

Utah Municipal Clerks Association



President's Message

Dear Recorders/Clerks:

I can't believe six months have passed so quickly with Institute and Academy now behind us. The University of Utah (Anne, Karen, and Chris) are amazing at pulling this together, finding ways to improve upon previous trainings and getting us information that develops us as professionals. The Board has received many positive comments about the classes and presenters.

We welcomed several new Clerks and Recorders at Institute and Academy. The Board is committed to helping you learn your duties and succeed. We are a profession of doers and doing it right.

I always look forward to seeing familiar faces and welcoming new faces. The Annual UMCA Conference is coming September 24th through 26th. The Education Committee, Facility Director and Board Members have been working to make your experience valuable and entertaining. If your city or town is not in a position financially to pay for you to attend, please apply for a scholarship. We hope to see you there.

These events do not happen without your participation. The Board can always use help on a committee. It is a great way to learn and network. Have you considered running for a Board position in September? It is not the time for some because you are just learning, but wait; you get points toward your certifications when you are on a committee. Some of you have earned your certifications; what a wonderful time to pass along your knowledge and ideas.

This reminds me of Clerks and Recorders:

The Rules for Being Amazing
By Robin Sharma

Risk more than is required. Learn more than is normal.
Be strong. Show courage. Breathe. Excel.
Love. Lead. Speak your truth. Live your values. Laugh. Cry.
Innovate. Simplify. Adore mastery. Release mediocrity. Aim for genius.
Stay humble. Be kinder than expected.
Deliver more than is needed. Exude passion.
Shatter your limits. Transcend your fears.
Inspire others by bigness. Dream big but start small.
Act now. Don't stop. Change the world.

Sincerely,
S. Annette Spendlove, MMC
UMCA President

Utah Municipal Clerks

April 2014



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IIMC Annual Conference—Milwaukee, WI

The 2014 IIMC Annual Conference is coming up next month! May 18-22, 2014 in Milwaukee, WI. The [Preliminary Program](#) contains 28 pages of conference details and lots of great information on things to do and see in Milwaukee.

Registration is available [online](#) or by [mail](#).

General Session titles include: Spaghetti Sauce is Hard to get off the Ceiling (and other lessons I learned from my mother); The Essence of Strategy: Getting to the Heart of Getting Things Done; No More Drama: How to Build High Engagement, High Morale and a Happier Workplace.

There are also a number of concurrent education sessions planned in records management, budget/finance, professional development, and information technology. Roundtable discussions will be centered around finance/budgeting, customer service, technology, parliamentary procedure, performance management, records management, and communication.

****LODGING UPDATE****

The Hilton Milwaukee Downtown is **SOLD OUT**.

There are still rooms available at the [Hyatt Regency](#) for those of you who still need to make [reservations](#).



UMCA Annual Conference—Logan, UT

The 2014 UMCA Annual Conference will be held from Wednesday, September 24th through Friday the 26th. We will meet up north in beautiful Logan City at [The Riverwoods](#) Conference Center located at 615 S. Riverwoods Parkway.



Room blocks have been reserved for the UMCA at three local hotels.

[Springhill Suites Marriott](#)
635 S. Riverwoods Parkway

[Days Inn & Suites](#)
447 N Main Street

[Best Western Weston Inn](#)
250 N Main Street

Movers and Shakers —

Nathan Bronemann—Apple Valley Town Clerk

Nathan was born and raised in Pocatello. He enjoys spelunking into caves and fault lines, and in-line skating. He served an LDS mission in Cochabamba, Bolivia. When he returned home from his mission he went to school at Idaho State University and then studied Electrical Engineering at Utah State University. That’s where he met and married his wife, Rebecca. They moved to Boise where he attended Boise State University.



Nathan, Reece, and Rebecca Bronemann

About a year and a half ago, Nathan built this tree house for his son who will be 6 years old in June.



Nathan worked at a bank for about a year and then began working at Micron Technology where he trained operators how to run chemical vapor deposition tools in a clean room environment. After working there for nearly five years, Nathan and Rebecca had their son, Reece, and soon moved to Southern Utah. He went back to school at Dixie State University where he earned a BS in accounting.

