



AAMC Executive Board  
Jamie Heinz, President  
Brenda Ballou, 1st Vice President  
Vacant, 2nd Vice President  
Melissa Jacobsen, Immediate Past President  
Dani Snider, Secretary  
April Trickey, Treasurer  
Jamie Newman, Communications Director  
Norma Alley, Education Director  
Portland Highbaugh, Alaska Municipal League

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**AAMC Executive Board Meeting  
June 15, 2021, 1:00 p.m. – Held via Zoom**

**1. CALL TO ORDER/ROLL CALL**

**President Heinz** called the meeting of the Executive Board of the Alaska Association of Municipal Clerks (AAMC) to order at 1:06 p.m.

Members Present			Members Absent
Jaime Heinz	Melissa Jacobsen	Dani Snider	Vacant Seat
Brenda Ballou	Norma Alley	April Trickey (1:08 p.m.)	
Jamie Newman	Portland Highbaugh		

**2. APPROVAL OF AGENDA**

**Ms. Jacobsen**, seconded by **Ms. Newman**, moved to approve the agenda with the addition of a discussion on discontinuing quarterly advertising in *The Oracle*.

**President Heinz** called for objection to the motion to approve the agenda with the added item; no members objected.

**3. APPROVAL OF MINUTES**

A. May 4, 2021 Executive Board Meeting Minutes

*Ms. Trickey joined the meeting at 1:08 p.m.*

**Ms. Alley**, seconded by **Ms. Ballou**, move to approve the minutes.

**President Heinz** called for objection to the motion to approve the minutes; no members objected.

**4. TREASURER'S REPORT**

**Ms. Trickey** stated that the only expenditures approved since the last meeting were travel expenses for the President and Education Director to attend the IIMC Conference. She reported that the Finance Committee is considering what to do with the AAMC Wells Fargo savings account because the monthly fee is \$14.

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

**6. UNFINISHED BUSINESS – None**

**7. NEW BUSINESS**

A. Letter of Opposition to CS of SB 39 Section 24

**President Heinz** stated that the legislature would not be addressing the bills this year, but the bills could come back before the legislature the following year. She recommended moving forward with discussion on the bills so that AAMC's stance is on the record for next year.

**President Heinz** read aloud Section 24 of the bill. **Ms. Trickey** explained that the change would require multi-factor identification for each voter. She stated that in order to vote, voters would have to provide ID and another authentication.

**Ms. Newman**, seconded by **Ms. Alley**, moved to send the letter of opposition regarding SB 39 Section 24.

**Ms. Alley** and other members spoke against the requirement for extra authentication. **Ms. Trickey** gave some examples of what the secondary ID could be.

Hearing no further discussion, **President Heinz** called for objection to the motion to send the letter of opposition regarding SB 39 Section 24; no members objected.

B. Letter of Opposition to HB 196 Section 24

**President Heinz** stated that HB 196 is the exact same bill as SB 39, but HB 196 is in the House.

**Ms. Ballou**, seconded by **Ms. Jacobsen**, moved to send the letter of opposition regarding HB 196 Section 24.

Hearing no further discussion, **President Heinz** called for objection to the motion to send the letter of opposition regarding HB 196 Section 24; no members objected.

C. Letter of Opposition to HB 190

**Ms. Jacobsen**, seconded by **Ms. Trickey**, moved to send the letter of opposition regarding HB 190.

**President Heinz** stated that HB 190 would allow for an elected official to be recalled when they start in office. She reported that the AAMC Legislative Committee strongly opposed parts of the bill and read the reasons for the committee's opposition as outlined in their memorandum.

Members discussed whether the Title 15 portions of the bill would apply to municipalities, and the consensus of the group was that only the Title 29 sections of the bill would apply to municipal governments. **Ms. Newman** stated that newly elected officials should have a chance and that giving them 120 days in office before allowing recall makes sense. **Ms. Snider** agreed and stated that newly elected officials have a huge learning curve when entering office. **Ms. Newman** shared her views on state legislators proposing amendments to Title 29. Members discussed signature requirements for recall petition applications at the state and municipal levels and consistency between the processes of recall, initiative, and referendum.

**President Heinz** asked whether the Board would like to oppose all the Title 29 changes in the bill; **Ms. Trickey** spoke in favor of doing so. **President Heinz** stated that she could rewrite the letter of opposition and bring it back to the Board for review and approval.

**Ms. Snider**, seconded by **Ms. Jacobsen**, moved to postpone the discussion on the Letter of Opposition to HB 190.

Hearing no further discussion, **President Heinz** called for objection to the motion to postpone; no members objected.

