



**ARIZONA MUNICIPAL CLERKS' ASSOCIATION
REGION 2 COMMITTEE
MEETING MINUTES**

Tuesday, March 1, 2022

10:00 a.m.

Remote Conferencing

Zoom Meeting ID: 871 3157 5845

Passcode: 154163

Committee Members: **Annie Meredith (Chair), Tina Abriani, Francia Alonso, Ginny Anderson, Lynda Bushong, Sonia Cornelio, Shannon Davis, Tanya Fergueson, Sandra Jones, Larry Killman, Melissa Lopez, Andrea Moreno, Debie Ogden, Jennifer Phillips, Janet Pierson, Amy Putnam, Marianne Salem, Susan Stein, Janet Taylor, Lori Wedemeyer, Kelly Williams.**

Call to Order and Roll Call- Chair Meredith called the meeting to order at 10:03 A.M.

PRESENT: Annie Meredith (Chair), Lynda Bushong, Shannon Davis, Tanya Fergueson, Debie Ogden, Janet Pierson, Amy Putnam, and Susan Stein.

ABSENT: Tina Abriani, Francia Alonso, Ginny Anderson, Sonia Cornelio, Sandra Jones, Larry Killman, Melissa Lopez, Andrea Moreno, Jennifer Phillips, Marianne Salem, Janet Taylor, Lori Wedemeyer and Kelly Williams.

1. Welcome and Introductions

Chair Meredith asked if there were any new members since the last meeting in December, and there were none.

2. Approve Region 2 Minutes from December 1, 2021 (Attachment A)

Member Stein moved to approve the December 1, 2021, minutes with the correction noted by Chair Meredith. Member Putnam seconded and it unanimously carried.

3. Old Business:

a. Region II in person meeting discussion.

Chair Meredith shared that there was not a date in the ones sent out that worked for more than two of the members.

4. New Business:

A. Discussion Regarding Upcoming Educational Opportunities

a. AMCA Spring Best Practices & Athenian Dialogue (April 18-19, 2022) (Attachment B)

Chair Meredith shared the flyer for the Spring Best Practices and encouraged members to attend. She shared that the book selected for the Athenian

Dialogue was going to be Girls of Atomic City, the Untold Story of the Women who helped Win WWII.

b. AMCA Annual Conference (July 2022)

i. Discussion on holding a Region II dinner during conference week.

Chair Meredith Shared that they are still planning to hold the conference in person and that she would like to have a Region II dinner since there have not been able to schedule something in person. The group liked that idea.

B. Discussion Regarding Arizona State Library, Archives, and Public Records (ASLAPR) General Retention Schedule Updates from Records Committee

Chair Meredith shared that they received an update from Ben Lane and the records committee with the updated changes to the ASLAPR retention schedule. She said that the records are currently in the process of being updated and that she is working from a 2021 version.

Member Pierson pointed out a place where you can search the retention schedule by number.

C. Ideas for Region II Baskets for AMCA Annual Conference

Chair Meredith asked if the group would like to split the region into two sections like they have done in previous years. There was consensus from the group to proceed with two baskets from Region II, with the split being Parker/Kingman/Lake Havasu/Bullhead City/Mohave County as the North group and Yuma/Wellton/Quartzite/San Luis/Somerton as the South group.

Member Bushong said that they are in touch with Wellton but had not heard from Quartzite. Member Putnam shared that Quartzite is going through some changes.

5. AMCA Committee Updates & City/Town Updates

a) Please notify Region 2 Leader of new clerk arrivals

Chair Meredith reminded members to notify her of any new clerk arrivals.

b) Please notify Region 2 Leader of clerk departures/retirements

Chair Meredith reminded members to notify her of any clerk departures or retirements.

c) City/Town Updates Roundtable

Member Bushong shared that their elections are coming up and they have received the largest amount of statements of interest in years, this year. She shared that they have one incumbent and three council seats.

Member Stein shared that they have had their elections stuff up since August. She said that they have three people running for mayor, including three current councilmembers and will have five seats on the ballot. She shared that write-ins are tough. Member Pierson asked if they require

councilmembers to resign to run and Member Stein said that Dr. Zehri would have to resign to run because he isn't in the final year of his term.

Member Putnam shared that she is very busy. She said that she is still filling in as City Manager, Finance Manager, and City Clerk. She said that they had a recall packet pulled and will have three councilmember seats up this year. She said that the positions she is filling in for have been posted and they will be doing interviews soon. She said that they have lost a lot of staff and that she will be getting some temporary help in to process records requests.

Member Davis shared that they have had nine people pull council packets and three people pull mayor packets. She said that they are getting flooded with public records requests. She shared that she has requested from Ben Lane that time expected to update the retention schedules.

Chair Meredith shared that Mr. Lane would be sending out the retention updates and that his last email was sent to the AMCA list serve on January 20, 2022. She said that they have three council seats and one mayor seat in the upcoming election. She shared that they have had six potential candidates file a statement of interest and five of those have created Equal petitions. She shared her concerns with the candidates and gave an example of an issue they had where a person listed two addresses. She said that the post office doesn't recognize one and explained. Member Pierson asked if Kingman normally has challenges and suggested that Chair Meredith get a statement from the candidate in case there is a challenge. Chair Meredith shared that her department is doing some records auditing and that they will be holding a recording secretary training in April. Member Bushong asked if commission members were volunteers and Chair Meredith said yes. She asked if anyone was interested in being the chairperson for the Region II committee in 2022-2023 and there were no responses.

The group ended their meeting with a screen shot/group photo for the communication team.

6. Next Meeting – June 7 @ 10:00 a.m.

7. Adjournment

Chair Meredith adjourned the meeting at 10:40 A.M.