

July 2016

UMCA July, 2016



President's Message

As this is my last President's message, I have been contemplating how to truly express my gratitude for the opportunity I have had to serve as your President this past year. Leigh Ann Warnock will be taking over the reins as President after our Annual Conference in September, and she will do a great job. I have grown and learned so much by serving with all of you. I am a better City Recorder because of my association with you. Your Board has done an excellent job representing your interests and working to provide great educational opportunities to make you better Clerks and Recorders. I have loved the opportunities I have had to travel the state making CMC and MMC presentations, and getting to know some of you better. I have made lifelong friendships through this organization and I appreciate your hard work, integrity and goodness. Thank you; thank you; thank you!

Do you know that Utah rocks certification through IIMC. Since September of last year, 19 clerks/recorders from Utah have received their CMC/MMC certifications. At the recent IIMC Conference in Omaha, Ashley DiBlasi indicated that Utah had more certifications than any other state except maybe California, and by the way, California has 34,000,000 people compared to Utah's 3,000,000; we definitely rock!!

The UMCA Board is working hard and looking forward to a great conference in Vernal this September. The Education Committee has a great lineup in store for you. Remember that we will be having an Ice Cream Social sponsored by the Trust on Tuesday evening, and we are doing something new this year. On Wednesday evening we will be having a themed social with prizes, fun, food and drinks. It will be a blast!

As you know, my theme this year is "integrity". If you were in Steve Garside's class at Institute and Academy, you heard this story from Winston Churchill, but I love the message. Your integrity should not be for sale regardless of price or personal gain.

Churchill: "Madam, would you sleep with me for five million pounds?"

Socialite: "My goodness, Mr. Churchill... Well, I suppose...we would have to discuss terms, of course..."

Churchill: "Would you sleep with me for five pounds?"

Socialite: "Mr. Churchill, what kind of woman do you think I am?!"

Churchill: "Madam, we've already established that. Now we are haggling about the price."

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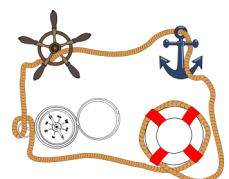
**UMCA
2016**

Annual Conference!

September 28-30

Vernal, Utah

[UMCA Conference](#)



President's Message cont.

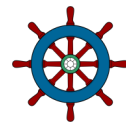
There will be Board elections again this September. I encourage any and all to run. Everyone has something to contribute and you will learn and grow like you won't believe. UMCA is a great organization because of those willing to step up and serve. This is your chance to give back; just do it!

Enjoy your summer, and we look forward to seeing you in September in Vernal!

Sincerely,



“INTEGRITY—THE RIGHT COURSE OF ACTION”



UMCA Annual Conference 2016! September 28, 29, 30 in Vernal, Utah



A Note from UMCA Facilities Director —Colleen Mulvey

Your UMCA Board has enthusiastically been working on some fun, social events for this year’s annual conference.

To start off, because we so enjoyed the *Ice Cream Social* combined with our early registration on Tuesday evening last year, we are continuing with this tradition.

This year The Utah Local Governments Trust (The Trust) has kindly agreed to sponsor this event. We all know and love that they bring the ice cream! So please come register early and spend some time mingling with our partners from The Trust and catch up with your fellow UMCA members while enjoying some delicious ice cream.

We have a new event this year that you don’t want to miss. On Wednesday evening we are steering our ships over to the Springhill Suites for an All-Conference Event - *Nautical Theme Night* party. This event will include tons

of fun, food, drinks, and giveaways (you must be present to win giveaways). Our Platinum and Gold Level Sponsors generous contributions are helping us put on this great event, so please stop by for an hour, or two, or three to enjoy some food, mingle with our sponsors, and UMCA members, and maybe take home a prize!

Last, but not least, on Thursday evening we will hold our annual *Recorder of the Year Banquet* in the conference center ball room.

You may bring your spouse, significant other, friend, etc. to these events. Please make sure to indicate on the registration form if you are bringing someone so that we can plan accordingly. The *Ice Cream Social* and the All-Conference Event - *Nautical Theme Night* are free events for you and one guest; there is an additional cost for extra tickets to the banquet for nonregistered guests.



Vernal, Utah

Uintah Conference Center



Silent Auction and Door Prizes

Remember your door prizes and donations for the silent auction!

