



Officers:

**Vacant
President**

**Tami McKay
Vice-President**

**Julie Torres
Secretary/Treasurer**

ANNUAL MEETING

Thursday, July 29, 2021 at 8:15 am

Virtual Meeting Info:

**Telephone: 1-669-900-6833 ZOOM <https://zoom.us/j/93939956452>
Meeting ID 939 3995 6452**

Nevada Municipal Clerks

Tami McKay
Boulder City

Amanda Anderson
Caliente

LaDawn Lawson
Carlin

Kelly Wooldridge
Elko

Jennifer Lee
Ely

Sean Richardson
Fallon

Kimberly Swanson
Fernley

Louis Valdez
Henderson

LuAnn Holmes
Las Vegas

Terri Wilcox, Acting
Lovelock

Tracy Beck
Mesquite

Vacant
North Las Vegas

Mikki Huntsman, Acting
Reno

Lisa Hunderman
Sparks

Jolene Supp
Wells

Anna Bartlome
West Wendover

John Millard
Winnemucca

Sheema Shaw
Yerington

1. Call to Order (T McKay)
2. Roll Call by City (T McKay)
3. President's Report (T McKay)
4. Consideration and possible approval of the 2021 election results for NMCA President for a 1-year term and Vice President for a 2-year term – **For Possible Action** (T McKay)
5. Consideration and possible approval of the draft minutes for the February 11, 2021 meeting – **For Possible Action** (J Torres)
6. Consideration and possible approval to update signers on the Wells Fargo NMCA checking account, including but not limited to, removing Catherine Raynor and adding new board member(s). **For Possible Action** (J Torres)
7. Discussion and possible approval of Association financial report (February 2021 through July 14, 2021), including Wells Fargo bank account activity – **For Possible Action** (J Torres)
8. Discussion and possible approval of new appointments and/or reappointments to Committees – **For Possible Action** (President)
9. Discussion and possible ratification of scholarships awarded March through July 2021 – **For Possible Action** (M Huntsman & T Beck)
10. Receive IIMC Region VIII Director Report, including potential of creating two separate regions (L Holmes) – **No action to be taken**
11. Discussion and possible approval to expand educational courses offered by the Association, including but not limited to, two (2) one-day virtual courses (fall and spring) (**For Possible Action**) (J Torres)
12. Discussion of 81st Nevada Legislature BDRs – **No action to be taken**
13. Discussion/Recap of the annual Clerk's Academy (J Torres) – **No Action to be taken**
14. Discussion of Other Items for the Good of the Association – **No action to be taken**
15. Adjournment



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Julie Torres, Secretary/Treasurer

Item # 4

Agenda Title: Consideration and possible approval of the 2021 election results for NMCA President for a 1-year term and Vice President for a 2-year term – **For Possible Action** (J Torres)

Election Results

Vice President	Cheyenne LaRance	Unopposed, declared the winner
<hr/>		
President	Ashley Foster	TBD
	April Parra	TBD



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Julie Torres, Secretary/Treasurer

Item # 5

Agenda Title: Consideration and possible approval of the draft minutes for February 11, 2021 meeting – **For Possible Action** (J Torres)



**MEETING MINUTES OF THE
NEVADA MUNICIPAL CLERKS' ASSOCIATION**

FOR

February 11, 2021

1. Call to Order:

Association President Catherine Raynor called the meeting to order at 9:05 a.m.

2. Roll Call: Present via teleconference

Association officers: President Catherine Raynor, Vice President Tami McKay, and Secretary/Treasurer Julie Torres.

Members: Kelly Woolridge (Elko), Brenda Gosser and Kim Swanson (Fernley), Andre Dixon, Amy Johnson, Sandra McKinley, Colleen O'Brien, April Parra, Bridgette Rodriguez, Janet Sandifer (Henderson), Stacey Campbell, Grah Leavitt (Las Vegas), Tracy Beck (Mesquite), Jessica Calma, Shawna Hongthong-Moodie, Christle Ramey (N. Las Vegas), Ashley Turney, Mikki Huntsman (Reno), Lisa Hunderman (Sparks).

