



## **AGENDA**

### **ARIZONA MUNICIPAL CLERKS' ASSOCIATION SCHOLARSHIP COMMITTEE MEETING**

**Wednesday, September 14, 2022 10:00 a.m.**  
**Teleconference at (800) 582-3014**  
**Participant Code: 63006808#**

1. **Committee Members:** Crystal Hadfield, Chair, Willcox; Kristen Benavidez, Co-Chair, Goodyear; Donna Black, Colorado City; Byron Jones, Tucson Airport Authority; Rachael Hall, Show Low; Lisa Anderson, Mesa; Sharla Sanders, Surprise; Stacy Fobar, Flagstaff; Terri Roth, Litchfield Park; Sara Burchill, Chino Valley; Carla Reece – Board Liaison, Tempe
  
2. **Call to Order**  
The meeting was called to order by Chair Hadfield at 10:04 a.m.
  
3. **Roll Call**  
The following members were present: Crystal Hadfield, Chair, Willcox; Kristen Benavidez, Co-Chair, Goodyear; Byron Jones, Tucson Airport Authority; Rachael Hall, Show Low; Lisa Anderson, Mesa; Stacy Fobar, Flagstaff; and Terri Roth, Litchfield Park.
  
4. **Old Business**
  - A. Committee Member Roth **moved, seconded** by Co-Chair Benavidez to approve the July 20, 2022, minutes, **unanimous approval**.
  
5. **New Business**
  - A. **Update/Recap on Recent Fundraising**  
Chair Hadfield reported that the fundraisers during the AMCA Annual Meeting/Elections Training were a success, bringing in a grand total of \$2,971 (Basket raffle-\$2,415; 50/50 raffle-\$556). With the amount of money raised, AMCA can offer more scholarships this year. For comparison, the Committee raised \$2,000 in FY2022 and offered six scholarships. Hadfield will check with the League Office on whether any funds were left over from last year.

The Committee discussed whether any improvements to the raffle process could be made next year.

- Committee Member Anderson mentioned that there was a mix-up at the end of the event resulting in someone taking the wrong basket. Was the issue corrected? Chair

Hadfield reported that the individual took what she thought was the last basket; however, the baskets were eventually exchanged with the correct winners.

- Another suggestion was that the Committee set up everything the night before to avoid having to move tables, chairs, etc., and determining who is available to sell raffle tickets right before the meeting begins. Chair Hadfield previously discussed this idea with Matt Lore from the League Office and was told that there is not much security around the building at night. A compromise may be that the Committee meets a half hour prior to the start to organize.

#### **B. Discussion on Future Goals for the Committee**

Chair Hadfield reported that a high priority of the Executive Board is having each committee develop goals for the year. Some of the ideas mentioned included:

- Additional education regarding the scholarships as it has historically been difficult getting individuals to apply.
- Adjusting the requirements for the scholarships to include the recipient authoring a 400-to-500-word article for the AMCA newsletter thanking the Association for its donation.
- Acknowledging scholarship recipients in the slide show during the annual meeting.

Co-Chair Benavidez requested that this item be held over to the next meeting to give committee members an opportunity to think of additional goals.

#### **6. Good of the Order/Comments from Committee Members**

There were no comments.

Chair Hadfield stated that the next meeting will be scheduled in early-to-mid November.

#### **7. Adjournment**

The meeting adjourned at 10:16 a.m.

Byron M. Jones, Tucson Airport Authority  
Minute Taker