Door Prizes: We need door prizes to be given out to our members at random during the conference. Everyone needs to bring at least one door prize so we can be sure everyone attending the conference receives a prize.

Silent Auction: The proceeds from this fabulous event are used to help fund scholarships for our members to attend the annual conference and Institute/Academy. Please be generous with your silent auction donations (\$15 minimum value).

UMCA Annual Conference cont.

Need a Place to Stay

Conference Host Hotels

Springhill Suites by Marriott

1205 West Hwy 40-Vernal
435-781-9000

Ask for UMCA Conference Block
\$95 per room per night

TownePlace Suites by Marriott

1219 West Hwy 40-Vernal
435-781-9000

Ask for UMCA Conference Block

.....
\$95 per room per night

Landmark Inn & Suites

288 East 100 South-Vernal
435-781-1800

Ask for UMCAConference Block
\$69.99 per room per night

Ledgestone Hotel

679 West Main Street-Vernal
435-789-4200

Ask for UMCA Conference Block
\$69.99 per room per night

MICROTEL Inn and Suites

1041 South 1500 East-Vernal

.....
435-781-8141

Ask for UMCA Conference Block
\$75 per room per night

Quality Inn

1684 West Hwy 40-Vernal
435-789-9550

Ask for UMCA Conference Block
\$72per room per night



**Call and book your rooms early
Rates are guaranteed until August 1st**

UMCA Annual Conference cont.

Scholarships

Scholarships are available to our members for attending the Annual Conference and Institute/Academy. The UMCA Board encourages you to apply for a scholarship if your city or town is unable to send you to these trainings. Scholarships can be requested for registration, lodging or both. Don't miss out on the opportunity to attend the UMCA Annual Conference because of budget constraints. Please contact Kate Black, UMCA Treasurer, with any questions or just fill out your scholarship application and return to her today!

[Click here for scholarship application and instructions](#)

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Keynote Speaker—Nicole Roundy, Paralympian

Nicole's message of victory over challenges makes her a sought after speaker. Her personal stories of hardship and triumph are known to unite and inspire audiences. As a child, Nicole was ambitious, energetic and outgoing. She spent much of her childhood outdoors kicking soccer balls and exploring the outdoors with her two older brothers. Then at 8 years old, she was diagnosed with Osteogenic Sarcoma, a rare form of bone cancer. Later that year she lost her right leg above-the-knee and continued aggressive chemo therapy treatment. As any individual touched by cancer, Nicole's life took a dramatic turn. Following the 2002 Salt Lake City Winter Olympic games, Nicole stepped onto a ski slope for the first time. The beauty, adrenaline and excitement of three-track skiing captivated her, but something was missing. Deemed "impossible" due to a lack of prosthetic knee technology, Nicole found her passion in snowboarding. In 2006 she became the first above-knee amputee, male or female, to compete in adaptive snowboarding. Her accomplishments spearheaded global demand for prosthetic knee technology and played a fundamental role in the introduction of snowboarding to the Paralympic roster. Nicole represented the United States in the 2014 Paralympic Winter Games and is a 17X World Cup Medalist. She is consistently ranked as one of the best adaptive snowboarders in the world. Not only is Nicole an amazing athlete, but she is an accomplished motivational speaker and holds a degree in Business Management. Nicole is an advocate for The Challenged Athletes Foundation, The National Ability Center and childhood cancer research.



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:

- Secretary (2 year term)
- 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.

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.

Submit your Declaration of Candidacy form by August 26th, 2016

[Declaration of Candidacy Forms](#)

IF IT
DOESN'T
Challenge
YOU,
IT WON'T
Change
YOU.

IIMC 2016 Annual Conference, Omaha, Nebraska

Kari Jimenez, UMCA Education Director: I have had the opportunity to attend a few IIMC Annual Conferences since becoming a City Recorder and my experience and thought about attending has not changed. If I had the opportunity and ability to attend every year, I would. The education that is provided, experience obtained and the ability to network with all of the other Clerks/Recorders is amazing. Taking the time out of the busy municipal schedule is difficult, but what is provided at the IIMC Annual Conferences is worth the time to attend and if you're working towards your CMC or MMC, attending will assist with obtaining additional points. I come back to the office fresh with ideas and information to share and excited to continue to work in a profession that can be challenging and difficult at times. The tools that are provided at the conference significantly assist me in this profession. I would encourage other Clerks/Recorders to look at the opportunity to attend and experience an IIMC Annual Conference.