3. President's Report

President Catherine Raynor welcomed Mikki Huntsman of Reno and Lisa Corado (Henderson) to the Association.

4. Consideration and possible approval of the draft minutes for the September 10 and September 24, 2020 meetings – For Possible Action (J Torres)

Motion: Move to approve the meeting minutes as submitted.

Moved by: Tami McKay

Seconded by: Tracy Beck

Yes: 22

No: 0

Abstain: 0

Final Vote: Passed Unanimously

5. Discussion and possible approval of Association financial report (September 2020 through January 2021), including Wells Fargo bank account activity – For Possible Action (J Torres)

Secretary Treasurer Torres provided an overview of the financials dating back to September 2000.

Motion: Move to approve the financial report as submitted.

Moved by: Ashley Turney

Seconded by: Tami McKay

Yes: 22

No: 0

Abstain: 0

Final Vote: Passed Unanimously

6. **Discussion and possible approval of updates to the Association bylaws, including election processes – For Possible Action (T McKay)**

Vice President McKay provided an overview of the updates made to the Association bylaws, including, but not limited to, the board election process, definition of fiscal year, and transfer of membership.

Motion: Move to approve bylaws as submitted.

Moved by: Janet Sandifer

Seconded by: Tracy Beck

Yes: 22

No: 0

Abstain: 0

Final Vote: Passed Unanimously

7. **Discussion and possible approval of updated scholarship policy and online application, including but not limited to, providing specific documentation for scholarship funds and a report on applications received and awarded – For Possible Action (B Rodriguez)**

Sub-Committee member Brigette Rodriguez provided an overview of the updates made to the scholarship policy and application process. Language was added to allow educational classes from AIM, NAGARA, and ARMA. The process is the same for all applications. The applicant must submit an essay as to why they are requesting the scholarship. Receipts are required for all scholarship funds and must be submitted to the Secretary/Treasurer within 30 days of the course along with a certificate of completion. Julie Torres offered to assist members who are paying registration late in the registration process by using the Association debit card.

A scholarship was awarded to Brenda Gosser from Fernley in the amount of \$200.

Brigette also gave an update on the Athenian Dialogue hosted by NMCA next week. There are about 15 attendees registered for the course. Ashley Turney will be hosting the ZOOM meeting for the Dialogue. All technical issues should be forwarded to her.

Motion: Move to approve updated scholarship policy and online application as discussed.

Moved by: Bridgette Rodriguez

Seconded by: Tami McKay

Yes: 22

No: 0

Abstain: 0

Final Vote :Passed Unanimously

- P Cabrera joined the meeting at 9:32 am
- J Nunes joined the meeting at 9:33 am

8. **Discussion and possible approval of the IIMC Region VIII Bylaws – For Possible Action** (C Raynor)

President Catherine Raynor provided a brief overview of the changes being discussed for the Region VIII bylaws, including the collection of an additional \$2/member fee to assist with travel costs for Region directors. Due to an illness in the director's group, the draft minutes have not been completed. Each state must approve the draft before the bylaws can be approved by the National board. If the NMCA delays approval, it will delay national approval.

Motion: Move to allow Catherine Raynor to review and approve the Region VIII Bylaws on behalf of the NMCA when the final draft is complete.

Moved by: Julie Torres

Seconded by: Amy Johnson

Yes: 24

No: 0

Abstain: 0

Final Vote: Passed Unanimously

9. **Discussion and possible approval of new appointments and/or reappointments to Committees – For Possible Action** (C Raynor)

There are vacancies on several sub-committees and during this meeting we received resignations from additional members. The shortage of assistance was discussed by the board and it was proposed that we solicit sub-committee membership via email at a later date. President Raynor will send the email, along with a description of each sub-committee to the membership and then communicate volunteer information back to the board for consideration and appointment.

