NC Association of County Clerks

Business Meeting
Pinehurst Resort – South Room
Pinehurst NC
March 23, 2018 - 10:45 am

The North Carolina Association of County Clerks held its Business Committee Meeting at 10:45 am on March 23, 2018 at the Pinehurst Resort -South Room, in Pinehurst, North Carolina.

Officers Present

Laura Williams, Vice President – Moore County
V. Michelle Parker-Evans, Secretary – Durham County
Jason Robinson, Treasurer – Yancey County
Julie J. Bennett, Immediate Past-President – Washington County

Directors Present

Donna Buff, Director, Gaston County Debbie Harris, Director, Davidson County Trisha Hogan, Director, Transy Ivania County Lindsay Ray, Director, Chatham County Julie Wand, Director, Onslow County

Call to Order

Vice President Laura Williams, Moore County, called the meeting to order at 10:45 am. She announced that President Kimberly Hines was not in attendance due to the recent birth of her son.

<u>Invocation</u>

Vice President Williams offered the invocation.

Introductions

Each Clerk and Deputy Clerk as well as other guests introduced themselves and were welcomed by all.

Present were:

Amy Anderson Iredell County Julie Bennett Washington County Carol Bowden Wayne County Donna Buff **Gaston County** Ann Clark Ashe County Dena Cook Richmond County Kym Crowell **New Hanover County** Dana Cuddington Johnston County Morgan Cunningham **Onslow County** Angelena Kearney-Dunlap Warren County Kay Draughn **Burke County**

Shannon Eason Harnett County Tory Frink Alamance County Retha Gaither Iredell County Jennifer Gamble Lee County Tanya Gentry Yadkin County Yvonne Gilyard Wake County June B. Hall Columbus County Rachel Hammer **Carteret County** Debbie Harris Davidson County Marie Hass Cherokee County Denise Hogan Wake County

Trisha Hogan Transylvania County Nan Holton Craven County Debra Ivev Southwestern COG

Sonya Johnson LRCOG - Robeson County

Kristen Kina Franklin County Melissa Lawrence Gates County Laura Linker **Alleghany County** Melissa Long **Pender County** Barbara McCov Ashe County Cheryl Mitchell McDowell County Penny Owens Tyrrell County V. Michelle Parker-Evans **Durham County** Lindsay Ray Chatham County Brenda Reaves Person County Jason Robinson Yancey County Lynn Scott Pasquotank County Angela Stacks **Gaston County** Marion Thompson Martin County Monica Toomer **Durham County** Amanda Triplett Caldwell County Amanda Varner Randolph County Leeann Walton **Currituck County** Julie Wand **Onslow County** Candance Way **Haywood County**

Gina Wheeler Harnett County Andrea White **Brunswick County** Laura Williams Moore County Lynn Wilson **Davidson County** Paula Woodard Johnston County

Trey Allen **UNC School of Government**

Approval of Minutes

Julie Bennett, Washington County Clerk, made a motion which was seconded by Trisha Hogan, Transylvania County Clerk, to approve the August 11, 2017 Business Meeting minutes. The motion carried unanimously.

Approval of Treasurer's Report

Treasurer Jason Robinson distributed the Treasurer's Report, current as of March 20, 2018. Treasurer Robinson stated that he would contact the Accountant regarding the taxes for 2017.

Interest Checking	\$ 34,307.58
Money Market	\$ 67,679.03
Share Account	\$ 5,088.6 4

Reconciled bank balance with transactions through March 20, 2018

\$107,075.25

Lindsay Ray, Chatham County Clerk, made a motion which was seconded by Debbie Harris, Davidson County Clerk, to approve the Treasurer's Report as presented. The motion carried unanimously.

