **REGION ASSOCIATION REPORTS:**

### **UTAH MUNICIPAL CLERKS ASSOCIATION**

#### **2004 REGIONAL ASSOCIATION OFFICERS**

#### **BEAR RIVER AREA CLERKS ASSOCIATION - BRAG:**

President Teri Fellenz – Willard City

1st Vice President Annette Rindlisbacher – Clarkston Town

2nd Vice President Julie T. Bergeson – Lewiston Town

Secretary/Treasurer Mary Kate Christensen -- Brigham City

Past President O. Dean Clegg -- Smithfield City

#### **CENTRAL UTAH RECORDERS ASSOCIATION - CURA:**

President Jo Evans -- Springville City

Vice President Gina Peterson -- Orem

Secretary Debbie Walser – Mapleton City

Treasurer Alyson Alger –Saratoga Springs

Past President Amanda Fraughton – Pleasant Grove

**DAVIS, MORGAN, WEBER RECORDERS ASSOCIATION: DMWRA:**

President Susan Hale -- Sunset City

Vice President LaRae Dillingham – North Salt Lake

Secretary Diane Hirschi – Plain City

Past President Nancy Dean -- Clearfield City

**GREATER SALT LAKE CLERKS/RECORDERS ASSOCIATION - GSLCRA:**

President Stephanie Carlson – Holladay City

Vice President Lynette Hallam – Francis Town

Secretary Kristi Peterson – Herriman City

Treasurer Kate Black – Alta Town

Past President Melanie Briggs – West Jordan City

**NORTHEASTERN RECORDERS ASSOCIATION - NRA:**

President Roxanne Behunin – Vernal City

Vice President Carolyn Wilcken – Roosevelt City

Secretary/Treasurer Connie W. Mott – Naples City

**SOUTH CENTRAL UTAH RECORDERS ASSOCIATION - SCURA:**

President Brenda Malmgren – Salina City

Vice President Brenda S. Bingham -- Ferron City

Secretary Jacqueline L. Hart – Fillmore City

Past President Patricia K. Bagley – Koosharem

**SOUTHEAST UTAH RECORDERS ASSOCIATION - SURA:**

Contact Person Rachel Ellison – Moab City

**SOUTHWEST REGIONAL MUNICIPAL CLERKS ASSOCIATION - SRMCA:**

President Kelly Foster – Toquerville

Vice President Tina Loui – Washington City

Secretary/Treasurer Rita Rice – La Verkin City

Past President Cecilia Johnson – Parowan

**BRAG REGION:** BRAG Region President Teri Fellenz reported that there are 37 members in their association. She recognized those officers serving with her in the region. The region includes Box Elder, Cache, and Rich Counties. The group meets on a quarterly basis. Sydney Fannesbeck from ULC&T was the guest speaker at the last meeting. At the upcoming meeting, information on Institute/Academy will be discussed. The region is also planning a meeting with an open forum to discuss and learn from each other.

**CURA REGION:** President Jo Evans recognized the other officers in their region. Their association includes Juab, Wasatch, Utah, and Carbon Counties. They hold a meeting every month except when conferences are held and really enjoy working with each other.

**DMWRA REGION:** Vice President LaRae Dillingham reported that their region is made up of Davis, Morgan, and Weber Counties. They meet monthly except for April and September. Their association likes to be involved in a service project each year and has been working with the Red Cross Disaster Preparedness. They have had education on various topics—a couple of these were about notaries and also appeal boards for employees.

**GSLCRA REGION:** Vice President Lynette Hallam recognized the current officers in their association. Their region includes Summit, Salt Lake, and Tooele Counties. She indicated that their region really likes to have fun. For some of their meetings, they have had Lincoln Shultz come and given them information on new legislation, toured the Oakley sewer facility, had a Christmas party, and toured the Salt Lake Library.

**NRA REGION:** President Roxanne Behunin reported that they meet two times each year. They have had election training presented by their county clerk. She also reported that Vernal has a lot happening as a new Utah History Museum has been built. The recorders for their association will be invited to tour this new facility prior to opening it to the public.

