

April 2017



UMCA April, 2017

President's Message

IT'S FINALLY SPRING!!! I think. Spring always gives me a much needed boost. It also means we are half way through the UMCA year, and Institute and Academy is behind us. We had a very successful I & A this year; I hope you all enjoyed it as much as I did. Karen Winningham at the U does such a great job of putting together these week-long trainings that are geared toward the success of Recorders and Clerks. A big thank you also goes to Colleen Mulvey for her help in putting together the agenda this year. We welcomed several new Clerks and Recorders at Institute and Academy.

Now we can look forward to Annual Conference in the fall. The UMCA Board is committed to helping you succeed in your professions, and as Past President, Annette Spendlove always said, "We are a profession of doers and doing it right." The Education Committee, Facility Director and Board Members have already made great progress in the planning of Annual Conference to be held in Logan, September 27th – 29th.

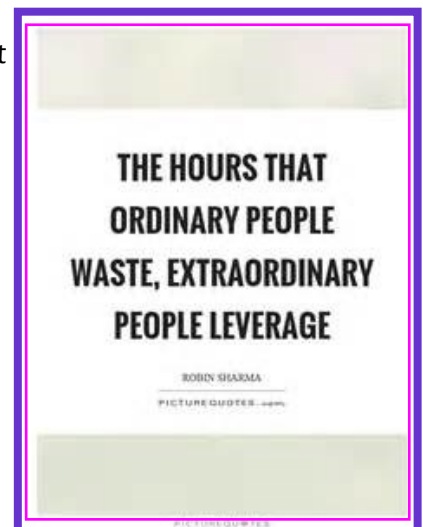
We have said our sad goodbyes to our Past President, Thieda Wellman, and wish her the best of times with her family during her retirement. We also get to Welcome Annette Spendlove to the Board, who is filling the vacancy left by Thieda. We are excited to have her back on the Board.

Remember your goals, focus beyond the ordinary, and fill your cities with extraordinariness. Yes, that is a word.

Sighaun Warnock

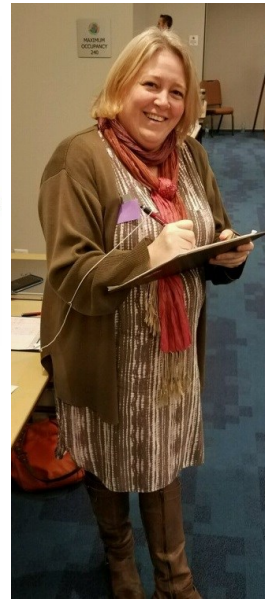
Inside this issue:

President's Message	1
Institute & Academy In Review	2-4
Institute & Academy	5
New UMCA Board Director, CMC & MMC	6
Exhibitors Reception	7
New CMC & MMC's	8
Movers & Shakers	9
Region Updates	10-11
Roving Training	11
Run for the Board,	12
Board Members	13



Institute and Academy in Review

March 20-24, 2017



New Attendees



Institute and Academy cont.



I was fortunate enough to be able to attend the week long clerk training this year and was so glad I did. I really enjoyed the classes this year, in my opinion they were the best classes ever! The speakers were able to cover areas of expertise that I deal with on a regular basis and actually make it interesting! I gleaned new ideas for my minutes, ordinances, elections, and business licensing. I truly enjoyed visiting and meeting other Clerks from around the State. They are amazing people who do amazing things that no one notices. I came home energized and ready to get back to work and improve upon my processes and procedures. I was also able to find unclaimed money for the Town!! (An added bonus!)

I want to thank the Board for all their efforts in making the week a success. I was happy I attended the courses and feel that my work will improve because of it. Thanks again for a great week!

Gail Ahlstrom, Huntsville Town Clerk

First I want to thank UMCA for my scholarship to the Institute. Hailing from the small Town of Castle Valley we have a very limited budget and the scholarship enabled me to attend. Being a "newbie" Clerk my first Institute was a bit overwhelming. Surrounded by so many competent Clerks that know so much more than me was eye opening. Everyone was so kind and friendly I felt a bit more secure knowing I can reach out for help. The week's highlights for me were Colleen's Election Checklist, Tate's Sticky notes, Anatomy of an Ordinance and who could ever forget Dustin's Preparedness purse. The treats and lunches were great ...I think I gained at least 8 pounds! Everything ran smoothly and was very well organized. Special thanks to Wendy Downs of Sandy City for rescuing me when my car was in the shop. We are all so lucky to live in such a great place and do the work we enjoy! Thank you UMCA.