Motion: No motion was made

10. **Update on 2021 NV Clerk's Academy curriculum and dates** (C Raynor) – **No Action to be taken**

President Raynor provided an update on the Clerk's academy. The course will be offered virtually through UNR Extended Studies and will be held July 26-29, 2021. We will be grouping the classes together each day according to topic. Attendees can pay for one day or the full 3-day course; Athenian Dialogue will be the 4th day. We are encouraging attendance from outside the association membership this year and will be marketing the academy to other agencies. The board is soliciting speakers for each session and some are donating their time and resources to keep the courses more affordable. The Sparks Public Information Officer will be volunteering her time as will the State of Nevada Elections division.

The board is communicating with Shannon Harris from UNR Extended Studies to put together an agenda with instructors. Will start marketing the academy as soon as we have an agenda dialed in.

11. **Receive IIMC Region VIII Director Report, including potential of creating two separate regions (A Turney) – No action to be taken**

Region VIII Director Ashley Turney provided an update to the membership. The directors have not had a meeting as of today, they expect to hold one in May. One of the topics will be splitting up the region due to its size and geographic locations, which has created logistical problems. Ashley will provide an update at the annual meeting.

12. **Discussion of 81st Nevada Legislature BDRs (C Raynor) – No action to be taken**

President Raynor mentioned several BDR's that could affect the Clerks. She asked that we all remain in communication if they are monitoring any legislative bills being dropped that the Clerks may need to be involved with.

13. **Discussion and possible action to approve IIMC education delivery methodologies, traditional institute offerings, technology availability, and Foundation financial support—For Possible Action (C Raynor)**

President Raynor provided comments pertaining to an email IIMC sent out earlier this week regarding the educational curriculum they are providing. She encouraged membership participation and response to the email survey. The education tends to be secretarial rather than public administration and managerial. Julie Torres agreed with Catherine and requested membership request curriculum that supports broadening our education and experience as a City Clerk as a professional.

14. **Discussion of Other Items for the Good of the Association – No action to be taken**

There were no comments.

15. **Adjournment:** The meeting was adjourned at 9:48 am.

Tami McKay, Vice President

Julie Torres, CMC, CRM
Secretary/Treasurer



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Julie Torres, Secretary/Treasurer

Item # 6

Agenda Title: Consideration and possible approval to update signers on the Wells Fargo NMCA checking account, including but not limited to, removing Catherine Raynor and adding new board member(s). For Possible Action

The signature card at Wells Fargo bank needs to be updated with the new signer(s) after the election results have been accepted. The Secretary/Treasurer is to remain on the account. The membership can choose to add the new President and/or the new Vice President of the Association. The approved minutes must be provided to the bank in order to update the account.



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Julie Torres, Secretary/Treasurer

Item # 7

Agenda Title: Financial Report

The Wells Fargo bank statement balance for period ending **07/14/2021**, is **\$16,661.91**.
Statements attached: February through July 2021.