Nathan and his family currently live in Hurricane. He has worked full time for the Town of Apple Valley for three years as the Clerk/Recorder and (unofficially) the Treasurer. He also works as an accountant for Coral Cliffs Cinemas in Hurricane.

Jackie Nostrom—Herriman City Recorder

Jackie is a wife, mother and avid horsewoman. She has worked for Springville City since 2007. During that time she had the opportunity to work with and learn from Venla Gubler who has since retired as the Springville City Recorder. Jackie has been active in the Central Utah Recorders Association (CURA) serving as the Secretary, Vice President, and all around go-to person. Beginning April 7th, she will begin a new adventure serving the residents of Herriman as Recorder. We wish Jackie well and know she will be supported by all of us.



Jackie and Pete

BRAG

The BRAG Area Clerks & Recorders met at the Copper Mill Restaurant in Logan on January 24, 2014. The guest speaker was Smithfield Police Officer, Nick Hidalgo, who gave a presentation on Safety at Council Meetings and in the Workplace.

We would like to welcome Leslie Gibbs to the BRAG Region. She is the new Town Clerk for the Town of Portage.

Thanks to all our members for their participation in the BRAG group.

CURA

January’s CURA elections saw Linda Midgley installed as President for 2014, Jackie Nostrom as Vice-President, Kathy Kresser as Secretary and Colleen Mulvey as Treasurer.



Our February 13 meeting was bitter-sweet as we said goodbye to retiring Venla Gubler, Springville’s long serving recorder. A stalwart CURA member, Venla’s knowledge of state code was extensive, and we will all miss her experience and willingness to share that knowledge. As one of her final acts as recorder (she retired the next day!), Venla led our meeting discussion on “Communicating with new Council Members.”

CURA has several new recorders and deputies, and we are having lots of fun getting to know them all. Kim Rayburn is the new Springville recorder; Taraleigh Gray is the new deputy in Orem; Chyanne Barnson is the new deputy in Fairfield; and Amanda Baker is the new deputy in Payson.

DMWRA



- Just the facts:
- There are 31 incorporated cities and towns in our region.
 - 29 of them are members of UMCA.
 - The same 29 are members of DMWRA.
 - That is roughly 93%

Of course, 93% isn't bad but why settle for not bad when we could work toward 100%?

The weather is turning warmer and the sunshine is back. It sounds like a great time to make contact with those cities and towns that don't take advantage of the benefits of our State and Regional Associations. Make it a point to take some time and reach out to those clerks and recorders. We just finished up with Institute and Academy—could you share something positive about your experience? The UMCA Conference is coming up in September in Logan—could you mention it to a clerk or recorder who is less involved than others and invite them to attend?

As DMWRA President and UMCA Communications Director, I know how much time and effort goes into these events and how carefully they are tailored to our chosen profession. We all know the benefits of getting to know other clerks and recorders, attending training sessions, brainstorming, networking, sharing information (this is also sometimes known as copying and pasting), celebrating successes, and having people there who understand when we fail.

This quarter I challenge the DMWRA member cities and towns to reach out and make themselves available to those clerks and recorders that many of us may not know personally. Let's invite them to join us as we learn and grow in our jobs and welcome them to the family.

GSLCRA

The Greater Salt Lake Clerks and Recorders Association held a meeting on February 19, 2014 at West Jordan City Hall. The meeting was well attended and West Jordan City provided a delicious luncheon. Brief discussion was held regarding the possibility of re-districting some of the UMCA Regional groups, but it was the consensus of those at the meeting that the GSLCRA Region should remain unchanged with current members. A special presentation was rendered at the meeting by Salt Lake County Clerk Sherrie Swensen, and others from the Salt Lake County Elections Division, regarding the Absentee Ballot process conducted during the 2013 Municipal Election. Lincoln Shurtz, ULCT Director of Legislative Affairs, also provided an update on current legislative issues affecting municipalities.