Bank Balance - March 20, 2018

Interest Checking	 \$34,307.58
Money Market	\$67,679.03
Share Account	\$5,088,64

Reconciled Bank Balance with Transactiops-through March 20, 2018

. Jastin Robinson, NCCCC Treasurer/Yancey County Clerk \$107,075.25

3

A13/2007 Opening Balance for LGFCU \$3,878.00 Respiration A14/2007 Opening Balance for LGFCU \$3,878.00 Respirations for Annual Conference A14/8/2007 Division Checks \$1,500		CHECKING ACCOUNT			
Aft/#2017 Deposit			Receipts	Debits	Explanation
A178/2017 Debesch Chrisk A178/2017 De	4/12/2017	Opening Balance for LGFCU			Changeover from SECU to LGFCU
Aft					
AFASCOUT Dividend Earned				(\$179.00)	
43/8/2017 Individual Sensitif (1001) (562.88 98) Colling or Annual Conference for President 43/8/2017 Chrown Courty Government (#1002) (562.88 98) Colling for Annual Conference Scholarship 43/8/2017 Annual Conference Scholarship (563.88 98) Colling for Annual Conference Scholarship 43/8/2017 Angelena Kasmye-Punisp (#1004) (564.00.09) Reimbursement for Annual Conference-Scholarship (579.00.00) (579.00.00) Reimbursement for Annual Conference-Scholarship (579.00.00) (579.0	THE RESERVE THE PROPERTY OF THE PERSON NAMED IN COLUMN 1		\$1.96		Interest
4726/2017 University (1900) (5326.88) Lodging for Annual Conference for Pediatric (1902) (5327.89) Reimbursement for Successful (1903) (5327.89) Reimbursement for Contact (1903) (5327.89) Reimbursement for Annual Conference-Scholarship (1904) (5329.79) (5329			<u> </u>	(\$1.00)	SECU Foundation
478/2017 Chowan County Government (1903) 5490.00] Relimbursement for Susanne Sallings-Scholarship 478/2017 Angelma Kamery-Dunley (19004) 5490.00] Relimbursement for Annual Conference-Scholarship 478/2017 Angelma Kamery-Dunley (19004) 5490.00] Relimbursement for Annual Conference-Scholarship 478/2017 Chesham County Government (19006) 5490.00] Relimbursement for Annual Conference-Scholarship 579/2017 Chesham County Government (19008) 559/2017 Chesham County Gov				(\$626.88)	Lodging for Annual Conference for President
A/26/2027 Rounwork Country Government (#1009) (6400.00) Reimbursement for Andrea White-Coholaship (#2009) (6400.00) Reimbursement for Annual Conference-Scholarship (#2009) (6400.00)				(\$357.80)	Reimbursement for Susanne StallingsScholarship
A/36/2017 Angelena Ksarnsy-Dunlap (#1000) (540.01) Relimbursement for Annual Conference-Scholarship (476/2017 Chathsun County Government (#1006) (533.23) Relimbursement for Lindsay Ray-Scholarship (575/2017) (533.23) Relimbursement for Lindsay Ray-Scholarship (575/2017) (533.23) Relimbursement for Lindsay Ray-Scholarship (575/2017) (575/				(\$460.00)	Reimbursement for Andrea WhiteScholarship
### A/26/2017 Chalman County Government (#1006)				(\$460.10)	Reimbursement for Annual Conference—Scholarship
47/2017 Charbam Country Government (#2006) \$410.00 \$131.32 \$101.00 \$101.00 \$15/2017 \$101.00 \$100.0				(\$332,39)	Reimbursement for Annual ConferenceScholarship
Spi2017 The Awards Callery (#1007)					
5/5/2217 Cleveland Country Government (#1008) (5/3/62.8) Reimbursement for Annual Conference					
Syf_2016 Kristen King (#1006) (\$31.00) (\$10 Card and the Syf_2017 Interest (\$10.00) (\$10 Card					
5/5/2017 Michelle Parker-Evens (#1012) (\$450.00) 2015 taxes					
	40	and the second s			
Sys2017 Michelle Parker-Evans (#1014) Span Robinson					
Sy12/2017 Service Fee (\$2,400,00) Annual Conference Speaker for 2017					
Sy23/2017 Service Fee					
Sy23/2017 UNC School of Govt. (#1016) (\$1,455.00) Training					
5/35/2017 VINC School of Govt. (#1016) (\$1,455.00) Training 6/15/2017 Pancey Grephics (#1017) (\$19.22) Deposit 6/15/2017 Deposit \$50.00 (\$1.00) SECU Foundation 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Dividend Earned \$2.10 Interest 7/14/2017 Tim Eggebraten (#1018) (\$2,500.00) Deposit for speaker for 2018 Conference 7/25/2017 Service Fee (\$1.00) SECU Foundation 7/25/2017 Dividend Earned \$2.12 Interest 8/8/2017 Deposit \$1.00.00 Deposit for speaker for 2018 Conference 7/25/2017 Dividend Earned \$2.12 Interest 8/24/2017 Dividend Earned \$1.00 Membership Dues 8/24/2017 Dividend Earned \$1.00 Memb			¢2 83	(52,00)	