Date	Description	Check #	Income	Expense	Balance
01/01/21	Starting balance				15,172.40
01/19/21	Anthenian Dialogue fees Bonnie Sinjem		50.00		15,222.40
01/19/21	Anthenian Dialogue fees Nikki Brummond		50.00		15,272.40
02/09/21	Purchased checks from Wells Fargo	Automatic Pay		49.20	15,223.20
02/09/21	Annual Membership Dues M Huntsman/City of Reno		75.00		15,298.20
02/09/21	Anthenian Dialogue fees from Denise Tucker, Souix Falls, SD		50.00		15,348.20
02/09/21	Anthenian Dialogue fees from Kandis Koozer, Gretna, NE		50.00		15,398.20
02/12/21	Scholarship/Brenda Gosser, Fernley	1006		200.00	15,198.20
02/15/21	Athenian Dialogue fees from Kathrine Coviello, Ramsey, NJ		50.00		15,248.20
02/18/21	Athenian Dialogue fees from J DiRubbo, Sheridan CO		50.00		15,298.20
03/02/21	Athenian Dialogue fees from K Coviello REFUNDED	1007		50.00	15,248.20
06/07/21	Annual Membership Dues S Herron/Incline Village		75.00		15,323.20
06/09/21	Annual Membership Dues A Barlome/W Wendover		75.00		15,398.20
06/16/21	Annual Membership City of Las Vegas		825.00		16,223.20
07/06/21	Scholarship/Cheyenne LaRance: UNR Professional Studies	1009		75.00	16,148.20
07/06/21	Scholarship/Ashley Foster: NV Clerk's Academy	1010		200.00	15,948.20
07/06/21	Annual Membership (Retired) C Raynor		50.00		15,998.20
07/06/21	Annual Membership City of Fernley: Swanson, Gosser, Homme		225.00		16,223.20
07/06/21	USPS Stamps	Debit Card		16.29	16,206.91
07/07/21	Annual Membership City of Sparks x 4		300.00		16,506.91
07/07/21	C Ramey Scholarship to NV Clerk's Academy	Debit Card		200.00	16,306.91
07/13/21	M Chanselle-Hary Scholarship to NV Clerk's Academy	1011		250.00	16,056.91
07/13/21	Annual Membership Dues: Henderson x 12		900.00		16,956.91
07/12/21	Nevada League of Cities/J Torres	Debit Card		295.00	16,661.91

Confirmed on
Statement

as of 01/19/2021

Balanced
07/06/21

1008 VOID

Balanced
07/14/21

Wells Fargo Business Choice Checking

February 8, 2021 ■ Page 1 of 4



NEVADA MUNICIPAL CLERK ASSOCIATION
431 PRATER WAY
SPARKS NV 89431-4598

Questions?

Available by phone 24 hours a day, 7 days a week:
Telecommunications Relay Services calls accepted

1-800-CALL-WELLS (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (825)
P.O. Box 6995
Portland, OR 97228-6995

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Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to wellsfargo.com/biz or call the number above if you have questions or if you would like to add new services.

- Business Online Banking
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- Business Bill Pay
- Business Spending Report
- Overdraft Protection



IMPORTANT ACCOUNT INFORMATION

In order to serve customers more efficiently, we will be updating the available statement and fee period ending dates. Based on your current statement and fee period date, in June 2021 we are adjusting your statement and fee periods to end on the fifth business day each month. (Business days do not include Saturdays, Sundays, and Federal holidays.) This update does not affect your account terms and conditions. Your fee period end date is located in the Monthly Service Fee Summary section of your statement. Refer to the Consumer or Business Account Fee and Information Schedule located online at wellsfargo.com/feefaq for more information about monthly fee periods.

Statement period activity summary

Beginning balance on 1/12	\$15,172.40
Deposits/Credits	100.00
Withdrawals/Debits	- 0.00
Ending balance on 2/8	\$15,272.40

Account number: [REDACTED]

NEVADA MUNICIPAL CLERK ASSOCIATION*Nevada account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): 321270742

For Wire Transfers use

Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
1/19		Mobile Deposit : Ref Number :911190416819	50.00		15,222.40
1/20		Mobile Deposit : Ref Number :808200758506	50.00		15,272.40
Ending balance on 2/8					15,272.40
Totals			\$100.00	\$0.00	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 01/12/2021 - 02/08/2021

Standard monthly service fee \$0.00

You paid \$0.00

The bank has waived the fee for this fee period.

WX/W5

Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	2	200	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to



report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.



IMPORTANT ACCOUNT INFORMATION

Effective on or after April 1, 2021, Wells Fargo will no longer issue temporary debit cards, including Wells Fargo Instant Issue Debit Cards, Wells Fargo Business Instant Issue Debit Cards, and EasyPay Instant Cards. If you need a replacement card, you may request one by signing on to Wells Fargo Online® or calling the number on your statement. Once requested, replacement cards arrive by mail in 5 to 7 calendar days. You may add your Wells Fargo Debit Card or EasyPay Card to a Wells Fargo-supported digital wallet on your mobile device so you can make secure, convenient purchases in stores, online, and in apps, and access Wells Fargo ATMs while you wait for your replacement card. For more details on digital wallets, please visit wellsfargo.com/mobile/payments. Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply. Some ATMs within secure locations may require a physical card for entry.