SCURA

Nominations were held electronically by SCURA Members in January. It was quite an adventure, but it worked for those who were unable to attend the December Christmas luncheon. The new presidency is as follows:

<i>President</i>	<i>Vice President</i>	<i>Secretary</i>
Janell Braithwaite, Gunnison City	Elden Stephens, Huntington	Catherine Bartholomew, Mayfield Town

We had great representation at Institute and Academy, and it was really fun to see everyone! We will have an Institute and Academy review at our April meeting. We would like to welcome our new Recorders and Clerks: Clint Johnson - Aurora City, Sandy Lee - Koosharem, and Jane Banks - Mt. Pleasant City. Thanks to all those who have participated with SCURA!

SWRCA

We held our quarterly meeting in February. Several items were discussed such as some of the pending legislation with Cemetery, Election Laws, Business Licensing, and Absentee Ballots. We held a roundtable discussion to help give guidance to a small town licensing a business selling cigarettes and beer. We also discussed the pros and cons of redistricting our region.

We are all looking forward Spring and our gardens being planted.

2013-2014 UMCA Board of Directors

President

Annette Spendlove, MMC

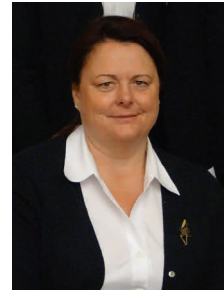
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“Our jobs are never dull and continue to morph each day... “

- Janell Braithwaite

Institute and Academy 2014

Janell Braithwaite—Gunnison City Recorder

What can I say—Institute was great! I think I learn just as much or more from the networking that takes place during some of the classes, lunches, breaks and dinners together. It is a relief and yet an energizing experience to find out others are having the same or similar problems. We compared solutions and methods of making our ourselves better people, our positions more valuable and our jobs more organized. I thought the “Understanding and Using Writable Documents” class was great. We were hands on in the computer lab, and learned the capabilities of Adobe in creating forms that are both user-friendly and professional for our citizens. We don't always get the time needed at work to learn new programs, and it is up to us to continue our learning process—“Intentional Learning” as our class from Jenia Ivanova would teach us. Our jobs are never dull and continue to morph each day, and I appreciated the direction Institute and Academy took us to keep up with our changing world. I came back to work definitely motivated to obtain my CMC!

“I do solemnly swear...”



Nancy Dean, Clearfield City Recorder, and Colleen Mulvey, Cedar Hills City Recorder, take the Oath of Office during the Business Meeting in Sandy.

Nancy is serving as UMCA Past President.

Colleen is serving as Facilities Director.

Misty Rogers—West Point City Recorder

I am not someone who enjoys sitting for hours on end listening to speakers; however, this past Institute was very insightful and I actually enjoyed myself the majority of the time. I specifically found the class “Leading from the Middle” and the networking session to be helpful. The items discussed in the class “Leading from the Middle” allowed me to think about how I perceive others as well as how others may perceive me.

The networking session allowed me to discuss numerous items and brainstorm with other Recorders and Clerks, and helped to create working relationships that will last long after this particular Institute. The relationships formed give me the reassurance that I could call another Recorder or Clerk for any question that I may have.

Ali Fuller—Castle Valley Town Clerk

As always there were a lot of great classes that did pertain to my job and enlightened me to new ideas and ways of creatively dealing with a full range of issues. From grants to interpersonal and time management skills (the later are not *my* favorite) there are always great perspectives shared and interesting topics covered.

I was disappointed with the “Economic Development in Utah” which turned out to be a talk on demographics and didn't address the resource issue for *that* many people in our dry state...the 2nd driest state in the nation to be exact. I had a lot more questions for her.....

I loved Institute. It's always great to see all you ladies, and the guys too....who are growing in number.

Kim Coleman—Bountiful City Recorder

I enjoyed the variety of topics and the quality of presenters at this year's Academy. I didn't feel there were any overwhelmingly incredible sessions that just blew me away, but instead just basic things that we deal with everyday in our work, so that made everything very relevant.