Conference Registration

Uintah Conference Center
Vernal City, Utah
September 28-30, 2016



Registration Form

(Please type or print clearly)

City/Town/Business Phone E-mail address REQUIRED

Delegate Name Position

Address City Zip Code

Guest Name (This is for a spouse, family member, or guest who would like to attend the Banquet)

This will be my first time attending (please circle) Yes No

Registration Fees (Registration fees include specified meals, all breaks, and banquet for delegate)

UMCA MEMBER RECORDER/TOWN CLERK

NONMEMBER RECORDER/TOWN CLERK

| | | |
|---|--------|--------|
| REGISTRATION (On or before September 2, 2016) | \$ 195 | \$295 |
| WEDNESDAY ONLY Registration | \$ 120 | \$ 175 |
| THURSDAY ONLY Registration..... | \$ 100 | \$ 150 |

- | | | |
|---|-----|----|
| I will be attending the banquet on Thursday | Yes | No |
| I will be attending the All Conference Event on Wednesday | Yes | No |
| I will be bringing a guest to the All Conference Event | Yes | No |
- Extra Tickets** (Available for nonregistered guests)

| | Quantity | Total |
|--------------------------------|----------|-------|
| Wednesday Lunch..... \$ 10.00 | _____ | _____ |
| Thursday Lunch..... \$ 10.00 | _____ | _____ |
| Thursday Banquet..... \$ 25.00 | _____ | _____ |
| Friday Brunch..... \$ 11.00 | _____ | _____ |

All Conference Event after 1st guest \$ 15.00 _____

Totals

| | | |
|--|-----------|--------------|
| Registration Fee | \$ + | _____ |
| Extra Tickets – Total Amount..... | \$ + | _____ |
| First time attendee discount (\$25.00) | \$ - | _____ |
| Contribution to Scholarship Fund..... | \$ + | _____ |
| Total Amount Due..... | \$ | _____ |

Registration Options:

1. Online registration available after July 22nd. If registering online, please fill out and submit online form with payment.
2. If registering by mail, please fill out this form and return with payment to:

Utah Municipal Clerks Association
c/o Kate Black, Alta Town Clerk
PO Box 8016, Alta UT 84092-8016
(801) 363-5105

SCHOLARSHIPS

It is the policy of UMCA to provide scholarships to its members to participate in the UMCA Annual Conference as budget allows. The purpose is to increase the professionalism, skill level, and expertise of municipal clerks, recorders, and deputies. Further, UMCA wishes to assist by awarding financial aid to qualified applicants who, without assistance, would not be able to attend.

Upon approval, UMCA may provide a full tuition registration and/or lodging under the following rules:

- Applicant must be a duly appointed municipal clerk, recorder or deputy.
- Applicant must have requested his/her municipality to underwrite part of the expense of attending the Conference. The applicant must have evidence in writing that the governing body or administration of the applicant's municipality has allocated funding. (Form available at UMCA.org)
- Applicant must be a full member of UMCA. Scholarship requests must be received

on or before August 26, 2016

Cancellation Policy: A refund of \$75 will be provided for cancellations made in writing to Treasurer Kate Black by September 15, 2016. No refund is provided for cancellations received after September 15.

Congratulations

To our newest CMCs and MMCs

.....

Judy Lee Murray, CMC
Hooper City Recorder

Judy was joined by Colleen Mulvey, UMCA Facilities Director and Teresa Harris, UMCA Membership Director, at the Hooper City Council meeting on May 5th as she received her CMC designation from the International Institute of Municipal Clerks.



Kathryn Moosman, CMC
Lindon City Recorder

Kathryn was presented her CMC designation from the IIMC at the Lindon City Council meeting on May 3rd. UMCA President Thieda Wellman and UMCA Facilities Director Colleen Mulvey were there to congratulate her.



**JoD'Ann Bates, CMC
Highland City Recorder**

JoD'Ann received her CMC designation from the International Institute of Municipal Clerks at the Highland City Council Meeting held May 17th. UMCA President Thieda Wellman, UMCA Vice President Leigh Ann Warnock, UMCA Communications Director Janell Braithwaite and UMCA Education Director Kari Jimenez were there to congratulate her.



