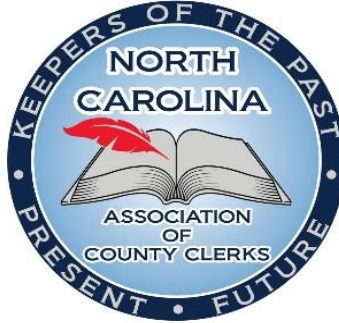




Dear Clerks,

It's hard to believe, but our Fall Regional Workshops are just around the corner! I'm excited to connect with you at one of our upcoming sessions—whether you'll be joining us in the Eastern, Western, or Piedmont region.

Consider this your official invitation to join a day dedicated to professional development, networking with fellow clerks, and a little fun along the way. Plus, you'll earn valuable credit hours toward your certifications!

Here are the details for each regional event:

- **Piedmont Regional** – September 12, 2025
Hosted by Sarah Pack & Rebecca Saleeby, Rowan County
- **Western Regional** – September 19, 2025
Hosted by Denisa Lauffer, Henderson County
- **Eastern Regional** – September 26, 2025
Hosted by Tammi Faison, Edgecombe County

If you're unable to attend the workshop in your designated region, feel free to register for any session that fits your schedule. All workshops are open to County Clerks, Deputy Clerks, Municipal Clerks, and COG Clerks.

The Program Committee has put together an engaging and meaningful agenda, and I'm happy to share that the same program will be offered at each location.

Thank you for your continued dedication to your community, to our Association, and to the Clerk profession.

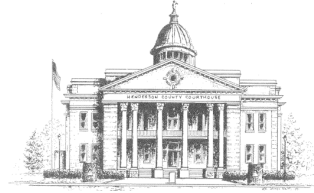
I hope to see you there!

Phyllis Nowlen, CMC, NCMCC
President, North Carolina Association of County Clerks
Clerk to the Board, Cleveland County

Henderson County Board of Commissioners

1 Historic Courthouse Square • Suite 1 • Hendersonville, NC 28792
Phone (828) 697-4808 • Fax (828) 692-9855 • www.hendersoncountync.gov

William G. Lapsley
Chairman
J. Michael Edney
Vice-Chairman



Rebecca K. McCall
Sheila Franklin
Jay Egolf

August 8, 2025

Dear County Clerks, Deputy Clerks, Municipal Clerks, & COG Administrative Assistants/Clerks:

Henderson County is proud and excited to host the 2025 Western Regional Clerk Academy on Friday, September 19, 2025. The Academy will be held at the Blue Ridge Community College Campus, 49 E. Campus Drive, Flat Rock, NC. A map is included in your packet.

The Holiday Inn Express & Suites Hendersonville – Flat Rock has a small block of rooms held for Thursday, September 18, 2025. The hotel is located at 107 Upward Crossing Drive, Flat Rock, NC 28731. The deadline to book a room is September 1, 2025. When calling the Hotel (828-698-8899) Please inform them you are part of the NC Association of County Clerks group or you can book online using this [link](#).

The North Carolina Association of County Clerks' Program Committee has worked diligently with the UNC School of Government and host clerks to select educational and fun topics for the 2025 Regional Academies. I know the topics will be beneficial to us, professionally and personally.

I am excited to announce my community service project, on behalf of Henderson County is a "Senior Supply Drive" aimed at supporting our local seniors in need. We are partnering with local non-profit Mountain Aging Partners to deliver thoughtful care packages to seniors throughout our community.

Many seniors face challenges accessing everyday essentials, and our goal is to brighten their day with items that offer both comfort and practical support. With your help, we hope to show appreciation and compassion for the older members of our community who have given so much over the years. I've included a list of suggested items to help guide your contributions, but please feel free to bring anything you believe would bring comfort to you or a loved one if you were homebound or unable to shop on your own.

Should you have any questions, I can be reached at 828-694-5025 (direct line), 828-243-1495 (mobile), or dlauffer@hendersoncountync.gov.

Thank you and I look forward to seeing you all in Henderson County soon.

