



**NEVADA MUNICIPAL CLERKS' ASSOCIATION
ANNUAL MEETING
October 6, 2011
7:30 A.M.**

CALL TO ORDER

President Shanell Owen called the Special Nevada Municipal Clerks Meeting to order at 10:00 a.m.

ROLL CALL

Present: Officers:

Shanell Owen, President, City of Elko
Stacy Brownfield, Vice-President, City of Henderson
Lorene Krumm, Secretary/Treasurer, City of Boulder City

Members: Bev Bridges, City of Las Vegas
LuAnn Holmes, City of Las Vegas
Vicky Darling, City of Las Vegas
Becky Dresser, City of Las Vegas
Sabrina Mercadante, City of Henderson
Maria Aguirre, City of Henderson
Sandra McKinley, City of Henderson
Andina Cox, City of Henderson
Stacey Brownfield, City of Henderson
Karen Storms, City of North Las Vegas
Tami McKay, Boulder City
Jim Alworth, City of Ely
Cherry Lawson, City of Mesquite
Jo Whitlock, Caliente
Shera Alberti-Annunzio, University of Nevada - Reno

WELCOME AND INTRODUCTION

President Shanell Owen welcomed everyone to the Annual Meeting of the Nevada Municipal Clerks Association. She introduced the new City Clerk of Caliente, Jo Whitlock and welcomed her to the meeting.

REGION VIII REPORT

- **Recognitions/Retirements** – none reported

NMCA

- **Institute Report**

Shera Alberti-Annunzio of UNR requested feedback from the members regarding the reduction of the Institute to four days rather than five. She stated a four-day Institute helped keep costs down.

Vicky Darling expressed her support of a four-day Institute and stated she thought it worked well for those who had attended. Members who had attended the conference concurred.

A brief discussion followed regarding potential dates for the 2012 Clerks' Institute. Shera requested input for topics to be covered at the Institute. She stated UNR had a professor who taught classes in social media and asked if a social media class would be valuable for those planning to attend.

2011 LEGISLATIVE DISCUSSION

- **Elections**

President Owen stated as a result of the 2011 Legislative Session, Elko had changed its election cycle to coincide with the County/State elections. She stated the change was made to increase voter turnout and to reduce costs. She stated Elko had contracted with the County for its elections. The City of Sparks paid \$ 0.15 per registered voter.

City Clerk Bridges stated the City of Las Vegas was not considering changing the municipal election dates at this time.

City Clerk Lawson noted the City of Mesquite had also changed its election cycle to coincide with County/State elections in even-numbered years.

City Clerk Storms of North Las Vegas requested a report regarding the election cycle change from Elko.

City Clerk Lawson questioned if other municipalities ran display ads during the election cycle in addition to legal ads.

President Owen stated the City of Elko published display ads for early voting.

Maria Aguirre of Henderson noted the *Las Vegas Review Journal* charged extra for any additional printing beyond straight text such as logos, etc.

- **Open Meeting Law changes**

The various cities discussed how changes made to the Open Meeting Law in the 2011 Legislative Session had been addressed.

SECRETARY/TREASURER REPORT

- **Adoption of Minutes – April 11, 2011**

City Clerk Bridges moved to approve the minutes of April 11, 2011; seconded by City Clerk Mercadante; unanimously approved.

- **Treasurer's Report – Approval and ratification of NMCA expenditures**

City Clerk Bridges moved to approve and ratify NMCA expenditures; seconded by City Clerk Lawson; unanimously approved.

COMMITTEE REPORTS

- **Scholarship Committee**

President Owen provided an update and report on the Scholarship Committee.

- **Membership Committee – no activity reported.**

- **Web and Technology Committee**

President Owen expressed her appreciation to the City of Henderson for updating and maintaining the Association's website.

NOMINATION AND ELECTION OF OFFICERS

President Owen announced the term of Vice-President was up and nominations were needed for the position.

City Clerk Bridges nominated City Clerk Lawson of Mesquite; seconded by City Clerk Mercadante; unanimously approved.

President Owen announced Cherry Lawson of Mesquite had been elected as Vice-President of the NMCA for a two-year term expiring 2013.

GENERAL BUSINESS

- **Request from Oregon Association of Municipal Recordors (OAMR) to consider a donation to the 2012 IIMC Annual Conference**

A brief discussion was held regarding an amount to donate to the Oregon conference. It was noted the NMCA had contributed \$1,000 to the Nashville conference, and \$1,500 to the Reno conference.

City Clerk Lawson made a motion to donate \$1,000 to the OAMC for the 2012 IIMC Annual Conference; seconded by City Clerk Alworth; unanimously approved.

- **Request from the Municipal Clerks Education Foundation (MCEF) to consider a donation to the MCEF Fund**

Members discussed the role and benefit of the MCEF including funding scholarships and educational programs, and assistance with the Annual Conference.

Vicky Darling made a motion to donate \$100 to MCEF; seconded by City Clerk Bridges; unanimously approved.

City Clerk Bridges stated she had distributed the NMCA by-laws and had not received feedback regarding proposed changes. She noted she would forward the by-laws to President Owen for distribution to NMCA members.

ADJOURNMENT

There being no further business, President Owen adjourned the meeting at 8:20 a.m.

Shanell Owen
President
Nevada Municipal Clerk's Assoc.

Lorene Krumm, CMC
Secretary/Treasurer
Nevada Municipal Clerk's Association