Effective on or after April 1, 2021, the ATM Access Code feature will no longer be available to access your accounts at Wells Fargo ATMs. You may continue to access Wells Fargo ATMs using your Wells Fargo Debit, ATM or EasyPay Card, or with a Wells Fargo-supported digital wallet on your mobile device. For more information about adding your card to a digital wallet, please visit wellsfargo.com/mobile/payments. Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply. Some ATMs within secure locations may require a physical card for entry. Note: After the ATM Access Code feature for accessing Wells Fargo accounts is discontinued, the "Use an Access Code" button may continue to be displayed on Wells Fargo ATMs to support other services.

Wells Fargo Business Choice Checking

March 8, 2021 ■ Page 1 of 4



NEVADA MUNICIPAL CLERK ASSOCIATION
431 PRATER WAY
SPARKS NV 89431-4598

Questions?

Available by phone 24 hours a day, 7 days a week:

We accept all relay calls, including 711

1-800-CALL-WELLS (1-800-225-5935)

En español: 1-877-337-7454

Online: wellsfargo.com/biz

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- Online Statements
- Business Bill Pay
- Business Spending Report
- Overdraft Protection



IMPORTANT ACCOUNT INFORMATION

The following dedicated text telephone/telecommunication device for the deaf (TTY/TDD) lines are being retired on March 5, 2021: 800-877-4833, 800-419-2265 and 800-600-4833. We accept relay-assisted calls, including calls from the 711 service, when customers call any Wells Fargo customer service toll-free phone number. Wells Fargo will continue to provide excellent service to our deaf or hard of hearing customers and customers with speech disorders.

In order to serve customers more efficiently, we will be updating the available statement and fee period ending dates. Based on your current statement and fee period date, in June 2021 we are adjusting your statement and fee periods to end on the fifth business day each month. (Business days do not include Saturdays, Sundays, and Federal holidays.) This update does not affect your account terms and conditions. Your fee period end date is located in the Monthly Service Fee Summary section of your statement. Refer to the Consumer or Business Account Fee and Information Schedule located online at wellsfargo.com/feefaq for more information about monthly fee periods.



Statement period activity summary

Beginning balance on 2/9	\$15,272.40
Deposits/Credits	275.00
Withdrawals/Debits	- 249.20
Ending balance on 3/8	\$15,298.20

Account number: [REDACTED]
NEVADA MUNICIPAL CLERK ASSOCIATION
Nevada account terms and conditions apply
 For Direct Deposit use
 Routing Number (RTN): 321270742
 For Wire Transfers use
 Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Transaction history

<i>Date</i>	<i>Check Number</i>	<i>Description</i>	<i>Deposits/ Credits</i>	<i>Withdrawals/ Debits</i>	<i>Ending daily balance</i>
2/9		Mobile Deposit : Ref Number :514090244344	50.00		
2/9		Mobile Deposit : Ref Number :614090244966	50.00		
2/9		Mobile Deposit : Ref Number :514090244392	75.00		15,447.40
2/16		Mobile Deposit : Ref Number :009160330067	50.00		
2/16		Harland Clarke Check/Acc. 021521 00064447575482 Nevada Municipal Clerk		49.20	15,448.20
2/18		Mobile Deposit : Ref Number :516180210028	50.00		15,498.20
2/23	1006	Check		200.00	15,298.20
Ending balance on 3/8					15,298.20
Totals			\$275.00	\$249.20	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Summary of checks written (checks listed are also displayed in the preceding Transaction history)

<i>Number</i>	<i>Date</i>	<i>Amount</i>
1006	2/23	200.00

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 02/09/2021 - 03/08/2021	Standard monthly service fee \$0.00	You paid \$0.00
------------------------------------	-------------------------------------	-----------------

The bank has waived the fee for this fee period.