6/15/2017 Deposit S50.00 Membership Dues 6/22/2017 Deposit S50.00 Membership Dues 6/22/2017 Dividend Earned S2.10 Interest 6/22/2017 Dividend Earned S2.10 Interest 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Deposit S2.10 Interest 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Michelle Parker-Evans (Check #1019) (\$693.98 Relimbursement for flowers (Penny Owens) 6/22/2017 Michelle Parker-Evans (Check #1020) (\$58.73) Relimbursement for flowers (Penny Owens) 6/22/2017 Michelle Parker-Evans (Check #1020) (\$221.23) Relimbursement for flowers (fulle Bennett) 6/22/2017 Michelle Parker-Evans (Check #1020) (\$221.23) Relimbursement for Western Regional 6/22/2017 Service Fee (\$1.00) SECU Foundation 6/22/2017 Service Fee (\$1.00) SECU Found			74.03	(\$1.455.00\	
Sylid Service Fee Sylid Sylid Sylid Secure Fee Sylid Sylid Secure Fee Sylid					
6/22/2017 Sarvice Fee (\$1.00) SECU Foundation f/12/2017 Dividend Earned \$2.10 Interest f/12/2017 Dividend Earned \$2.10 (\$2,900.00) Deposit for speaker for 2018 Conference f/12/2017 Service Fee (\$3.00) SECU Foundation f/25/2017 Dividend Earned \$2.12 8/9/2017 Deposit \$100.00 Membership Dues 8/24/2017 Service Fee (\$3.00) SECU Foundation f/25/2017 Dividend Earned \$1.70 Interest f/27/2017 Service Fee (\$3.00) SECU Foundation f/27/2017 Service Fee (\$3.00) SECU Foundation f/27/2017 Service Fee (\$3.00) SECU Foundation f/28/2017 Michelle Parker-Evans (Check #1019) (\$69.39) f/28/2017 Michelle Parker-Evans (Check #1019) (\$69.39) f/28/2017 Michelle Parker-Evans (Check #1020) (\$58.71) f/28/2017 Service Fee (\$1.00) f/28/2017 Michelle Parker-Evans (Check #1020) (\$2.21.283) f/28/2017 Service Fee (\$1.00) f/28/2017 Chetham County Government (Ck.#1025) f/28/2017 Chetham County Government (Ck.#1027) f/28/2017 Chetham County Government (Ck.#1027) f/28/2017 Chetham County Government (Ck.#1027) f/28/2017 Chetham County Government (Ck.#1028) f/28/2017 Dividend Earned \$1.73 f/28/2017 Dividend Earned \$1.73 f/28/2017 Dividend Earned \$1.73 f/28/2017 Dividend Earned \$1.45 f/28/2017 Dividend Earned \$1.45 f/28/2018 Deposit \$605.00 f/28/2018 Service Fee (\$1.00) f/28/2018 Service Fee (\$1.00) f/28/2018 Service Fee (\$1			¢en nn	[443:44]	
6/22/2017 Dividend Earned \$2.10 Interest \$1/14/2017 Tim Eggebraaten (#1018) \$(\$2,500.00) Deposit for speaker for 2018 Conference \$(\$7.50) SECU Foundation \$(\$7.57.5017) Service Fee \$(\$7.50) SECU Foundation \$(\$7.57.5017) Service Fee \$(\$7.50) SECU Foundation \$(\$7.57.5017) Service Fee \$(\$7.50) SECU Foundation \$(\$7.50)			330,00	/¢1.00\	
7/14/2017 Tim Eggebraaten (#1018) (\$2,500.01) Deposit for speaker for 2018 Conference (\$7.75/2017) Service Fee (\$1.00) SECU Foundation			63.10	(31.00)	
7/25/2017 Service Fee \$2.12 Interest \$2.12 Interest \$4/2017 Dividend Earned \$2.12 Interest \$4/2017 Dividend Earned \$1.00 Membership Dues \$4/2017 Dividend Earned \$1.70 Interest \$1.000 Membership Dues \$4/2017 Service Fee \$1.00 SECU Foundation Interest \$1.70 Interest \$1.70 Interest \$1.70 Interest \$1.70 SECU Foundation Interest \$1.70 SECU Foundation			32,10	(c) EUU VVI	
17/25/2017 Dividend Earned \$2.12 Interest 8/8/2017 Deposit \$100.00 Membership Dues \$8/24/2017 Deposit \$100.00 Membership Dues \$8/24/2017 Dividend Earned \$1.70 Interest \$					
\$\frac{8}{2017} Deposit			62.42	(31,00)	
S/24/2017 Service Fee S/24/2017 Dividend Earned S/1.70 Interest	The second secon			A CONTRACTOR OF THE CONTRACTOR	
Sy24/2017 Dividend Earned \$1.70 Interest			\$100,00	/¢1 00\	
9/27/2017 Service Fee (\$1.00) SECU Foundation Interest (\$1.94)		The Control of the Co	¢4.70	(\$1.00)	