Jocelyn lives with her partner, 3 horses and a cat in her idea of paradise.

Jocelyn Buck, Castle Valley Town Clerk

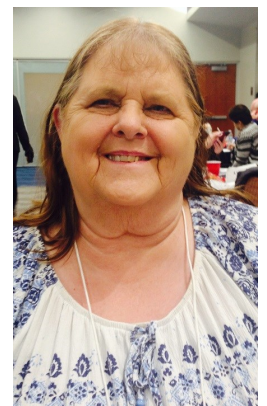


I enjoyed the interaction at this year's Institute and Academy with the professionals that know their craft as a Clerk and Recorder. Meeting people from all over the State from small towns to big cities was incredible. Hearing about how legislative issues affects them and how they handle all the different needs of so many different elected officials is impressive. I understand how difficult and stressful it can be to be the voice of reason, the one that knows the law and where to draw the line. It is a great group to be a part of and I am proud and excited to be a member of the UMCA and look forward to more trainings.

Melanie Edwards, Executive Assistant, South Jordan City

My favorite thing about Institute and Academy was the Anatomy of an Ordinance and the Repercussions of Organic Code by Kimball Clark and Bill Morris. I learned so much from this session and have already implemented some of the changes we needed to make. And as always Justin Lee and Cameron Diehl were very helpful and informative. This was an awesome training this year. It always is, but I felt like I learned so much this year. Thank you to all who worked so hard to put this together.

Monica Bowcutt, Virgin Town Clerk



More Institute & Academy



As a newcomer to the Institute and Academy I wasn't sure how it would measure up or even what to expect. I needn't have worried as it was thoroughly wonderful and I want to express my gratitude for everyone that made it happen. There was really something great about gathering to learn from and help others in your same field. I feel like I need another go around the following week to soak in all that I couldn't the first week.

I was asked to tell my favorite thing about Institute and Academy. I felt like the knowledge and experience from all the presenters was great and the classes were all enjoyable and engaging. Every single class brought to mind something I could improve on or some new idea to put into practice. I'm not sure I could pick a favorite among them. However, I believe my favorite thing about the institute was getting to know new people from all the other great communities in our state. I told my table that for this assignment I could just find a social media post about a certain amusement park and just change the words and it would fit perfect so here goes. . .

I just returned from *Certain Amusement Park* (UMCA I&A) and the whole experience was just Magical. Every one of the *staff members* (Board of Directors) was very polite and helpful. All the *Characters* (Educators) were super friendly and interactive to the *children* (participants) and seemed to even give them extra attention. I definitely recommend the experience, it was expensive, and the lines were a little long, but definitely worth it! All in all it was a magical experience and I'm sure the next time I am able to go it will be an equally wonderful but altogether different experience.

Nicolette Fike, Saratoga Springs Deputy City Recorder

My Finance Director, Wally Ritchie, would say that the best information I brought back from Conference was due to the Unclaimed Property presentation by Dennis Johnson, with the Utah State Treasurer's Office. Cha-Ching! \$\$\$ There was so much great information to digest at this year's UMCA Conference, that a full week later, I am still sifting through all of it. One of my favorite presentations was from Dan Metcalf, the Public Relations Specialist from Cottonwood Heights. We are in an electronic age. Like it or not. Everything is instant, and so are the repercussions for not protecting or safeguarding our Cities social media policies. GRAMA is seeing more changes as well in this area, and it was great to learn about some of the upcoming challenges and how to face them. I also loved the presentation from Dustin Lewis with South Jordan City, Surviving the Next Office Apocalypse. It was interesting, informative, and FUN! I brought back an Altoids can to my desk...just in case! There were many interesting facts and tricks that I learned at UMCA Conference, either from the presenters, or from the other wonderful municipal clerks of this state. I will be implementing or passing the information on to other office employees who can benefit as well. Thanks for another great Conference!

