



NEVADA MUNICIPAL CLERKS' ASSOCIATION
Regular MEETING
Thursday, August 2, 2018 · 12:45 p.m. (PST)
Teleconference

Call to Order

President Sabrina Mercadante called the Nevada Municipal Clerks' Association Regular Meeting to order at 12:45 p.m.

Teleconference Roll Call

Present:

Officers:

Sabrina Mercadante, President, City of Henderson
Tami McKay, Vice-President, City of Boulder City
Diann Byington, Secretary/Treasurer, City of Elko

Members:

Amber Ellis, City of Henderson
Sandra McKinley, City of Henderson
April Parra, City of Henderson
Alyssa Perea, City of Henderson
Stacey Brownfield, City of Henderson
Colleen O'Brien, City of Henderson
Bridgette Rodriguez, City of Henderson
Teresa Gardner, City of Sparks
Ashley Turney, City of Reno
Tracy Beck, City of Mesquite
Lorene Krumm, City of Boulder City
Jessica Calma, City of North Las Vegas
Trina Harvey-De La Huerta, City of North Las Vegas
Kelly Wooldridge, City of Elko
Stacey Campbell, City of Las Vegas

Approval of Minutes

Ashley Turney motioned to accept the minutes. Tami McKay seconded the motion and it was unanimously approved.

Financial report

Stacey Brownfield motioned to approve the financial report. Tami McKay seconded the motion and it was unanimously approved.

Bylaws

Sabrina explained that the Annual Meeting, according to the Bylaws, is held during the Nevada League of Cities. Hardly any of the clerks are there. She usually ends up sitting at a big table alone. She proposed that we change the wording to say we will hold an annual meeting but not specific as to when and where.

Tracy Beck motioned to approve the change to the Bylaws. Amber Ellis seconded the motion and it was unanimously approved.

NMCA Annual Meeting

The Annual Meeting will be held during NLC since we didn't make this change sooner. It is scheduled for September 14th at 9:00 a.m.

POWER Class Scholarships

The POWER Class will be on the 13th. The scholarship committee will be sending out information. The committee will be awarding three scholarships for \$225 each. The applications will be due through August 16th and the award will be made on the 21st.

Elections

The Nomination committee will be sending out information and asking for nominations through email. The election takes place at the NLC Annual Meeting. Ashley Turney asked that the election be held differently than it had been the year before. She suggested an electronic voting system.

Ashely Turney motioned to reopen the Bylaws. Tracy Beck seconded the motion and it was unanimously approved.

Ashley Turney motioned to amend the Bylaws to include "The current President shall, prior to annual meeting, appoint a Nominating Committee, who shall electronically distribute a nominations form to NMCA members. The top two nominees for each office shall be voted upon electronically prior to the annual meeting, and the results shall be ratified at the annual meeting." Teresa Gardner seconded the motion and it was unanimously approved.

Stacey Brownfield asked who was in charge of the ballots. Ashley Turney and Colleen O'Brien will be sending out the ballots.

Scholarship Ratification

The scholarship was awarded to Lisa Keim but since she accepted a job offer in another department, she returned the check. The scholarship was then awarded to Diann Byington, City of Elko.

Alyssa Perea motioned to ratify awarding the scholarship to Diann Byington. Stacey Campbell seconded the motion and it was unanimously approved.

General Business

Ashley Turney mentioned that Wednesday meetings are difficult for her. She asked that it be placed on the agenda to change the meeting day.

Alyssa Perea volunteered to send out a poll to find out what days are best for people.

Shera thanked the NMCA for supporting the training sessions she has put together. She asked if everyone was still good with a week-long program. The group agreed they all liked the program as it is. Shera is not able to bring in speakers from outside of the area due to costs. Sabrina thanked Shera for all of her hard work on this every year.

The group discussed the tour of the Archive Library.

Next meeting

The next meeting will be held during the Nevada League of Cities on Friday, September 14, 2018 at 9:00 a.m.

Adjournment

President Sabrina Mercadante adjourned the meeting at 13:15.

Sabrina Mercadante, MMC
President
Nevada Municipal Clerks' Association

Lisa Keim
Executive Administrative Assistant
City of Henderson