9/28/2017 Dividend Earned 9/28/2017 Michelle Parker-Evans (Check #1019) 9/28/2017 Michelle Parker-Evans (Check #1019) 10/4/2017 Deposit 10/4/2017 Deposit 10/14/2017 Deposit 10/14/2017 Michelle Parker-Evans (Check #1020) 10/14/2017 Michelle Parker-Evans (Check #1020) 10/14/2017 Pitt County (Check #1021) 10/14/2017 Pitt County (Check #1021) 10/14/2017 Randolph County Govt. (Check #1022) 10/14/2017 Greenville Convention Center(Ck #1023) 10/14/2017 Greenville Convention Center(Ck #1023) 10/14/2017 Smoky Mountain BBQ (Check #1025) 10/14/2017 Smoky Mountain BBQ (Check #1025) 10/14/2017 The Baker's Addict, LLC (Check #1026) 10/14/2017 The Baker's Addict, LLC (Check #1026) 10/14/2017 Deposit 10/14/2017 Deposit 10/14/2017 Deposit 10/14/2017 Chatham County Government (Ck.#1027) 11/14/2017 Pender County Government (Ck.#1027) 11/14/2017 Pender County Government (Ck.#1027) 11/14/2017 Pender County Government (Ck.#1028) 11/28/2017 Dividend Earned 11/28/2017 Pinehurst, LLC (Check #1028) 11/28/2017 Deposit 11/28/2018 Dep			\$1.70	/ć4 no\	
9/28/2017 Michelle Parker-Evans (Check #1019) (\$69.39) Relimbursement for flowers (Penny Owens) 10/12/2017 Deposit (\$1,155.00) Western Regional 10/12/2017 Michelle Parker-Evans (Check #1020) (\$58.71) Relimbursement for flowers (Julie Bennett) 10/11/2017 Michelle Parker-Evans (Check #1020) (\$58.71) Relimbursement for Western and Pledmont Regionals 10/11/2017 Randolph County Govt. (Check #1022) (\$29.51) Scholarship for Dana Crisco-Western Regional 10/12/2017 Randolph County Govt. (Check #1023) (\$750.00) Ist Deposit for 2019 Conference 10/12/2017 Ashe County Govt. (Check #1024) (\$148.20) Relimbursement for Western Regional 10/12/2017 Servicus foot. (Check #1025) (\$29.51) Scholarship for Dana Crisco-Western Regional 10/12/2017 Interpolation (Interpolation of Plandon (Interpolation of Plandon (Interpolation of Plandon (Interest) 10/12/2017 Service Fee (\$1.00) Food for Western Regional 10/12/2017 Dividend Earned (Interest) (\$1.73) (\$1.244.19) Relimbursement for Pledmont Regional 11/12/2017 Pender County Government (Ck.#1028) (\$1.73) (\$1.244.19) Relimbursement for Pledmont Regional 11/12/2017 Pender County Government (Ck.#1028) (\$1.73) (\$1.244.19) Relimbursement for Pledmont Regional 11/12/2017 Pender County Government (Ck.#1028) (\$1.51.35) Relimbursement for Pledmont Regional 11/12/2017 Pinchurst, LLC (Ck. #1029) (\$1.800.00) 2018 Annual Conference deposit 11/12/2017 Pinchurst, LLC (Ck. #1029) (\$1.800.00) 2018 Annual Conference deposit 11/12/2017 Deposit (\$1.45 (Interest) 12/12/2017 Deposit (\$1.45 (Interest) 12/12/2017 Deposit (\$1.00) SECU Foundation 11/12/2018 Deposi			£4.04	(31,00)	
10/14/2017 Deposit			\$1.94	/éco 201	
10/10/2017 Deposit \$50.00 Membership Dues 10/11/2017 Michelle Parker-Evans (Check #1020) (\$58.71) Relmbursement for flowers (Julie Bennett) 10/11/2017 Rondolph County (Check #1021) (\$212.83) Relmbursement for Western and Pledmont Regionals 10/11/2017 Randolph County Govt. (Check #1022) (\$290.51) Scholarship for Dana Crisco-Western Regional 10/12/2017 Ashe County Govt. (Check #1024) (\$750.00) 1st Deposit for 2019 Conference 10/12/2017 Ashe County Govt. (Check #1024) (\$148.20) Relmbursement for Western Regional 10/12/2017 The Baker's Addict, LLC (Check #1026) (\$188.20) Relmbursement for Western Regional 10/12/2017 The Baker's Addict, LLC (Check #1026) (\$180.00) Food for Western Regional 10/12/2017 Deposit \$1,815.00 Pledmont Regional 10/12/2017 Deposit \$1,815.00 Pledmont Regional 10/25/2017 Service Fee (\$1.00) SECU Foundation Interest 11/14/2017 Chahham County Government (Ck.#1027) (\$1,244.19) Relmbursement for Pledmont Regional 11/12/2017 Pender County Government (Ck.#1028) (\$1,511.35) Relmbursement for Eastern Regional 11/12/2017 Dividend Earned \$2.09 (\$1,800.00) SECU Foundation Interest 11/12/2017 Dividend Earned \$2.09 (\$1,800.00) SECU Foundation Interest 11/12/2017 Deposit \$1,705.00 Eastern Regional 11/12/2017 Deposit \$605.00 Membership Dues 12/12/2017 Deposit \$605.00 Membership Dues 1/29/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Deposit \$1,300.00 Deposit \$1,300.00 Devas and Vendor Sponsor 2/5/2018 Regional Registration Secure Fee \$1.00 Secure Fee \$1			Ć4 455 00	(509/29)	