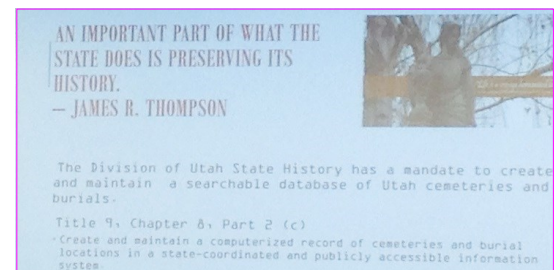


Sharon Allen, Ivins City Deputy Recorder

This was my first time at the Utah Municipal Clerks Institute. There were so many great classes that were very helpful and informative. I not only learned from the great teachers themselves, but from the clerks as they asked questions and shared how their City handles the day-to-day job duties. My favorite part of the week was meeting, networking and getting to know all the wonderful clerks and making new friends. I look forward to attending again next year!!



Sherri Montgomery, Vernal City Administrative Clerk



Some of Our Institute & Academy Highlights



Susan Eisenman
GRAMA Updates



Thad Weiland
Presentation Skills



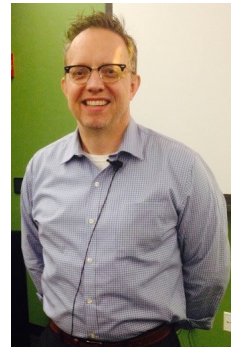
Jennifer Salts
Procurement and the
Resources of State
Contracts,



Paula Houston
Constitutional Law



Bill Morris and Kimball Clark, MCO,
Anatomy of an Ordinance



Alan Barnett
Utah State Archives
Management and Care of
Historical Records



Virginia Loader, Laura Procnier,
Amy Barry and Joy Johnson
Cemeteries & Clerks Responsibility



Dan Metcalf, Cottonwood
Heights, PR Specialist, Don't
Tweet That! Social Media
Policy & Management

Cameron Diehl, ULCT



Legislative Updates

Derek Brenchley,
Lt. Gov. Office



Adrienne Andrews, Diversity



Dustin Lewis, Surviving
the Next office Apocalypse



Juliette Tennert
Economic Outlook



New UMCA Director

Welcome Annette Spendlove, Past President

Annette was born and raised in the great City of Ogden, Utah. She graduated from Ben Lomond High School 15 years or so ago. She met her Husband Merrill Spendlove while attending Weber State University. They are now the parents of 7 boys and her 1 and only favorite daughter and 16 grandchildren with two more arriving soon. She started working as a Town Clerk in Huntsville, Utah where her family was living at that time, when the Mayor asked her if she would take notes of their Town Council meetings. Well we all know what that means. Years later her family moved to North Ogden when she was asked if she was interested in part time work as the Deputy City Recorder. That lasted for a very short time when she was asked to be the City Recorder/HR Director. She has been with North Ogden for 15 years. She loves the association with her fellow Recorder/Clerks and is happy that she said yes all those many years ago.



Welcome Annette!

New CMC's



Suzanne Gillett, CMC,
Francis City Recorder

Jamie Lyn Vincent, CMC
West Jordan City
Deputy Recorder

New MMC's



Jackie Nostrom, MMC
Herriman City Recorder

Kim Read, MMC
Layton City Recorder



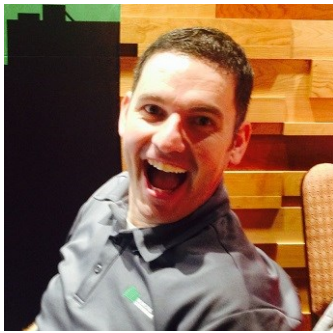
Exhibitor's Reception



Josh Mckell, ULGT



Luis Martinez, Richard Drew , David Adams
Prime Gov



Kimball Clark, MCO



Darrell Child
Olympus Insurance

Doug Stewart
Millennial Vision,
Inc. (MVi)



Russell Towers
Swagit Productions, LLC



Congratulations

To our newest CMCs and MMCs



Suzanne Gillett, CMC
Francis City Recorder

Suzanne was awarded her CMC designation from the International Institute of Municipal Clerks and chose not to have a formal presentation. She is pictured with Leigh Ann Warnock, UMCA President and Teresa Harris, UMCA Vice President at Institute and Academy.

Jackie Nostrom, MMC
Herriman City Recorder

UMCA President Leigh Ann Warnock and UMCA Director Kim Read attended the Herriman City Council meeting February 22nd to congratulate Jackie on her MMC achievement.