**SCURA REGION:** Vice President Brenda Malmgren indicated that their region includes Sevier, San Pete, and Wayne counties. Their region is very rural and it is hard for their recorders/clerks to get away. They meet on a quarterly basis. She reported that the following topics were covered during the last year—records management presented by Gloria Berrett, nuts and bolts, regulations as presented by Craig Bott from ULGT, and home business licensing presented by Jo Evans. She recognized the officers in their association and thanked them for being energetic and willing to serve.

**SURA REGION:** Rachel Ellison reported that they were lonely as there are so few clerks that participate in their region. They meet twice a year at the UMCA Spring and Fall Conference.

**SRMCA REGION:** President Kelly Foster reported that their region meets on a quarterly basis. The last meeting held was a nuts and bolts session. Their goal is to increase the attendance for their region. They would like to challenge another region with struggling membership attendance to see who would be able to get their attendance up to a higher percentage.

**BYLAWS:**

President Lessar informed the membership that the Bylaws had not been updated for several years. There had been a few problems that had come up this year that needs to be addressed. 2<sup>nd</sup> Vice President Loader is over the Bylaws; volunteers were requested to serve on this committee to review the current Bylaws and suggest any needed changes. Members were asked to contact 2<sup>nd</sup> Vice President Loader if they would be willing to serve.

The committee will revise the bylaws and will include proposed changes in the newsletter for everyone to review. Revisions will be considered at the September Business Meeting.

**SPECIAL RECOGNITIONS:**

President Lessar recognized Greg Schafer for creating and updating the UMCA website. This is very beneficial to the organization.

President Lessar reported that Murleen Bean had received \$500 for completing a CDBG Application and obtaining the grant. The money was awarded to her by her council for her diligence.

Certificates of appreciation were presented to the following:

Election Committee: Darlene Hess, Michele Jolley, Jona Skerl, Rita Walker, and Carel Hicks.

Handbook Committee: LaNice Groesbeck, Kim Holindrake, Marsha Morrow, Cindy LoPiccolo, Amanda Fraughton, Alyson Alger, Roxanne Behunin, Annette Spendlove, Ott Damerson, Venla Gubler, Debbie Walser, LaRae Dillingham, Toni Foran, and Donna Weaver.

Advancements:

CMC—Annette Rindlisbacher, Pam Knight, Mary Kate Christensen, Sally Milsom, LeeAnn Peterson, Brenda Bingham

Master Municipal Clerk Academy—Barbara Salmon, Carel Hicks, Teri Fellenz, Greg Schafer, Dana Pollard, Roxanne Behunin, Paulette Thurber, Donna Weaver

Master Municipal Clerk 1<sup>st</sup> Sustaining Level - Blair Painter, Stephanie Fricke, Rose Mary Jones

Master Municipal Clerk 2<sup>nd</sup> Sustaining Level - Judy Archibald, Sheri McKendrick

**MASTER MUNICIPAL CLERK** - Norene Rawlings, Dianne Aubrey, Valorie Topham

Honorary Member: Richard Moon

**UPDATE ON FUTURE CONFERENCES:**

IIMC, May 24-27, Whistler, British Columbia, Canada

UMCA Institute & Academy, August 2-6, 2004, University of Utah, Salt Lake City

ULC&T Annual Conference, September 15-17, 2004, Salt Lake City

Future Conference Locations—2005 Richfield, 2006 Springdale, 2007 St. George, 2008 Snowbird

Suggested locations by the membership were for 2009 Moab and 2010 Orem. These will be reviewed by the Board to make sure there would be accommodations available to meet the needs of the conference.

**UMCA MEMBER CONCERNS:**

Greg Schafer requested that everyone become a part of the membership directory. If all of the e-mail addresses are available, everyone will be able to get the information which is sent out by the association.

**PRESENTATION:**

2<sup>nd</sup> Vice President Loader presented a delightful slide presentation of last year's spring conference, the IIMC Conference in Ohio, and the first day of this year's spring conference.

**ADJOURN:**

There being no further business, the business meeting was adjourned at 4:55 p.m.