



AAMC Executive Board
Sara Peterson, President
Melissa Jacobsen, 1st Vice President
Jamie Heinz, 2nd Vice President
Shellie Saner, Immediate Past President
Dani Snider, Secretary
April Trickey, Treasurer
Kassi Mackie, Communications Director
Kacie Paxton, Education Director
Betty Svensson, Alaska Municipal League

AAMC Executive Board Meeting
May 14, 2019, 2:00 p.m. – Held via Teleconference

1. CALL TO ORDER

President Peterson called the meeting of the Executive Board of the Alaska Association of Municipal Clerks (AAMC) to order at 2:01 p.m.

| Members Present | | Members Absent |
|------------------------|------------------|-----------------------|
| Sara Peterson | Dani Snider | Kacie Paxton |
| Jamie Heinz | Melissa Jacobsen | Kassi Mackie |
| Shellie Saner | April Trickey | Betty Svensson |

2. APPROVAL OF AGENDA

Ms. Jacobsen, seconded by **Ms. Heinz**, moved to approve the agenda.

President Peterson called for objection to the approval of the agenda; no members objected.

3. APPROVAL OF MINUTES

A. March 7, 2019 Meeting Minutes

Ms. Heinz, seconded by **Ms. Jacobsen**, moved to approve the meeting minutes.

The motion passed without objection.

4. TREASURER’S REPORT

A. AAMC Financial Report

Ms. Trickey stated that AAMC YTD revenue is about \$7,000; she stated that is typical for this time of year. She stated that the Membership Committee has been working hard on collecting dues, but some Clerks do not pay until their new fiscal year. She stated that there is nothing out of the ordinary noted with AAMC expenses for the year so far, and she briefly reviewed the balances on AAMC accounts.

B. Discussion on AAMC Savings Account

Ms. Trickey stated that Shawn from AML contacted her regarding the AAMC savings account; she stated the account balance is about \$5,000. She stated that the bank is charging \$10 per month in service fees, and there is a recommendation to close that savings account to save money. She stated that the money was intended as a slush fund to avoid dipping into the investment account and that the funds could be transferred to the AAMC checking account.

Ms. Snider, seconded by **Ms. Jacobsen** moved to close the savings account.

President Peterson called for objection; no members objected.

5. PRESIDENT'S COMMUNICATIONS

President Peterson stated she is excited to attend the IIMC conference and connect with everyone.

6. UNFINISHED BUSINESS – None

7. NEW BUSINESS

A. Discussion/Decision of survey submitted by AAMC Election Committee

President Peterson stated that the Elections Committee put together a survey to send out to the membership. She stated the intent is to gain more participation in running for Executive Board positions. She stated she is looking for feedback from the Executive Board on whether to move forward with the survey or to give feedback/changes to the Elections Committee.

Ms. Saner stated that surveys are meant to gather input so that things can be improved. She stated that some of the things listed cannot be fixed by the AAMC, and she does not understand why a survey is needed. **President Peterson** spoke about her conversation with Elections Committee Chair Renee Krause regarding the reasons why the survey came about. **Ms. Heinz** agreed with **Ms. Saner** that a survey may not be needed. **Ms. Saner** stated that getting people to run for office has been a challenge for a number of years. **President Peterson** stated it may be better to include more information in promotional materials to explain what is involved with service on the Board rather than doing a survey. **Ms. Trickey** suggested having someone who has served on the Executive Board speak with people either one-on-one or in a roundtable setting to educate them on what service entails. **Ms. Snider** spoke to how intimidating service on the Executive Board can seem. **President Peterson** stated that she can ask the Committee to not do the survey but send out more educational information about service; she stated she will reach out to **Ms. Krause** about next steps.

B. Discussion of correspondence from Division of Community and Regional Affairs regarding collection of municipal election data

President Peterson stated that Brenda Hewitt with the DCRA reached out to her and is looking for ways to collect election data from municipalities throughout the state. **Ms. Snider** mentioned that APOC already collects some election information from Clerks and suggested that APOC may be able to bridge a gap between agencies. **Ms. Saner** commented that APOC is now asking for results after elections. **Ms. Trickey** stated that her municipality publishes all the information the state is seeking on its website. **President Peterson** stated that she will speak with Ms. Hewitt again and see if working with APOC would be an option. She stated she would report back to the Board about the issue at the next meeting.

C. Discussion of query from NACo (via AML) regarding election information

President Peterson reported that Nils Andreassen from AML reached out to see if Clerks could help with a NACo survey. She referenced the email in the agenda packet with a list of potential questions that could be asked in a survey. **President Peterson** stated it would be best if AML or NACo performed the survey; she stated that she is looking for feedback to give to AML. **Ms. Trickey** stated that some of the information was already asked in a recent email survey by the State Division of Elections. She stated that 70-80% of election equipment across the U.S. is old like that of the State of Alaska, and everyone seems to be aiming for equipment replacement by 2020; she added that that may be the reason why the surveys are being done. **President Peterson** asked whether there was consensus by the Board on the survey questions. The consensus of the Board was to allow President Peterson to suggest a list of questions to AML.

D. Discussion of support for changes to Alaska's public records law and Alaska's Open Meetings Act

Ms. Snider stated that municipalities in Alaska often receive records requests from out of state; she stated that often the requests are broad in scope and date range, seek large amounts of data, and are labor intensive to fulfill. She stated that she would like to see if others are interested in requesting that the state legislature amend the Alaska Public Records Act to limit fulfillment of records requests to residents of Alaska. **Ms. Saner** stated that there are seven other states that have such limitations, and she fully supports asking the legislature to help. **Ms. Trickey** also spoke in support of the idea.

Ms. Snider stated that social media has created challenges for local governments as it relates to the Open Meetings Act (OMA). She stated that some municipalities have developed social media policies, but she believes the legislature needs to provide guidance to help members of local governmental bodies to avoid unintentionally violating the OMA.

President Peterson asked for input what next steps should be to address the issues. **Ms. Saner** briefly reviewed AAMC bylaws and Policies and Procedures to see if there was guidance on how to proceed with a resolution regarding the issues raised by Ms. Snider. **Ms. Trickey** suggested involving the AAMC Legislative Committee. **President Peterson** gathered that it was the consensus of the Board to move in that direction. She directed Ms. Snider to send an email to Bryant Hammond, Chair of the Legislative Committee, to request that the Committee work on the issues. **Ms. Trickey** stated she believes that resolutions could come either to the Executive Board or to the AAMC membership.

President Peterson called for objection to delegating work on the two issues to the Legislative Committee; there was no objection.

E. Approve letter of support for Visit Spokane – 2024 IIMC Conference bid

President Peterson stated that Ms. Mackie forwarded the Visit Spokane email to her regarding the 2024 bid. She asked whether there was a motion to approve the letter of support included in the agenda packet for Visit Spokane to receive the 2024 IIMC conference bid.

Ms. Snider, seconded by **Ms. Saner**, moved to approve the letter of support.

President Peterson called for objection; no members objected.

8. COMMITTEE REPORTS

A. Education Committee Chair Kacie Paxton (review of latest education schedule and budget)

In Ms. Paxton's absence, **President Peterson** reviewed the latest 2019 AAMC conference schedule. She called for questions, and no members had any questions.

9. COMMENTS/QUESTIONS – None

10. ADJOURNMENT

Ms. Saner, seconded by **Ms. Heinz**, moved to adjourn the meeting.

Hearing no objection, **President Peterson** declared the meeting adjourned at 2:54 p.m.