Movers & Shakers

Wendy Page

Clearfield City Deputy City Recorder



I have been employed full-time for Clearfield City since 2008, prior to that I was a part time employee and full-time mother. I recently was promoted from the Police Administrative Assistant to the Deputy City Recorder when Kim Read went to work for Layton City as the City Recorder. My first day as the Deputy City Recorder was attending the Utah Municipal Clerks Institute and Academy, which I thoroughly enjoyed.

My husband Steve and I were married in 1989 when I was just eighteen. We met on a blind date then within 3 weeks were engaged and another 3 months were married. We celebrated our 28th wedding anniversary in March. We have six children and two of them are now married increasing our total children to eight, so far. My favorite new role is that of Grandma!!! I have two beautiful granddaughters whom I adore and spoil as often as possible. I live in West Point which conveniently is just five minutes from work, and my married kids live within walking distance!

I enjoy spending time with my family doing things such as watching movies, attending sporting events, cooking/baking and babysitting those darling grandbabies. My kids would say “cleaning” is a hobby too but it is just a necessity that may be somewhat of an obsession. Another fun job I keep mostly as a hobby is working for Smart City Transportation during the Sundance Film Festival each year. It is fun to get a break from the full-time working mom routine and sneak up to Park City and be a chauffeur for the rich and famous! This year I drove Pierce Brosnan to events around town during his stay. He was kind enough to autograph my DVD insert.



UMCA Region Updates

BRAG

The BRAG Area Clerks & Recorders Group met at Maddox on January 27, 2017 and received some introductory FEMA training from Tremonton City's Emergency Management Coordinator, Jim Hess. We wished Rose Mary Jones, Millville City Recorder, a happy retirement as this was her last quarterly meeting to attend. We also welcomed the new Millville City Recorder, Corey Twedt, to the group. We have also received the memberships of a couple new members this year: Scott Wells, Wellsville City Recorder (replacing Don Hartle) and Daphne Carlson, who has joined Mendon City as their Treasurer. Our next quarterly meeting is scheduled at Elements restaurant in Logan where we will have training on Elections given by Derek Brenchley from the Lieutenant Governor's Office.

Linsey Nessen, President
Inessen@tremontoncity.com



WGBP

With the termination of Institute and Academy, a new vision has come to light. We thank all those for the work and effort it took to have a successful training event such as this. Realizing that communication is a key to success, the WGBP Region of the UMCA will be improving communications between all the towns and cities. Current contact information is being obtained from towns that are not listed in the UMCA information. The information obtained from Institute and Academy will be dispersed to all towns and cities in the region on a monthly basis. The topics will contain information on minutes, cemeteries, legislature that will go into effect in May, elections, and many more. Hopefully, this will draw our communities closer and strengthen us as clerks and recorders to be able to do our jobs better.

Anona Yardley, President
ayardley@beaverutah.net



GSLCRA

The GSLCRA met with Salt Lake County to go over our Election Contract options. We went on a tour of the facility focusing on the Vote by mail process. The Election Director took us through the process from beginning to end. It is a grand system! The whole procedure was very detailed, secure and well organized with multiple checks and balances throughout. We were all very impressed with the dedication that goes into the whole progression and felt confident in the way it was handled. We are grateful they maintain a high level of importance with their work.

The Bylaws Committee has been working hard amending the GSLCRA Constitution and Bylaws. The committee chair will present the proposed amendments to the group at our meeting in April for their consideration. We look forward to our next meeting on August 16th hosted by South Jordan City.

This group has a lot of fun together. We are grateful for wonderful experienced City Clerks/Recorders and Deputies who share their knowledge and support with each other! Come join us!

Cindy Quick, President
cmquick@herriman.org



UMCA Region Updates & Roving Training

DMWRA

The Davis Morgan Weber Recorder's Association met in January and February of 2017 and many members attended the 2017 Recorder's Institute and Academy in March. We have said goodbye to two of our members who have retired this year: Thieda Wellman from Layton, and Julie Bloxham from Morgan City. Denise Woods is the new City Recorder for Morgan City. Kim Read, formerly from Clearfield City, is now the City Recorder for Layton City and we wish them both good luck in their new positions. We will be having election training in May and preparing for the election season.

