



**ARIZONA MUNICIPAL CLERKS' ASSOCIATION  
EXECUTIVE BOARD MEETING MINUTES  
JUNE 9, 2023**

**1. Call to Order & Roll Call**

President McCracken called the meeting to order at 5:02 p.m.

Board Members Present: Darcie McCracken, President; Jennifer Pena, Vice President; Carla Reece, Treasurer; Teresa Riza, Past President

Board Members Absent: Sarah Siep, Secretary

**2. New Business**

**A. Review, discussion and possible action on submissions for:**

- a. Clerk of the Year
- b. Deputy Clerk of the Year
- c. President's Award of Excellence

The Board reviewed key elements of the submissions and discussed the awards.

**B. Review, discussion and possible action on applications for:**

- a. Secretary

The Board reviewed the application and requirements. It was determined that with one application there was no need for an election. The Board accepted the application for Annie Meredith to become the incoming Secretary for a two-year term.

**b. Small Population Board Member**

The Board discussed the issue with no applications having been received and opportunities to conduct a more targeted recruitment. Vice President Pena added that she would send a message on listserv and to those members from small population entities. The Board indicated that it was hopeful that a member would volunteer in the next two weeks.

**3. Good of the Order & Comments from Executive Board Members**

None.

**4. Reminders & Deadlines**

Annual reports are due no later than July 7, 2023.

**5. Next Regular Executive Board Meeting Date**

The next meeting is scheduled for June 28, 2023 at 10 a.m.

**6. Adjournment**

There being no further business, President McCracken adjourned the meeting at 5:23 pm



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Darcie McCracken, President