



ARIZONA MUNICIPAL CLERKS' ASSOCIATION SCHOLARSHIP COMMITTEE MEETING MINUTES

Committee Members: Crystal Hadfield, Chair, Willcox; Amy Putnam, Co-Chair, Parker; Christy Estavillo, Surprise; Kristen Benavidez, Glendale; Marissa Romo, Litchfield Park; Rosie White, Colorado City; Sharla Sanders, Surprise; Stacy Fobar, Flagstaff; Terri Roth, Litchfield Park; Whitney Juszcak, Phoenix; Jennifer Pena – Board Liaison, Apache Junction

1. Call to Order

Meeting was called to order by Chair Hadfield at 11:00 a.m. on September 23, 2021.

2. Roll Call

The following members were present: Crystal Hadfield, Chair, Willcox, Kristen Benavidez, Glendale; Jennifer Pena – Board Liaison, Apache Junction; Amy Putnam, Parker; Marissa Romo, Litchfield Park; Terri Roth, Litchfield Park; Christy Estavillo, Surprise.

3. Old Business

- A. Consideration and possible approval of the May 19, 2021 minutes – Kristen Benavidez moved to approve the minutes with a second from Terri Roth. All approved. Motion passed unanimously.
- B. Discuss the recent fundraising efforts – Chair Hadfield thanked all that helped to make the fundraising effort possible. The Scholarship Committee raised \$3,257.00 virtually. Chair Hadfield asked for feedback on fundraising efforts. Terri Roth stated it was a good way to raise funds and would highly recommend using the platform again. Chair Hadfield agreed the platform was very easy to use and would use it again.

4. New Business

- A. Discussion of goals for the upcoming year – Chair Hadfield stated that she received a couple of suggestions on how to improve. She stated that the first suggestion was to see if we can get sponsors to donate. Chair Hadfield agreed with this idea especially if the fundraising is done virtually. Chair Hadfield stated the second suggestion was to continue to do the fundraising virtually, even if the training returns to in-person. Chair Hadfield asked the Committee members what the goals for upcoming year should be.

Terri Roth asked for clarification on what is meant by goals. Chair Hadfield clarified goals as fundraising and the ways in which the Committee wants this done. Terri Roth commented that she thinks the methods used in the past year were effective and offered to donate another quilt. Chair Hadfield suggested that the Committee play it by ear and wait to see how the year goes and whether the training goes back to in-person. Terri Roth asked when we need to start fundraising. Chair Hadfield stated that fundraising should be started during the time of the annual Elections Training. Terri Roth suggested that the Committee hold the virtual auction six months before the in-person, if in-person is an option this year. Jennifer Pena stated that she understands Terri's suggestion, and we should keep in mind that the Committee would have to have someone physically at the auction site to enter in-person bids. Terri Roth added that people typically like to see what they are bidding on in-person. Jennifer Pena stated that if only one auction is held all bids could be entered on-line. Amy inquired about how the bidding platform worked from a phone. Chair Hadfield and Terri Roth agreed that it worked well. Chair Hadfield stated that the Committee will start the scholarship process in about January of next year. She further stated that this past year, the Committee raised approximately \$2,100.00 after all the fees are paid. Terri Roth inquired what the average amount raised in past years is. Chair Hadfield stated that in 2019 the Committee raised approximately \$3,000.00 with a silent auction and some raffles, but the average is \$2,500.00 to \$3,000.00.

5. Good of the Order/Comments from Committee Members
No comments were made.

6. Chair Hadfield adjourned the meeting at 11:11 a.m.

Kristen Benavidez
Minute Taker