While I didn't have any real ‘AH HAH!’ moments, I picked up a few helpful bits of knowledge from every session I attended. I especially enjoyed the networking session with other Clerks/Recorders, as it allowed us time to discuss what was important to us and to share ideas and methods for dealing with those items. Thanks to all those who made this year's training available to us.

Renon Savage—Cedar City Recorder

I am always excited to attend Academy, and as usual, it was excellent! It is always great to attend the classes, and learn from not only the presenters, but also from other Clerks/Recorders. Networking is a valuable tool that I feel we are all able to do at Institute and Academy. This is a great opportunity to meet face to face with other Clerks and Recorders.

There were several classes that I really enjoyed. I always learn new things from Corper James when he presents; I always go back to work and discuss what I have learned from his class with fellow employees. He is entertaining as well as informative, and I hope that he will come back and present to us again.

Another class I enjoyed was Scott Stephenson's "Effective Use of Power." He did a great job presenting and keeping the class involved. His class was a good reminder that there are different perspectives in all situations, and that you need to use different skills with different types of people. I want to think that my way is always the right way, but in the real world we know that is not how it works. I hope to be able to determine the right way to handle the different personalities that I come in contact with each day.

Thank you to the University of Utah Staff for another year of great training and education. Also, a big thanks to the UMCA Board for working with the U of U in putting together this conference. It is hard to be away from the office, but the time at Institute/Academy is always time well spent. I look forward to attending again next year.

"This is a great opportunity to meet face to face with other Clerks and Recorders."

- Renon Savage



Nathan Bronemann—Apple Valley Town Clerk

This year's UMCA Institute was informative and enjoyable. I learned a lot of information that will prove helpful in my smaller municipality. The grant writing class helped me better understand the resources available to find grant based solutions to our problems. I especially found the writable documents class very useful. It will be extremely helpful to have the availability of writable forms and applications that can be submitted online.

One segment that really stood out was the Air Quality Panel. I learned that Breathe Utah and Utah Moms for Clean Air are attempting to reduce air pollution as this has increasingly become a problem, primarily in the Wasatch Front area, but also in select parts throughout the state of Utah. Unfortunately, it seems that their only solutions to the problem are in the form of penalizing and punishing people through issuing citations and increasing taxes rather than looking at the bigger picture. When I asked them if any studies had been done to reduce the amount of time vehicles spent idling at red lights with little to no cross traffic, they did not seem interested in this solution. Reducing everyone's commute times by having better traffic light timing technology would greatly reduce pollution and would be a win-win for all involved. Instead, we see them encouraging people to walk to work, which only causes greater wait times at stop lights and increased idling of cars, and therefore, more pollution. What I took away from this panel was that I need to inform the legislators in my area to stop listening to these small organizations that refuse to think 'outside the box' for positive solutions and who only look to tax and penalize.

I look forward to attending UMCA's Institute/Academy next year!

"It seems their only solutions... are in the form of penalizing and punishing people through issuing citations and increasing taxes..."

- Nathan Bronemann



Please submit newsletter articles, notices, and ideas to JULIA LASEURE

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EDUCATION AND
NETWORKING FOR
SUCCESS



THE RULES FOR BEING AMAZING

By Robin Sharma

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RISK MORE THAN IS REQUIRED. **LEARN** MORE THAN IS NORMAL.
BE STRONG. SHOW COURAGE. BREATHE. EXCEL. LOVE. LEAD.
SPEAK YOUR **TRUTH.** LIVE YOUR VALUES.
LAUGH. CRY. INNOVATE. SIMPLIFY.
ADORE MASTERY. RELEASE MEDIOCRITY.
AIM FOR **GENIUS.** STAY HUMBLE.
BE KINDER THAN EXPECTED.
DELIVER MORE THAN IS NEEDED.
EXUDE **PASSION.** **SHATTER YOUR LIMITS.** **TRANSCEND** YOUR FEARS.
INSPIRE OTHERS BY YOUR BIGNESS.
DREAM BIG BUT START SMALL.
ACT NOW. **CHANGE** THE WORLD.
DON'T STOP. **CHANGE**

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