



**NEVADA MUNICIPAL CLERKS' ASSOCIATION**  
**Annual MEETING**  
**Thursday, July 14, 2016 · 9:00 a.m. (PST)**  
**Teleconference**

**Call to Order**

President Sabrina Mercadante called the Nevada Municipal Clerks' Association Special Meeting to order at 9:06 a.m.

**Teleconference Roll Call**

Present:

Officers:

Sabrina Mercadante, President, City of Henderson  
Maria Aguirre, Secretary/Treasurer, City of Henderson

Members:

Jonathon Nunes, City of Henderson  
Lisa Keim, City of Henderson  
Andina Whaley, City of Henderson  
Sandra McKinley, City of Henderson  
Catherine Raynor, City of North Las Vegas  
Tracy Beck, City of Mesquite  
Donna DiCarlo, City of Sparks  
Teresa Gardner, City of Sparks  
Shanell Owen, City of Elko  
Stacey Campbell, City of Las Vegas  
Jacquie Miller, City of Las Vegas  
Ashley Foster, City of Las Vegas  
Debra Outland, City of Las Vegas

**Approval of Minutes**

No changes are needed for the meeting minutes of May 5, 2016. Catherine Raynor motioned to accept the minutes with no changes. Sandra McKinley seconded the motion and it was unanimously approved.

**Financial report**

Maria Aguirre reported that NMCA has spent \$0 and collected \$900 since October. The current balance in the account is \$7,924.03. Lisa Keim motioned to accept the report. Sandra McKinley seconded the motion and it was unanimously approved.

**San Francisco Visit**

The meeting is scheduled for July 27 & 28. Clerks from Southern Nevada will visit San Francisco to preview Dominion's services. All clerks are invited to attend.

## **NMCA Pins**

Jon Nunes and Catherine Raynor confirmed that at the last IIMC conference pins are still very popular. Members agree that NMCA should order lapel pins and unanimously like the State of Nevada pin. Sabrina Mercadante will ask Tami McKay to confirm that the items shown on the draft state pin are official state flowers, etc. Catherine Raynor motioned to purchase 500 pins, Sandra McKinley seconded the motion and it was unanimously approved.

## **Education**

Sabrina Mercadante has asked Shera Alberti-Annunzio to produce a workshop on Tuesday, October 11 in conjunction with the Nevada League of Cities Workshop in Sparks to benefit NMCA. Shera Shera Alberti-Annunzio has been out of the office for the past month on medical not allowing for any developments. Members confirmed they are still interested in the workshop moving forward. Teresa Gardner offered her help to Shera Alberti-Annunzio, if needed.

## **October Elections**

Sabrina Mercadante reminded the association that NMCA elections for President and Secretary/Treasurer are in October. No one has put their name in yet. Sabrina Mercadante appointed Teresa Gardner and Stacey Campbell to the nominating committee.

## **General Business**

Catherine Raynor sent a survey to NMCA requesting electronic signature data. Only 3 surveys were completed. North Las Vegas contracted with E-sign Live. If anyone has any interest, contact Catherine Raynor.

Sabrina Mercadante asked the membership if anyone had a concern with NMCA seeking a sponsor to carry the all-mail ballot update bill. No one did.

## **Next meeting**

The next scheduled meeting is Thursday, August 25 at 9:00 a.m.

## **Adjournment**

President Sabrina Mercadante adjourned the meeting at 9:34 a.m.

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Sabrina Mercadante, MMC  
President  
Nevada Municipal Clerks' Association

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Maria Aguirre, CMC  
Secretary/Treasurer  
Nevada Municipal Clerks' Association