10/11/2017 Michelle Parker-Evans (Check #1020) (\$58.71) Relmbursement for flowers (Julie Bennett)					
10/11/2017 Pitt County (Check #1021) (\$212.83) Relmbursement for Western and Piedmont Regionals 10/11/2017 Randolph County Govt. (Check #1022) (\$290.51) Scholarship for Dana Crisco-Western Regional 10/12/2017 Greenville Convention Center(Ck #1023) (\$750.00) 1st Deposit for Z019 Conference 10/12/2017 Ashe County Govt. (Check #1024) (\$148.20) Relmbursement for Western Regional (\$10/12/2017 Smoky Mountain BBQ (Check #1025) (\$241.94) Food for Western Regional (\$241.94) Food for Western Regional (\$10/12/2017 The Baker's Addict, LLC (Check #1026) (\$160.00) Food for Western Regional (\$10/12/2017 Deposit \$1,815.00 Pledmont Regional (\$1.00) Pledmont Regional (\$1.14/2017 Dividend Earned \$1.73 Relmbursement for Pledmont Regional (\$1.14/2017 Plender County Government (Ck.#1027) (\$1,244.19) Relmbursement for Pledmont Regional (\$1.12/2017 Plender County Government (Ck.#1028) (\$1.511.35) Relmbursement for Eastern Regional (\$1.12/2017 Plender County Government (Ck.#1028) (\$1.511.35) Relmbursement for Eastern Regional (\$1.12/2017 Plender County Government (Ck.#1028) (\$1.500) SECU Foundation Interest (\$1.00) SECU Foundation Interest (\$1.12/2017 Plender Service Fee (\$1.00) SECU Foundation Interest (\$1.12/2018 Plender Service Fee (\$1.00) SECU Foundation Interest (\$1.			\$50,00	Idea 741	
10/11/2017 Randolph County Govt. (Check #1022) (\$290.51) Scholarship for Dana Crisco-Western Regional 10/12/2017 Greenville Convention Center(Ck #1023) (\$750.00) 1st Deposit for 2019 Conference 10/12/2017 Ashe County Govt. (Check #1024) (\$148.20) Relmbursement for Western Regional (\$148.20) Relmbursement for Western Regional (\$10/12/2017 The Baker's Addict, LLC (Check #1026) (\$140.00) Food for Western Regional (\$10/17/2017 Deposit \$1,815.00 Pledmont Regional (\$10/17/2017 Deposit \$1,815.00 Pledmont Regional (\$1.00) SECU Foundation Interest (\$1.00) SECU Foundation Interest (\$1.14/2017 Chatham County Government (Ck.#1027) (\$1,244.19) Relmbursement for Pledmont Regional (\$1,244.19) Relmbursement for Eastern Regional (\$1,244.19) Relmbursement for Pledmont Regional (\$1,244.1					
10/12/2017 Greenville Convention Center(Ck #1023) (\$750.00) 1st Deposit for 2019 Conference					
10/12/2017 Ashe County Govt. (Check #1024) (\$148.20) Relmbursement for Western Regional				(\$290.51)	Scholarship for Dana Crisco-Western Regional
10/12/2017 Smoky Mountain BBQ (Check #1025) (\$241.94) Food for Western Regional 10/12/2017 The Baker's Addict, LLC (Check #1026) (\$160.00) Food for Western Regional 10/17/2017 Deposit \$1,815.00 Pledmont Regional 10/25/2017 Service Fee (\$1.00) SECU Foundation 10/25/2017 Dividend Earned \$1.73 Interest 11/14/2017 Chatham County Government (Ck.#1027) (\$1,244.19) Reimbursement for Pledmont Regional 11/21/2017 Pender County Government (Ck.#1028) (\$1,511.35) Reimbursement for Eastern Regional 11/28/2017 Service Fee (\$1.00) SECU Foundation 11/28/2017 Dividend Earned \$2.09 Interest 11/28/2017 Dividend Earned \$1,705.00 SECU Foundation 11/21/2017 Deposit \$1,705.00 SECU Foundation 11/21/2017 Service Fee (\$1.00) SECU Foundation 11/21/2017 Service Fee (\$1.00) SECU Foundation 11/21/2017 Dividend Earned \$1.45 Interest 11/28/2017 Dividend Earned \$1.45 Interest 11/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 11/21/2018 Deposit \$900.00 Membership Dues 11/26/2018 Deposit \$1,300.00 Membership Dues 11/29/2018 Service Fee (\$1.00) SECU Foundation 11/29/2018 Dividend Earned \$1.81 Interest 12/29/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 21/2/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host	CONTRACTOR OF THE PROPERTY OF	A			