WXW5



Account transaction fees summary

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	6	200	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.



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Wells Fargo Business Choice Checking

April 8, 2021 ■ Page 1 of 4



NEVADA MUNICIPAL CLERK ASSOCIATION
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Questions?

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Business Online Banking
Online Statements
Business Bill Pay
Business Spending Report
Overdraft Protection

<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input type="checkbox"/>



IMPORTANT ACCOUNT INFORMATION

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In order to serve customers more efficiently, we will be updating the available statement and fee period ending dates. Based on your current statement and fee period date, in June 2021 we are adjusting your statement and fee periods to end on the fifth business day each month. (Business days do not include Saturdays, Sundays, and Federal holidays.) This update does not affect your account terms and conditions. Your fee period end date is located in the Monthly Service Fee Summary section of your statement. Refer to the Consumer or Business Account Fee and Information Schedule located online at wellsfargo.com/feefaq for more information about monthly fee periods.



Statement period activity summary

Beginning balance on 3/9	\$15,298.20
Deposits/Credits	0.00
Withdrawals/Debits	- 50.00
Ending balance on 4/8	\$15,248.20

Account number: [REDACTED]
NEVADA MUNICIPAL CLERK ASSOCIATION
Nevada account terms and conditions apply
 For Direct Deposit use
 Routing Number (RTN): 321270742
 For Wire Transfers use
 Routing Number (RTN): 121000248

Overdraft Protection

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Transaction history

<i>Date</i>	<i>Check Number</i>	<i>Description</i>	<i>Deposits/ Credits</i>	<i>Withdrawals/ Debits</i>	<i>Ending daily balance</i>
3/10	1007	Cashed Check		50.00	15,248.20
Ending balance on 4/8					15,248.20
Totals			\$0.00	\$50.00	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Summary of checks written (checks listed are also displayed in the preceding Transaction history)

<i>Number</i>	<i>Date</i>	<i>Amount</i>
1007	3/10	50.00

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 03/09/2021 - 04/08/2021	Standard monthly service fee \$0.00	You paid \$0.00
The bank has waived the fee for this fee period.		
WXW5		

Account transaction fees summary

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	1	200	0	0.50	0.00
Total service charges					\$0.00



Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.

Wells Fargo Business Choice Checking

May 10, 2021 ■ Page 1 of 3



NEVADA MUNICIPAL CLERK ASSOCIATION
431 PRATER WAY
SPARKS NV 89431-4598

Questions?

Available by phone 24 hours a day, 7 days a week:
We accept all relay calls, including 711

1-800-CALL-WELLS (1-800-225-5935)

En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (825)
P.O. Box 6995
Portland, OR 97228-6995

Your Business and Wells Fargo

Visit wellsfargoworks.com to explore videos, articles, infographics, interactive tools, and other resources on the topics of business growth, credit, cash flow management, business planning, technology, marketing, and more.

Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to wellsfargo.com/biz or call the number above if you have questions or if you would like to add new services.

- Business Online Banking
- Online Statements
- Business Bill Pay
- Business Spending Report
- Overdraft Protection



IMPORTANT ACCOUNT INFORMATION

The following dedicated text telephone/telecommunication device for the deaf (TTY/TDD) lines are being retired on March 5, 2021: 800-877-4833, 800-419-2265 and 800-600-4833. We accept relay-assisted calls, including calls from the 711 service, when customers call any Wells Fargo customer service toll-free phone number. Wells Fargo will continue to provide excellent service to our deaf or hard of hearing customers and customers with speech disorders.

In order to serve customers more efficiently, we will be updating the available statement and fee period ending dates. Based on your current statement and fee period date, in June 2021 we are adjusting your statement and fee periods to end on the fifth business day each month. (Business days do not include Saturdays, Sundays, and Federal holidays.) This update does not affect your account terms and conditions. Your fee period end date is located in the Monthly Service Fee Summary section of your statement. Refer to the Consumer or Business Account Fee and Information Schedule located online at wellsfargo.com/feefaq for more information about monthly fee periods.