**Conae Black, CMC
Green River City Recorder**



Conae received her CMC designation from the International Institute of Municipal Clerks and chose not to have a formal presentation.



**Nicole Smedley, CMC,
Salt Lake City Assistant City Recorder**

Nicole received her CMC designation from the International Institute of Municipal Clerks. She requested that a formal presentation not be scheduled.

UMCA Region Updates

GLSCRA

The GLSCRA group is doing great and having a great summer so far. We have an upcoming meeting planned in August and Park City is hosting. We are also looking forward to our annual UMCA Fall Conference in September, and are excited to see you all soon. Have a happy summer and see you in the fall.

Molly Spira, President



CURA

CURA met in April at Springville City and discussed Truth in Taxation. In May we met at Saratoga Springs and discussed GO Bonds, and in June, we met at Santaquin City and discussed annexations. We love our group and would like everyone to know how much we appreciate their willingness to host our meetings and get the presenters and lunch for our group!!

Our message to all of you:

Look for Something Positive in Each Day,
Even if Somedays You Have to Look a Little Harder



Lucinda Daley, President

MCRA

The Millard County Municipal Clerks Association has not been able to meet and is still working on getting organized!



UMCA Region Updates

BRAG

The Spring BRAG Area Clerks & Records Association meeting was held on Wednesday, April 20, 2016 at noon at the Maddox Ranch House in Perry.

Jason Watterson from the Utah Local Governments Trust was the speaker. The topic was Loss Prevention/Risk Management. Mr. Watterson makes training interesting and his presentation stressed the importance of being alert to potential risks and being proactive in prevention of those risks.

Our Association Spotlights a Clerk/Recorder at each meeting. Kathy Hislop, Town Clerk for Garden City was spotlighted. Because of the distance, we don't get to network as often with our members from Rich County and it was a pleasure to have Kathy as well as Sharlene Millard and Tammy Calder, Assistant Clerks, also from Garden City in attendance.

The BRAG AREA CLERKS & RECORDERS ASSOCIATION meets quarterly and would like to welcome any new and interested Clerks to join our association. We have fun at our luncheon/meetings as well as LEARN!

The next BRAG Quarterly meeting will be held on Friday, July 15, 2016 at Elements Restaurant at Riverwoods in Logan, Utah.

President, Sylvia Tibbitts, Logan

DMWRA

The DMWRA has been busy in 2016. We meet monthly to network and discuss important topics and issues that affect our region. In January, Layton Recorder and 2016 UMCA President Thieda Wellman addressed our group to encourage participation on the UMCA Board and committees and to update us on some of the issues the UMCA Board is focusing on in 2016; in February, North Ogden Recorder, Annette Spendlove, provided us with encouragement and advice for achieving our CMC & MMC certifications; in April, South Ogden Recorder, Leesa Kapetanov, led an interactive discussion on best practices for recorders; in May, Clearfield City Recorder, Nancy Dean, and Deputy Recorder, Kim Read, led a discussion on GRAMA and shared some good practices they have adopted based on recent experiences; and in June, Annette Spendlove addressed us again to discuss networking and benchmarking, one of the issues many of us have been dealing with during the budget process. We are fortunate to have a great group of knowledgeable and experienced recorders who are willing to offer support within our region!!

Lisa Titensor, President



UMCA Movers & Shakers

Lacey Belnap Centerfield City Recorder

Lacey was appointed as the Centerfield City Recorder on May 16, 2016. Lacey graduated with a bachelor's degree in Business Management from Utah Valley University. Lacey previously worked for a tax and accounting firm for several years before coming to Centerfield City. Lacey was born and raised in the Gunnison Valley and is excited to be back serving in the community. Lacey and her husband Tyrell reside in Gunnison with their four daughters, Aubrey, Kadence, Hadlee and Lindyn. Lacey enjoys following and supporting her daughters in all their activities; gymnastics, dance, softball, volleyball, etc. As a family they enjoy going on family vacations, camping and hanging out with friends and extended family.