Best,

Denisa Lauffer

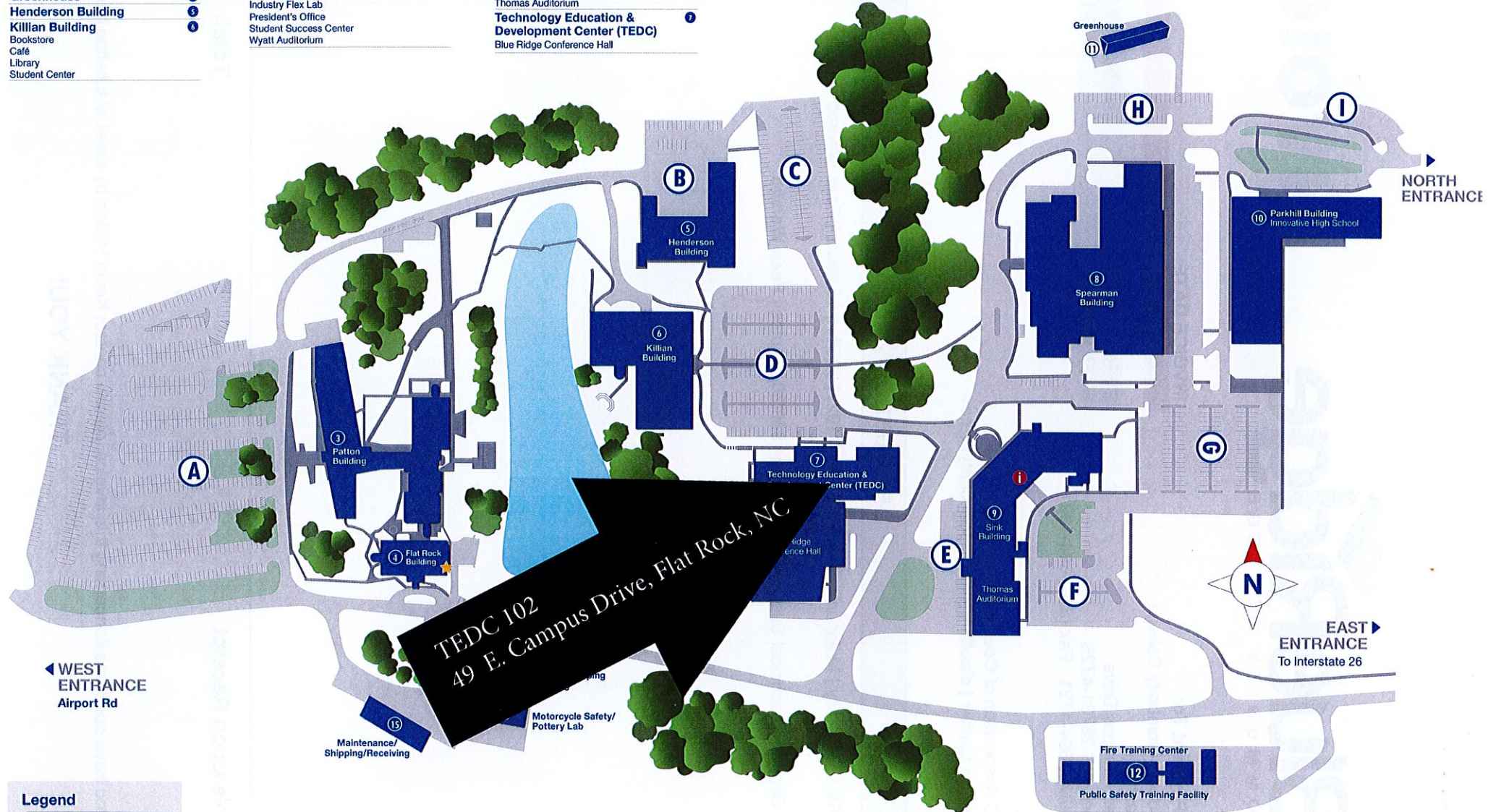
Clerk to the Board, Henderson County

Henderson County Campus

Fire Training Center 12
Public Safety Training Facility 12
Flat Rock Building 4
 Police Department
Groundskeeping Building 10
Greenhouse 11
Henderson Building 5
Killian Building 6
 Bookstore
 Café
 Library
 Student Center

Maintenance/Shipping/Receiving 15
Motorcycle Safety/Pottery Lab 13
Patton Building 3
 Educational Foundation
 Human Resources
 Industry Flex Lab
 President's Office
 Student Success Center
 Wyatt Auditorium

Parkhill Building 10
 Innovative High School
Spearman Building 8
Sink Building 9
 General Information
 Student Services One Stop
 Thomas Auditorium
Technology Education & Development Center (TEDC) 7
 Blue Ridge Conference Hall



Legend

- i General Information**
Phone Number: 828.694.1700
- ★ Police Department**
Phone Number: 828.694.4777

Senior Supply Drive



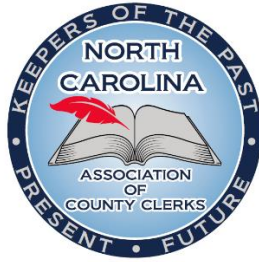
Help Support Local Seniors in Need

Mountain Aging Partners (MAP) is a nonprofit organization supporting older adults and their caregivers in Henderson and Buncombe Counties through a range of aging services – including Meals on Wheels and Adult Day programs that foster nourishment, independence, and connection.

Many seniors face challenges accessing everyday essentials. Our goal is to brighten their day with items that offer both comfort and practical support. Below is a list of suggested donation items, but please feel free to contribute anything you believe would bring comfort to a homebound loved one.

