



**ARIZONA MUNICIPAL CLERKS' ASSOCIATION  
COMMUNICATIONS COMMITTEE MEETING**

**October 23, 2024**

**11:00 a.m.**

**[Microsoft Teams](#)**

Committee Members: Chair Marcella Sarmiento; Co-Chair Judy Martinez, Board Members Alejandro Garcia; Allysa Grijalva, Annie Reidhead; Julie Knoll; June Wilson; Kaitlynn Reeves; Kathy Clements; Patricia Buchanan; Regina Guisto; Richelle Valenzuela; Shirley Zitting; Steven Aguilar; Tanya Fergueson; and Executive Board Ben Lane.

1. Call to Order
2. Roll Call
3. Introductions & Review of AMCA Communications Committee Responsibilities
4. Approval of July 10, 2024 Minutes
5. Current Projects
  - a. Ad for Arizona Women Leading Government Newsletter
  - b. Winter Newsletter
  - c. Social Media Discussion
  - d. Review the AMCA Website for Accuracy
6. Future Projects
  - a. ListServe Best Practices (February 2025)
  - b. International Women's Day (March 8, 2025)
  - c. Clerks Week Promotions (May 4 through May 10, 2025)
  - d. Communications Committee Annual Report (June 2025)
  - e. Annual Conference PowerPoint (June 2025)
  - f. Open Discussion
7. Good of the Order/Comments from Committee Members
8. Next Meeting Date: December 4, 2024 at 11:00 a.m.
9. Adjournment