10/12/2017 The Baker's Addict, LLC (Check #1026) (\$160.00) Food for Western Regional 10/17/2017 Deposit \$1,815.00 Pledmont Regional 10/25/2017 Service Fee (\$1.00) SECU Foundation 10/25/2017 Dividend Earned \$1.73 Interest 11/14/2017 Chatham County Government (Ck.#1027) (\$1,244.19) Reimbursement for Pledmont Regional 11/21/2017 Pender County Government (Ck.#1028) (\$1.00) SECU Foundation 11/28/2017 Service Fee (\$1.00) SECU Foundation 11/28/2017 Dividend Earned \$2.09 Interest 11/28/2017 Dividend Earned \$2.09 (\$1,800.00) 2018 Annual Conference deposit 12/21/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$1,300.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Service Fee Ser					
10/17/2017 Deposit \$1,815.00 Pledmont Regional	10/12/2017	Smoky Mountain BBQ (Check #1025)			
10/25/2017 Service Fee (\$1.00) SECU Foundation		**************************************		(\$160.00)	
10/25/2017 Dividend Earned \$1.73 Interest			\$1,815.00		
11/14/2017 Chatham County Government (Ck.#1027) (\$1,244.19) Reimbursement for Piedmont Regional 11/21/2017 Pender County Government (Ck.#1028) (\$1,511.35) Reimbursement for Eastern Regional 11/28/2017 Service Fee (\$1.00) SECU Foundation 11/28/2017 Pinehurst, LLC (Ck. #1029) (\$1,800.00) 2018 Annual Conference deposit 12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host <td></td> <td></td> <td></td> <td>(\$1.00)</td> <td></td>				(\$1.00)	
11/21/2017 Pender County Government (Ck.#1028) (\$1,511.35) Reimbursement for Eastern Regional 11/28/2017 Service Fee			\$1.73		
11/28/2017 Service Fee (\$1.00) SECU Foundation 11/28/2017 Dividend Earned \$2.09 Interest 11/28/2017 Pinehurst, LLC (Ck. #1029) (\$1,800.00) 2018 Annual Conference deposit 12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Glit for Conference Host					
11/28/2017 Dividend Earned \$2.09 Interest 11/28/2017 Pinehurst, LLC (Ck. #1029) (\$1,800.00) 2018 Annual Conference deposit 12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/28/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Rimberly Hines (Ck. #1032) (\$50.00) Glit for Conference Host	11/21/2017	Pender County Government (Ck.#1028)			
11/28/2017 Dividend Earned \$2.09 Interest 11/28/2017 Pinehurst, LLC (Ck. #1029) (\$1,800.00) 2018 Annual Conference deposit 12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host	11/28/2017	Service Fee		(\$1.00)	
12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Glit for Conference Host	11/28/2017	Dividend Earned	\$2.09		
12/12/2017 Deposit \$1,705.00 Eastern Regional 12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Glit for Conference Host	11/28/2017	Pinehurst, LLC (Ck. #1029)		(\$1,800.00)	
12/27/2017 Service Fee (\$1.00) SECU Foundation 12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Glit for Conference Host			\$1,705.00		
12/27/2017 Dividend Earned \$1.45 Interest 12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host				(\$1.00)	SECU Foundation
12/28/2017 Deposit \$605.00 Membership Dues/Regional Registration 1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$1.45		
1/12/2018 Deposit \$900.00 Membership Dues 1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$605.00		
1/26/2018 Deposit \$1,300.00 Membership Dues 1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$900.00		Membership Dues
1/29/2018 Service Fee (\$1.00) SECU Foundation 1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$1,300.00		Membership Dues
1/29/2018 Dividend Earned \$1.81 Interest 2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host				(\$1.00)	SECU Foundation
2/2/2018 Creative Flowers and Interiors (Ck.#1031) (\$222.36) Condolences for K. King, M. Honeycutt, C. Bowden 2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$1.81		Interest
2/5/2018 Deposit \$1,500.00 Dues and Vendor Sponsor 2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			2.00	(\$222.36)	Condolences for K. King, M. Honeycutt, C. Bowden
2/5/2018 Kimberly Hines (Ck. #1032) (\$50.00) Gift for Conference Host			\$1,500.00		
2/5/2020 (11/1001/) 11/100 (01/11/2002)				(\$50.00)	
2/7/2018 Creative Flowers and Interiors (Ck.#1033) (\$74.12) Flowers for Condolences					