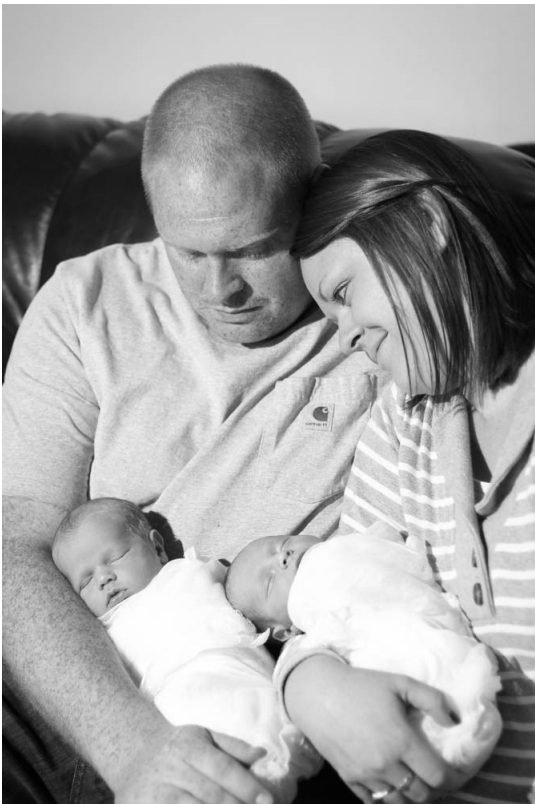
Welcome Lacey!



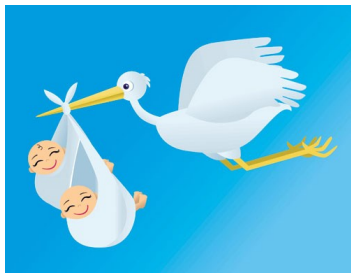
UMCA Movers & Shakers cont.

Linsey Nessen
Tremontion City Recorder

I've been employed with Tremontion City for over 6 years now and was recently appointed as the Acting City Recorder/HR Director. I have some big shoes to fill and am looking forward to the challenge! I earned a Bachelor's Degree from Utah State University in May of 2008 and my CMC in April of 2015 and hope to be able to put my education and experience to best use for the City. I was born and raised in Tremontion and have loved living in and working for the City and plan to be here for several years to come!



My life recently got even more hectic as I gave birth to 6.5 pound (Keaton) and 7.8 pound (Kurt) twin boys in February of this year. I have been loving my time as the mother of the 3 cutest little boys in the entire world! ☺ My oldest son, Wyatt, is 4 ½ and absolutely adores his little brothers. I love spending time with them and watching them interact and grow. Life is great!!



Utah State Archives Spotlight On.....

Michele Jolley Richfield City Recorder

The Utah State Archives Recently had the privilege of visiting Michele Jolley, City Recorder, and Mayor David Ogden of Richfield City.

Michele has been the City Recorder for 21 years. During her time she has implemented many programs and processes to help to ensure the proper care of the city's records. For example, she conducted a complete inventory of the city's records to document record types and storage location. She also documented the retention for each record, and created retention schedules for records which did not have one.

To better protect historical records, Michele moved documents that were housed in multiple safes around the city to one safe in the city building. This effort provides additional security of the records as well as convenience to those who need to access the records.

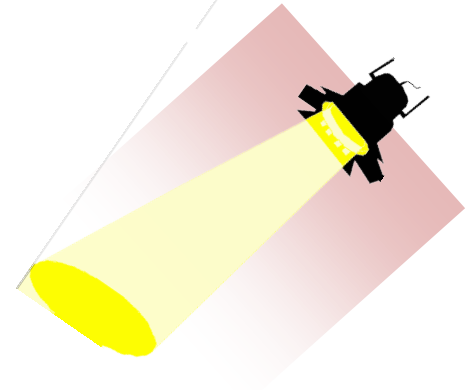
Michele implemented an annual records management training program to educate city employees about government records. She trains department heads each year on their record retention schedules, and then the department heads are then responsible for training employees in their office.

Michele has always been concerned about knowing who had what records and where, especially with historical records. As she put it, "Permanent records are not replaceable". The active management of historic records has paid off. Richfield City has a nearly complete set of meeting minutes, running from 1880-present.



Michele's great care of city records is also evident in her willingness to collaborate with the Utah State Archives to microfilm the city's historic records—an initiative that Mayor Ogden, lover of history and Richfield himself, strongly supports. This collaboration will create a preservation copy of the city's historical records (meeting minutes, ordinances, resolutions) that will further ensure future access to the city's rich history.

Great job Michele!



2015-2016 UMCA Board of Directors

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