Amy Rodriguez, President
amy@washingtonterracecity.org



UMCA

2017 Roving Training

Sponsoring

Election Training: Justin Lee or Derek Brenchley
(Lt. Governor's Office), and

Legislative Updates: Cameron Diehl (ULCT)

Wed. April 19, 2017	11:00 a.m. – 1:00 p.m.	Cedar City Hall 10 Main Street
Wed. April 19, 2017	2:30 p.m. – 4:30 p.m.	St. George City Hall 175 E 200 N
Mon. May 1, 2017	9:30 a.m. – 11:30 a.m.	Park City Offices 445 Marsac Avenue
Mon. May 1, 2017	2:00 p.m. – 4:00 p.m.	Orem City Offices 56 N State Street
Monday, May 8, 2017	9:30 a.m. – 11:30 a.m.	Logan City Hall 290 N 100 W
Monday, May 8, 2017	2:00 p.m. – 4:00 p.m.	North Ogden City Hall 505 E 2600 N
Tuesday, May 9, 2017	9:30 a.m. – 11:30 a.m.	Price City Hall 185 E Main Street
Tuesday, May 9, 2017	2:00 – 4:00 p.m.	Moroni City Hall 80 S 200 W

No need to register, but please attend to be sure you are up on the latest!

This training has been approved for:
0.5 CMC Education or 0.5 MMC Advanced Education points.





RUN FOR THE UMCA BOARD

Take the challenge this year and declare your candidacy to serve on the UMCA Board. Elections will be held at the Annual Conference in September.

Why should you run for the UMCA Board?

- ▣ You have talents, knowledge and unique insights!
- ▣ To become better acquainted with UMCA members!
- ▣ To grow in your profession!
- ▣ To serve the association
- ▣ Because WE NEED YOU!!!



Positions:

- ◇ 2 Directors (2 year term)
- ◇ Vice President (3 year commitment as the Vice President will advance to President and Past President each subsequent year) Anyone may run for Vice President who has been a member of the Board for two years at any given time.
- ◇ Treasurer (2 year term)

Being a member of the UMCA Board does take time, but the responsibilities are well divided among the Board members. You will receive CMC/MMC points for serving. PLUS, we have a blast and have all grown so much as a result of serving. Please consider running for the Board this year.

**Mark your calendars for the
2017 Annual UMCA Conference
September 27-29
Logan, Utah**



[Click here for the UMCA Website!](#)

Check out the updated handbook, I&A Presentations and election checklist



2016-2017 UMCA Board of Directors

President

Leigh Ann Warnock, MMC
 Ephraim City Recorder
 5 S. Main St.
 Ephraim, UT 84627
 leighann.warnock@ephraincity.org
 435-283-4631



Past President

Annette Spendlove, MMC
 North Ogden City Recorder
 505 E. 2600 N.
 North Ogden, UT 84414
 aspend@nogden.org
 801-782-7211



Vice President

Teresa Harris, CMC
 Logan City Recorder
 290 N. 100 W.
 Logan, UT 84321
 teresa.harris@loganutah.org
 435-716-9002



Communications Director

Janel Braithwaite, CMC
 Gunnison City Recorder
 38 W. Center (P.O. Box 790)
 Gunnison, UT 84634
 janelb@gunnisoncity.org
 435-528-7969



Facilities Director

Michelle Kellogg, CMC
 Park City Recorder
 445 Marsac Avenue
 Park City, UT 84060
 435-615-5007



Membership Director

Christina Fernandez, CMC
 St. George City Recorder
 175 East 200 North
 St. George, UT 84770
 435-627-4003



Education Director

Colleen Mulvey, MMC
 Cedar Hills City Recorder
 10246 N. Canyon Rd.
 Cedar Hills, UT 84062
 cmulvey@cedarhills.org
 801-785-9668 ext. 503



Training Director

Kim Read, MMC
 Layton City Recorder
 437 No. Wasatch Drive
 Layton, UT 84041
 801-336-3810



Secretary

Susan Farnsworth, MMC
 Santaquin City Recorder
 275 W. Main St.
 Santaquin, UT 84655
 sfarnsworth@santaquin.org
 801-754-1904



Treasurer

Kate Black
 Alta Town Clerk
 P.O. Box 8016
 Alta, UT 84092
 kblack@townofalta.com
 801-363-5105