#### A. Revised AAMC Clerk Handbook

**President Heinz** stated that the Publications Committee met in March and April to review and recommend revisions to the AAMC Clerk's Handbook. She stated that the Publications Committee recommends approval of the revised handbook by the Executive Board with the understanding that there may need to be changes to chapter 5 if there are changes to State statutes on elections.

**Ms. Jacobsen**, seconded by **Ms. Ballou**, moved to approve the revised Clerk's Handbook with the understanding that there may need to be future changes to chapter 5.

**President Heinz** stated that Ms. Snider provided some additional suggested edits to the handbook. **Ms. Newman** stated that a note should be added to chapter 5 to state that preclearance is no longer required. She also pointed out that Clerks do not receive campaign disclosure statements – APOC does. **Ms. Trickey** stated that some Clerks are required to verify that candidates have filed the proper APOC documents before certifying them as a candidate. Members discussed the various requirements within their respective municipalities. **Ms. Ballou** stated that the candidacy filing in her municipality lasts for two weeks, and APOC requires a candidate's public official financial disclosure (POFD) to be filed within 7 days. She asked whether anyone has had difficulty with that. **Ms. Trickey** said she has disqualified a candidate for not filing campaign disclosure paperwork with APOC.

**Ms. Newman**, seconded by **Ms. Jacobsen**, moved to amend the language [Handbook, page 3] by changing "Campaign Disclosure Statements" to "Financial Disclosure Statements."

Hearing no further discussion, **President Heinz** called for objection to the motion to amend the language by changing "Campaign Disclosure Statements" to "Financial Disclosure Statements."; no

members objected.

**Ms. Newman** questioned the language on page 98 of the handbook regarding public comment at work sessions. Member discussed the various practices regarding work sessions and committee of the whole meetings within their respective municipalities. **Ms. Newman** suggested adding a note recommending that Clerks check with their Attorney on the matter.

**Ms. Alley**, seconded by **Ms. Ballou**, moved to add the note to seek advice from the attorney.

Hearing no discussion, **President Heinz** called for objection to the motion to add the note to seek advice from the attorney; no members objected.

**Ms. Trickey**, seconded by **Ms. Jacobsen**, moved to incorporate all of Ms. Snider's suggested changes.

Hearing no discussion, **President Heinz** called for objection to the motion to incorporate all of Ms. Snider's suggested changes; no members objected.

**President Heinz** stated she would consolidate all the amendments and send them to the Publications Committee so they can make the revisions and publish the Handbook to the website.

#### B. Discontinuing Quarterly Advertising in *The Oracle*

**President Heinz** stated that Brekke Hewitt (chair of the Exhibitor/Sponsor Subcommittee) and Jamie Newman (Communications Director) made a recommendation to discontinue quarterly advertising in *The Oracle* newsletter. She referenced the challenges that quarterly advertising poses as presented in the letter from Ms. Hewitt and Ms. Newman.

**Ms. Jacobsen**, seconded by **Ms. Newman** to discontinue quarterly advertising in *The Oracle*.

**President Heinz** called for objection to the motion to discontinue quarterly advertising in *The Oracle*; no members objected.

#### C. Set a Meeting Date for July 2021

Members discussed possible dates for the next meeting and agreed to meet on Thursday, July 15 at 1 p.m.

## 8. COMMITTEE REPORTS

**Ms. Alley** thanked AML for offering to allow AAMC use of their Zoom account. She stated that the account will accommodate up to 50 breakout rooms and will be a great tool for Athenian Dialogues. She stated that there has been discussion about increasing the number of Athenian Dialogues offered by AAMC in the following year. **Ms. Highbaugh** asked about the frequency of AAMC Athenian Dialogues; **Ms. Alley** replied that she was unsure but that AAMC would

provide plenty of advance notice to AML.

## **9. COMMENTS/QUESTIONS**

In reference to Ms. Alley's upcoming resignation, **Ms. Snider** stated she that she will miss Ms. Alley; she thanked her for all her contributions to AAMC. She also thanked the Publications Committee for all their work in revising the Clerk's Handbook. **Ms. Newman** and **Ms. Trickey** echoed those sentiments.

**Ms. Newman** commented on how rules and interpretations of law differ from municipality to municipality.

## **10. ADJOURNMENT**

There being no further business, **President Heinz** declared the meeting adjourned at 1:56 p.m.

Transcribed by: D. Snider