- Blankets or Throws
- Socks and Non-Slip Slippers
- Lotion and Lip Balm
- Tissues and Hand Wipes
- Snacks
- Note Cards and Stamps
- Toiletries (Toothpaste, Toothbrushes, Shampoo, Soap)
- Large Print Puzzle Books, Books, Magazines
- Batteries
- Light Bulbs
- Playing Cards

NORTH CAROLINA ASSOCIATION OF COUNTY CLERKS



**Western Regional Advanced Clerk Academy
September 19, 2025
Henderson County
Blue Ridge Community College
49 E. Campus Drive, Flat Rock, NC.**

AGENDA

8:00 a.m. – 8:30 a.m.	Registration/Continental Breakfast
8:30 a.m. – 8:45 a.m.	Welcome/Introductions Denisa Lauffer, Clerk to the Board
8:45 a.m. – 9:00 a.m.	Welcoming Remarks Bill Lapsley, Henderson County Chairman Chris Todd, Assistant County Manager Samantha Reynolds, Financial Services Director
9:00 a.m. – 10:30 a.m.	The Ins and Outs of Public Hearings Kristina Wilson, Assistant Professor of Public Law and Government, UNC School of Government
10:30 a.m. – 10:45 a.m.	Break/Snacks
10:45 a.m. – 12:00 p.m.	Responding to Misinformation and Threats Kristina Wilson, Assistant Professor of Public Law and Government, UNC School of Government
12:00 p.m. – 1:00 p.m.	Lunch

1:00 p.m. – 3:00 p.m.

Do You Know What Your Board Has Been Clicking On?
Cybersecurity Essentials for Local Government Clerks
Mark Saleenbacher, IT Director, Henderson County

3:00 p.m. – 3:15 p.m.

Break/Snacks

3:15 p.m. – 4:15 p.m.

Q & A Session (Discuss persistent issues or questions about the issues)

4:15 p.m. – 4:30 p.m.

Regional Wrap-up/Questions

The MMC Advanced Academies are presented by the School of Government, University of North Carolina at Chapel Hill. The school is the International Institute of Municipal Clerks' approved provider of educational programs for clerks in North Carolina.

Clerks who successfully complete MMC Advanced Academy will be eligible for 3.00 MMC/CMC points and 6.0 credit hours towards recertification as an NCCCC or, if applicable, certification or recertification as an NCMCC.

Partial credit is not available for the Academy.

North Carolina Association of County Clerks Speaker/Session Information

9:00 a.m. – 10:30 a.m.:

The Ins and Outs of Public Hearings

Kristina Wilson, Assistant Professor of Public Law and Government
UNC School of Government

When is a public hearing required? What are the notice procedures? In what ways can county commissioners manage conduct at public hearings? This session will explore these questions and more, with a focus on practically applying the statutory requirements for public hearings.

10:45 p.m. – 12:00 p.m.:

Responding to Misinformation and Threats

Kristina Wilson, Assistant Professor of Public Law and Government
UNC School of Government

With the rise of social media, local governments are increasingly faced with the challenge of combatting the spread of misinformation. What options do local governments have to manage or control the communication of inaccurate information? How can local governments keep themselves and their employees safe in the midst of virtual or in-person threats? This session will explore these questions through the lens of statutory and constitutional authorities and criminal law.

1:00 p.m. – 3:00 p.m.:

Do You Know What Your Board Has Been Clicking On? Cybersecurity Essentials for Local Government Clerks

Mark Saleenbacher, IT Director, Henderson County

Your board members may be making critical decisions—but are they also unknowingly opening the door to cyber threats? In this eye-opening session, we'll explore how the seemingly harmless act of clicking on a phishing email can have devastating consequences for your entire local government. Learn how to identify common cyber traps, protect sensitive data, and implement practical security measures that don't require a computer science degree. Whether you're the frontline or the last line of defense, this session gives clerks the tools and confidence to manage cyber risk with clarity and authority.

3:15 p.m. – 4:15 p.m.

Clerk's Q & A Session

A time to ask questions of your peers for all things Clerk-related.

Speaker Biographies

Speaker: Kristina Wilson:

Kristina Wilson joined the School of Government in September 2021. Her work focuses on local government structure and authority, board procedures, and public records and transparency issues. Prior to joining the School, Wilson was a civil litigation associate at Yates, McLamb & Weyher LLP where her practice included medical malpractice defense, general liability defense, employment disputes, and constitutional matters in both federal and state court. She also worked for the U.S. Department of Justice in its Access to Justice Office addressing civil constitutional issues including nuisance ordinances and public housing and a proposed civil right to counsel. Prior to law school, Wilson worked as a communications associate for the Center for Global Development, an international development think tank in Washington, D.C. Wilson earned her J.D. cum laude from Wake Forest University School of Law where she was a published member and executive online editor of the Wake Forest Law Review. Wilson earned undergraduate degrees in English and Spanish cum laude from Georgetown University. She is a member of the North Carolina State Bar.

Speaker: Mark Saleenbacher

Mark Seelenbacher is the Chief Information Officer for Henderson County, NC, with over 25 years in public sector IT, including 20 years with Robeson County. A founding member of the NCLGISA Strike Team, Mark brings deep technical expertise and a steady leadership presence to cybersecurity and incident response efforts across the state.