Statement period activity summary

Beginning balance on 4/9	\$15,248.20
Deposits/Credits	0.00
Withdrawals/Debits	- 0.00
Ending balance on 5/10	\$15,248.20

Account number: [REDACTED]
NEVADA MUNICIPAL CLERK ASSOCIATION
Nevada account terms and conditions apply
 For Direct Deposit use
 Routing Number (RTN): 321270742
 For Wire Transfers use
 Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 04/09/2021 - 05/10/2021	Standard monthly service fee \$0.00	You paid \$0.00
The bank has waived the fee for this fee period.		
<small>WX/W5</small>		

Account transaction fees summary

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	0	200	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.

Wells Fargo Business Choice Checking

June 7, 2021 ■ Page 1 of 4



NEVADA MUNICIPAL CLERK ASSOCIATION
339 BURNEY LN
KERRVILLE TX 78028-8074

Questions?

Available by phone 24 hours a day, 7 days a week:
We accept all relay calls, including 711

1-800-CALL-WELLS (1-800-225-5935)

En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (825)
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Statement period activity summary

Beginning balance on 5/11	\$15,248.20
Deposits/Credits	75.00
Withdrawals/Debits	- 0.00
Ending balance on 6/7	\$15,323.20

Account number: [REDACTED]

NEVADA MUNICIPAL CLERK ASSOCIATION

Nevada account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): 321270742

For Wire Transfers use

Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.

Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
6/7		Mobile Deposit : Ref Number :315070114149	75.00		15,323.20
Ending balance on 6/7					15,323.20
Totals			\$75.00	\$0.00	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 05/11/2021 - 06/07/2021 Standard monthly service fee \$0.00 You paid \$0.00

The bank has waived the fee for this fee period.

WX/W5

Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	1	200	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

Our National Business Banking Center customer service number 1-800-CALL-WELLS (1-800-225-5935) hours of operation have temporarily changed to 7:00 a.m. to 11:00 p.m. Eastern Time, Monday through Saturday and Sunday 9:00 a.m. to 10:00 p.m. Eastern Time. Access to our automated banking system, the ability to report a fraud claim on your business credit or debit card, and access to report a lost or stolen business card will continue to be available 24 hours a day, 7 days per week. Thank you for banking with Wells Fargo. We appreciate your business.



IMPORTANT ACCOUNT INFORMATION

Effective September 1, 2021, the non-Wells Fargo ATM balance inquiry fee will increase from \$2.00 to \$2.50, and the non-Wells Fargo ATM transfer fee will increase from \$2.00 to \$2.50. To avoid these fees, monitor your balances and transfer money by accessing Wells



Fargo ATMs, calling the number on the back of your card, and using Wells Fargo Online[®] or the Wells Fargo Mobile[®] app. Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply. These fees may not be applicable to all customers and may vary depending on the type of Account you have. For more details, refer to the applicable Wells Fargo Fee and Information Schedule for your Account.

Effective May 28, 2021, the following fees were eliminated and there is no longer a charge for these services: audit confirmation, credit inquiry, coin deposited per bag, and document copy. Thank you for banking with Wells Fargo. We appreciate your business.

Wells Fargo Business Choice Checking

July 8, 2021 ■ Page 1 of 4



NEVADA MUNICIPAL CLERK ASSOCIATION
431 PRATER WAY
SPARKS CITY CLERKS OFFICE
SPARKS NV 89431-4598

Questions?

Available by phone 24 hours a day, 7 days a week:
We accept all relay calls, including 711

1-800-CALL-WELLS (1-800-225-5935)

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- Business Spending Report
- Overdraft Protection

Statement period activity summary

Beginning balance on 6/8	\$15,323.20
Deposits/Credits	1,475.00
Withdrawals/Debits	- 216.29
Ending balance on 7/8	\$16,581.91

Account number: [REDACTED]

NEVADA MUNICIPAL CLERK ASSOCIATION

Nevada account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): 321270742

For Wire Transfers use

Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo branch.



Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
6/9		Mobile Deposit : Ref Number :616090033782	75.00		15,398.20
6/16		Mobile Deposit : Ref Number :316160760633	825.00		16,223.20
7/6		Mobile Deposit : Ref Number :111060089734	50.00		
7/6		Mobile Deposit : Ref Number :011060089453	225.00		16,498.20
7/7		Mobile Deposit : Ref Number :215070704928	300.00		
7/7		Purchase authorized on 07/06 USPS PO 3182400431 Sparks NV S301187655591508 Card 8087		16.29	16,781.91
7/8		Purchase authorized on 07/07 Unr Extended Studi 775-784-4046 NV S461188568038849 Card 8087		200.00	16,581.91
Ending balance on 7/8					16,581.91
Totals			\$1,475.00	\$216.29	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Monthly service fee summary

For a complete list of fees and detailed account information, see the disclosures applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq for a link to these documents, and answers to common monthly service fee questions.

Fee period 06/08/2021 - 07/08/2021 Standard monthly service fee \$0.00 You paid \$0.00

The bank has waived the fee for this fee period.

WXW5

Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	5	200	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits

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Good News! The daily ATM withdrawal limit for each debit/ATM card linked to your checking/prepaid account is being increased to \$1,010 effective between July 1 and July 19, 2021. To view your card's daily dollar limits at any time, sign on at wellsfargo.com/cardcontrol and click on Card details. Note: your card and account must be in open status for ATM limit increase to be applied. If you recently updated your card's ATM limit above \$1,010 before this change noted above occurs, the change will not be applied.



Agenda Report

Meeting Date: 07/29/2021

Submitted by: President

Item # 8

Agenda Title: Discussion and possible approval of new appointments and/or reappointments to Committees (President TBD)

Committees are outlined in Association Bylaws Article VII.

- 1. Nominating Committee (A Turney)**
- 2. Scholarship and Training Committee (M Huntsman and T Beck)**
- 3. Website/Technology Committee (L Hunderman & J Sandifer)**
- 4. Any special committees established by the President**



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Mikki Huntsman and Tracy Beck

Item # 9

Agenda Title: Discussion and possible ratification of scholarships awarded March through July 2021 – For Possible Action (M Huntsman & T Beck)

The following scholarships have been awarded since February 2021:

1. Brenda Gosser, Fernley	\$ 200.00	Minutes Course
2. Cheyenne LaRance, Las Vegas	\$ 75.00	UNR Extended Studies
3. Ashley Foster, Las Vegas	\$ 200.00	Clerk's Academy
4. Cristle Ramey, North Las Vegas	\$ 200.00	Clerk's Academy
5. Melissa Chanselle-Hary, Reno	\$ 250.00	Clerk's Academy & Athenian
6. Julie Torres, NMCA Representative	\$ 295.00	Nevada League of Cities
7. April Parra, Henderson	\$ 250.00	Clerk's Academy & Athenian
8. Jacquie Miller, Las Vegas	\$ 200.00	Clerk's Academy
9. Jennifer Lee, Ely	<u>\$ 75.00</u>	1-day Clerk's Academy
Total	\$ 1,745	



Agenda Report

Meeting Date: 07/29/2021

Submitted by: Julie Torres/Secretary/Treasurer

Item # 11

Agenda Title: Discussion and possible approval to expand educational courses offered by the Association, including but not limited to, two 2-day virtual courses (spring and fall). (For Possible Action)

Recommended courses would be approved by IIMC and ICRM for points valuation prior to offering to membership. Potential topics:

1. Compliance
2. Legal Issues
3. Archives and Records Management
4. Technology in the Clerk's Office
5. E Discovery and Public Records
6. Email Archiving for public records
7. Public Meeting Management

Instructors as well as attendees can earn points for these courses. Virtual courses helps us keep the cost down and allows for a larger audience. Provides additional options for Clerks to get an education and further their careers.