



Formed in 1961
59th Year in Operation

**ARIZONA MUNICIPAL CLERKS' ASSOCIATION
EXECUTIVE BOARD MEETING AGENDA**

**Thursday, September 17, 2020
9:00 a.m.
Teleconference at (800) 220-9875
Participant Code: 15438401#**

Committee Members: Rhonda Geriminsky, President; Teresa Riza, Vice President; Darcie McCracken, Treasurer; Jennifer Pena, Secretary; Lisa Maxwell and Tracie Bailey, Past Presidents

1. CALL TO ORDER/ROLL CALL
2. MINUTES

Discussion and possible action to approve the July 16, 2020 Regular Executive Board Meeting and August 6, 2020 Executive Board Retreat minutes.

3. NEW BUSINESS

- A. FINANCIAL UPDATE

Discussion and possible action to approve the July 2020 financial report.

- B. AMCA ZOOM ACCOUNT

Discussion and possible action to purchase an AMCA Zoom Account for Board and Committee use.

- C. Institute/Academy Survey

Review and approval of the Institute/Academy Survey developed by ASU Director, Linda Hess.

- D. AMCA Membership

Discussion and possible action to address membership concerns regarding members who are not municipal clerks.

E. COMMITTEE UPDATES

Discussion and possible action on Committee updates provided by Committee representatives.

- (1) COMMUNICATION COMMITTEE (Michelle Stanley, Chair; Stacy Fobar, Co-Chair; Darcie McCracken, Board Liaison) –
 - a. Review, discussion and provide direction to the Communications Committee on outreach efforts of the Committee.
- (2) EDUCATION COMMITTEE (Michelle Stine, Chair; Brooke Painter, Co-Chair; Teresa Riza, Board Liaison)
- (3) ELECTION COMMITTEE (Linda Mendenhall, Chair; Tara Hampton, Co-Chair; Teresa Riza, Board Liaison)
- (4) HANDBOOK AND CONSTITUTION COMMITTEE (Terri Roth, Chair; Dusty Christopherson, Co-Chair, Teresa Riza, Board Liaison)
- (5) LEGISLATIVE COMMITTEE (Sarah Siep, Chair; Hilary Hiser, Co-Chair; Rhonda Geriminsky, Board Liaison)
- (6) MEMBERSHIP/MENTORING/REGIONAL LEADERS COMMITTEE (Kara DeArrastia, Chair; Jill Adams, Co-Chair; Jennifer Pena, Board Liaison)
- (7) RECORDS MANAGEMENT COMMITTEE (Ben Lane, Chair; Cathie Butteweg, Co-Chair; Darcie McCracken, Board Liaison)
- (8) SCHOLARSHIP/MARKETING COMMITTEE (Crystal Hadfield, Chair; TBD, Co-Chair; Darcie McCracken, Board Liaison)

4. GOOD OF THE ORDER/COMMENTS FROM EXECUTIVE BOARD MEMBERS

5. REMINDERS/DEADLINES

A. NEXT EXECUTIVE BOARD MEETING DATE: October 15, 2020

6. ADJOURNMENT

Rhonda Geriminsky

Rhonda Geriminsky, AMCA President, 2020-2021