



**IDAHO ASSOCIATION OF COUNTY
RECORDERS AND CLERKS**

Kristina Glascock, Twin Falls – *President*
Henrienne Westberg, Latah – *Vice President*
Sharee Sprague, Power – *Secretary/Treasurer*
Kim Muir, Madison – *Immediate Past President*

**Idaho Association of County Recorders and Clerk
2019 IACRC Association Meeting
Boise Centre // Boise, Idaho
September 25, 2019**

Kristina Glascock called the meeting to order at 1:05 pm

The following clerks were present for roll call:

Ada County Clerk, Phil McGrane	Bannock County Clerk, Jason Dixon
Bear Lake County Clerk, Cindy Garner	Bonneville County Clerk Penny Manning
Cassia County Clerk Joe Larsen	Clark County Clerk Judith Maldonado
Clearwater County Clerk Carrie Bird	Custer County Clerk Lura Baker
Elmore County Clerk Shelley Essl	Franklin County Clerk Camille Larsen
Fremont County Clerk Abbie Mace	Gem County Clerk Shelly Tilton
Gooding County Clerk Denise Gill	Idaho County Clerk Kathy Ackerman
Jefferson County Clerk Colleen Poole	Jerome County Clerk Michelle Emerson
Latah County Clerk Henrienne Westberg	Lemhi County Clerk Brenda Armstrong
Lincoln County Clerk Brenda Farnworth	Minidoka County Clerk Tonya Page
Oneida County Clerk Lon Colton	Owyhee County Clerk Angela Barkell
Payette County Clerk Betty Dressen	Power County Clerk Sharee Sprague
Shoshone County Clerk Tamie Eberhard	Teton County Clerk Kim Keeley
Twin Falls County Clerk Kristina Glascock	Valley County Clerk Doug Miller
Washington County Clerk Donna Atwood	

(29 members in attendance)

The following visitors joined the association meeting:

- Kootenai County Chief Deputy Clerk Jennifer Locke
- Secretary of State's Office: Secretary Lawrence Denney, Chad Houk, Chief Deputy Secretary of State, Foster Cronyn, Director of Operations and IT, Aimee Mickelsen-Hall, Elections Technology Specialist, Roger Contreras, Elections Technology Specialist, and Rodger Anderson, IT Programmer and Analyst
- Idaho Association of Counties: Kelli Brassfield, Sara Westbrook, Seth Grigg
- ICRMP: Mary Kummer and Jim McNall
- State Tax Commission: Tom Katsilometes and George Brown
- Supreme Court: Sara Thomas, Administrative Director of the Courts and Christina Iverson, Director of Court Management

President Kristina Glascock welcomed the members and guests. President Glascock recognized the Education Committee for the informative presentations provided on Monday and requested that any ongoing education inquiries be sent to Education Committee Chair, Angela Barkell.

Financial Reports: Sharee Sprague, Secretary/Treasurer



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Sharee presented the financial report advising the Association fund balance is \$42,794.46, actual revenues to date are \$41,690.17 and actual expenditures to date are \$34,426.40. Secretary/Treasurer Sprague advises that the majority of the billings for the August Clerk's Conference are pending payment. Upon conclusion a motion to accept the financial reports as presented was presented by Kathy Ackerman with a second by Colleen Poole. Following audible call, motion passed.

Approval of Minutes: Henrienne Westberg, Vice-President

Henrienne reported that the draft minutes were posted to the i/o forum and she has reviewed all feedback. Henrienne reported substantive changes to the draft minutes. Upon conclusion, a motion to approve Annual Conference minutes from August 12-15, 2019, was presented by Cindy Garner with a second by Betty Dressen. Following audible call, motion passed.

IACRC Group Pictures: Joe Larsen, Cassia County Clerk

Copies of the 2019 group pictures were distributed (2 pictures, 1 of which reflects clerk names) to those in attendance. Sharee advised that Joe needs to submit a bill and he had never charged the association for pictures. Betty advised that he has not submitted any reimbursement for his work on the Electronic Recording Commission either. Joe advises that the Electronic Recording Commission has been disbanded and there is no statutory authority or support from the Governor and recommends striking that expenditure line from the budget. Sharee will mail out pictures to those not in attendance.

Committee Assignments: Kristina Glascock, President

Kristina reviewed the proposed Committee Assignments advising that she restructured the listing to assure that there is 1 clerk from each district on each committee and 2 clerks from each district on the Elections Committee and the Judicial Committee to allow for adequate coverage to the body.

Bylaw Committee

Kristina advised that the Bylaws require review by the membership every two years. Kristina reports they were last amended August 16, 2018. Kristina reports that the Officers have identified some areas for clarification or amendment. Angie Barkell inquired if the Nominating Committee could also be listed as the Bylaw Committee. Kristina reports that the Bylaws do not have a specific Bylaw Committee listed but just appointed by the President in odd years. Kristina inquired if the members of the Nominating Committee in attendance were willing to also serve as the Bylaw Committee without dissent. Kristina provided the proposed Bylaw changes to those in attendance and requested that comments on the proposals and any additional suggested changes be forwarded to Nominating Committee Chair Kim Muir for review and discussion by the Committee. The Bylaw changes will be voted on during the August 2020 Clerk's Conference.

Election Committee

Kristina reports that Sara Westbrook at Idaho Association of Counties will be the lead contact to set up conference calls with the Secretary of State's Office. Kristina advises that Election Committee Chair Phil McGrane will be working with Sara to get them started and determine who should be included on the call. Kristina advised that the Election Committee could utilize the same conference system used for the Ad Hoc conference calls.

Ad Hoc Committee – Continuing Education