



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

**AAMC Executive Board Meeting**  
**June 15, 2020, 1:00 p.m. – Held via Teleconference**

**1. CALL TO ORDER**

**President Jacobsen** called the meeting of the Executive Board of the Alaska Association of Municipal Clerks (AAMC) to order at 1:04 p.m.

<b>Members Present</b>			<b>Members Absent</b>
Melissa Jacobsen	Kacie Paxton	Brenda Ballou	April Trickey
Dani Snider	Jamie Heinz	Jamie Newman	
Sara Peterson	Betty Svensson		

**2. APPROVAL OF AGENDA**

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

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

**3. APPROVAL OF MINUTES**

A. June 4, 2020 Executive Board Meeting Minutes

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

**President Jacobsen** called for objection to the approval of the minutes; no members objected.

**4. TREASURER’S REPORT** – None

**5. PRESIDENT’S COMMUNICATIONS** – None

**6. UNFINISHED BUSINESS** – None

**7. NEW BUSINESS**

A. 2020 AAMC Conference

**President Jacobsen** stated she wished more members were present. She stated there is a lot that goes into conference planning. She referenced the memo included in the packet and presented the idea of putting on a scaled back, in-person conference versus a virtual conference. She stated there are some questions that need to be answered if AAMC puts on an in-person conference (e.g., number of attendees allowed, conference fees, speed dating event, meals, personal protective equipment, etc.). **President Jacobsen** mentioned other challenges such as the added responsibilities for those clerks who are serving as the PIO for their communities and the fact that it is a local, state, and national election year. **Ms. Paxton** stated that if the Board decides to move forward with an in-person conference, others will need to step up to help plan the conference as some of the key players will not be able to do due to other duties. She stated that normally the conference would be pretty much put together by this time of year, but planning is still in the early stages. **Ms. Peterson**, with some angst, suggested not putting on a conference in 2020, and she wondered how others felt about that.

*Ms. Newman and Ms. Ballou joined the meeting at 1:12 p.m.*

**President Jacobsen** recapped the discussion up to this point for the benefit of those who joined. She stated that Ms. Trickey had previously stated that the budget will take a hit if there is no conference, but AAMC would be okay. **Ms. Ballou** stated that Ms. Peterson has a valid point. She stated that the business meeting, ceremonies, and officer election needs to be separated from the educational portion of the annual conference, and she expressed that it is important that President Jacobsen still have a ceremony. **Ms. Paxton** stated that the AAMC could look at what IIMC has done and possibly follow their lead. **Ms. Newman** stated that the annual business meeting could be done by Zoom or teleconference. She stated that her presidency was cut short some years ago because the conference date was changed to coincide with the AML conference. She questioned whether the reasoning behind the possibility of cutting the educational portion of the conference due is because of a lack of conference planners or because of the effects of the Coronavirus. **President Jacobsen** stated that the group needs to decide whether to move forward with a scaled back, in-person conference with local presenters or to cancel the conference. **Ms. Newman** stated her heart goes out to those clerks who also serve as the PIO for their municipalities. She stated that part of the conference is about comradery, and she does not know how that will feel with masks and social distancing. She stated indicated that it may be difficult to find volunteers to help plan the conference. **Ms. Snider** agreed with Ms. Ballou's earlier comments. She stated that she would support canceling the conference, but she would like to hear President Jacobsen's thoughts. **President Jacobsen** stated that she wants to do what is best for the organization as a whole and keep clerks healthy and safe. She stated that she is inclined to cancel. She added that she does not want to see everyone invest a lot of work and time into planning if it may get canceled later down the road. **Ms. Heinz** stated it would be difficult to attend the conference knowing that some clerks are staying home because of their PIO duties or because they are afraid of getting sick and taking the virus back to their community. She stated it is heartbreaking every time an event gets canceled, but she believes it may not be in the best interest of the group to hold an in-person conference. **Ms. Svensson** suggested that President Jacobsen's presidency be extended another year. She acknowledged that the conference would be different with social distancing and limited attendance. **Ms. Paxton** commended President Jacobsen and AML for putting on the Friday calls for clerks. She stated there has been good feedback AAMC members in regard to the conference. She stated Alaska is big and diverse, and communities have different technological capabilities. She shared that there is not as much support for a virtual conference as there is for an in-person conference. **Ms. Snider** suggested that AAMC look into providing other "a la carte" educational opportunities if the conference gets canceled. **Ms.**

**Newman** asked about the feasibility of putting on an academy and Athenian Dialogue in February. **Ms. Paxton** stated that she is swamped and cannot take on any more. She stated she must focus on getting through the pandemic before focusing on anything else. **Ms. Svensson** stated that AAMC would not lose anything in regard to the venue if the decision was made to cancel the AAMC conference. **President Jacobsen** asked whether there would be any negative impacts on AML if AAMC cancelled; **Ms. Svensson** replied that she does not believe there would be. She shared that AML is still planning to do the summer conference in August. **President Jacobsen** stated there is a lot happening in 2020, and the conference may just be too much. She stated she likes the idea of looking into an academy or an Athenian Dialogue in February. **Ms. Paxton** stated she would support something like that, but she is sorry that she cannot take the lead. **Ms. Newman** asked **Ms. Paxton** how long she thinks it may take to put together an Athenian Dialogue and an academy. **Ms. Paxton** stated she thinks it would take less than six months; she added that the hardest part is getting presenters. She stated there would also need to be lead time to get information out to participants. **President Jacobsen** stated that perhaps the same academy presenter they had planned for the conference would be available in February. She stated she will email AAMC's contract with that presenter out to the group. She asked whether the Board would like to vote on the issue or wait and hold another meeting. The consensus was to wait until Ms. Trickey could participate and hold another meeting. **Ms. Newman** suggested doing an email meeting if everyone was not available to meet for a teleconference. **Ms. Peterson** stated she would be unavailable the following week, but she supports cancelling the conference. **Ms. Paxton** suggested sending an email to committee chairs to get their thoughts on cancellation before the Executive Board meets again. **President Jacobsen** stated that she will follow up with Ms. Trickey and try to call a meeting the week after next. She stated that cancelling the conference seems to make the most sense.

*Ms. Paxton left meeting at 1:39 p.m.*

## **8. COMMITTEE REPORTS – None**

## **9. COMMENTS/QUESTIONS**

**Ms. Newman** stated she would hold off on publishing *The Oracle* until everything has been finalized. She stated that the Clerk of the Year information has already been sent out. **Ms. Ballou** stated that perhaps the Clerk of the Year Committee could continue with their work regardless.

## **10. ADJOURNMENT**

There being no more business, **President Jacobsen** declared the meeting adjourned at 1:43 p.m.