2/15/2018	Deposit	\$7,675.00		Dues and Annual Conference fees
2/20/2018	A-1 Awards and Promotions (Ck.# 1034)		(\$282,05)	Desk Nameplate Invoice #60061
2/23/2018	Service Fee		(\$1.00)	SECU Foundation
2/23/2018	Dividend Earned	\$1.92		Interest
2/26/2018	Deposit	\$4,600.00		Dues and Annual Conference Fee
2/27/2018	Johnny O's Awards (Ck. #1035)		(\$128.10)	President Plaque
3/8/2018	Deposit	\$175.00		Dues
3/9/2018	Kristen King (Ck. #1036)		(\$185.24)	Scrapbook
3/9/2018	Jefferson Florist (Ck. #1037)		(\$53.50)	Flowers for Condolences
3/12/2018	Deposit	\$6,390.00		Annual Conference
3/19/2018	Awards Gallery (Ck. #1038)		(\$114.34)	Clerk of the Year Plaque
3/19/2018	Tri-City Signs and Awards, Inc. (Ck. #1039)		(\$74.18)	Desk Wedges
3/19/2018	Laura Williams (Ck. #1040)		(\$119. 6 7)	Reimbursement for president gift and shipping
3/20/2018	Deposit	\$355.00		
	Total	\$60,300.50	(\$25,992.92)	
	Balance	\$34,307.58		
Name:	J. Jason Robinson, Treasurer/Yancey County	y Clerk		
Date:	3/20/2018			

Program Committee Update

Vice President Laura Williams noted that she would work with Trey regarding topics for the regional workshops and forward them to Jason Robinson.

2018 Annual Conference Update

Vice President Williams solicited any ideas for the 2019 conference.

Scholarships

Vice President Williams announced that two scholarships were awarded this year—Melissa Lawrence, Gates County Clerk, and Amanda Varner, Randolph County Clerk, were the recipients. She encouraged everyone to apply for scholarships.

Clerks Reference Guide

Lindsay Ray shared a brief update on the Reference Guide. She spoke about a committee to work on the guide, and solicited help from anyone who was interested.

Certification Process/NCA CC Hrs.

Amanda Varner noted that there was ongoing discussion regarding the certification process. She added that recommendations would be forthcoming before the August meeting.

Approval of Slate of Officers for 2018-19

Past President Julie Bennett offered the following slate of officers for the upcoming year. She announced that Michelle Parker-Evans would not be a part of the slate due to retirement. Michelle thanked everyone for the opportunity to serve, and encouraged all members to participate and be an active part of their Association.

Executive Board

President – Laura Williams, Moore County Vice President – Jason Robinson, Yancey County Secretary – Donna Buff, Gaston County Treasurer – Trisha Hogan, Transylvania County

Directors (one-year term ending 2019)

Julie Wand, Onslow County Debbie Harris, Davidson County Lindsay Ray, Chatham County Denise Hogan, Wake County Melissa Long, Pender County

A motion was made by Kristen King, Franklin County Clerk, and seconded by Maria Hass, Cherokee County Clerk, to approve the 2018-2019 slate of officers. The motion carried unanimously.

Proposed By-law Amendment

Michelle Parker-Evans discussed the need to increase the amount allowed for bereavement flowers. It was often challenging, especially in rural counties, to work within the limitations of the \$50. The proposal was to increase the amount from \$50 to \$60. After discussion among the members, the Association proposed that the amount be increased not be exceed \$75.

Penny Owens, Tyrrell County Clerk, made a motion which was seconded by Melissa Long, Pender County Clerk, to approve increasing the amount of bereavement gift spending not to exceed \$75. The motion carried unanimously.

Other Business/Announcements

- The August 24th Business meeting at the NC County Commissioners' Conference will be held later so that attendees can make both workshops and the meeting during the conference.
- Kristen King announced that she did not receive many Outstanding Clerk sheets. She encouraged everyone to submit points each year. She would also be revising the form.
- Julie Bennett asked for feedback from the Executive Committee for banquet interest in the conference.

<u>Adjournment</u>

There being no further business to come before the Association, Yvonne Gilyard, Wake County Deputy Clerk, made a motion, seconded by Marion Thompson, Martin County Clerk, that the meeting be adjourned. The motion was unanimously carried.

Laura Williams, Vice President	nously surnou.
V. Michelle Parker-Evans, Secretary	
Comb BByz	8/24/2018
Donna S. Buff, Secretary	Date Approved