

**WASHINGTON MUNICIPAL CLERKS ASSOCIATION
EXECUTIVE COMMITTEE MONTHLY REPORT**

FEBRUARY 2008

By Irene Mock, Board Member

WELCOME!

Let's give a big WMCA Welcome to Tara Jeter, the new City Clerk for the City of Roy. Welcome to the group Tara!

**CAN YOU BELIEVE IT?
2008 CONFERENCE IS JUST A MONTH AWAY!**

The program is set, the speakers are ready, meals have been selected, auction items are rolling in, as are the vendors & sponsors and the decorations have arrived. The only thing left to do is register and join us for a fun, educational conference.

Don't forget the deadline for early registration for the conference is February 15. You can go online to register today at www.wmcaclerks.org.

To get the government per diem rates of \$70 single and \$90 double, the deadline for your hotel room reservation is February 17. You can make your hotel reservations by calling 1-877-964-1234 or call the hotel directly at 509-662-1234.

The Planning Committee would like to remind everyone that it is still chilly in March. As we have to walk across a breezeway which is covered, but open on the sides from the hotel to the center, you may want to bring along a jacket to guard against the cold.

Two (2) CMC "Experience" or one (1) MMC "Social/Professional" points can be earned by attending the conference sessions. To obtain your "Certificate of Completion" they must be picked-up by the certificate holder at the conclusion of the Key Note session "Striving for Imprefection" on Friday, March 21. Certificates will not be mailed.

Important information regarding the conference can be found on the website at: <http://www.wmcaclerks.org/2008%20Conference/2008%20PRE-CONFERENCE%20INFORMATION.1.pdf>

Please take a moment to complete the questionnaire at: www.cottqmarcus.com/WMCA to help our speaker Scott Marcus tailor the ½ day "Striving for Imprefection" session to WMCA!

FIRST TIME CONFERENCE ATTENDEES WELCOMING

Do you remember your first conference? Walking into a room of 150 people, not knowing anyone, worrying that you may not "fit" in. Remember what it felt like to ask a total stranger if there is room for one more person at their table? I remember what it was like, so I'd like to take this moment to remind everyone to reach out to first-time attendees. Ask someone you don't know to sit at your table and join the fun. Show the new clerks that WMCA is one of the best organizations around. Help make them feel welcome, even if it's just to shake their hand, welcoming them into the fold, letting them know that we really are here to help each other.

STILL WANTED: MAJOR SPONSORS and VENDORS

Although as of this moment we have two diamond and one platinum sponsor, the Planning Committee is continuing to seek potential vendors and sponsors for the 2008 Conference. For vendor booths, please email Virginia Olsen at VOlsen@ci.mlt.wa.us and for donations/sponsorships, please email Gina Anderson at andersong@ci.woodland.wa.us They will send out the vendor/donation information packets and coordinate any follow-up that is needed. The information can also be obtained by going online to our WMCA website, which is listed under the 2008 annual conference information.

DO YOU HAVE ANY SILENT & LIVE AUCTION RAFFLE ITEMS?

Due to its huge success last year, we are bringing back the Live Auction, with our very own auctioneer Bob Baker!! Remember, we are still holding the Silent Auction, any items you'd like to donate are welcome. Proceeds help fund scholarships for members who might otherwise not be able to attend conferences and other Professional Development Programs.

Major Raffle Update

We are continuing to sell the \$1,500 gift card raffle tickets. These will also be available at the conference. Anyone wanting to sell tickets to their office or family before the conference, contact either Margo Tackett at clerk_treasurer@ci.westport.wa.us or Diane Foss at dfoss@osgov.com and we will get those to you.

Donations

Now is the time to begin, if you haven't already, soliciting donations for the silent and live auctions and the \$1.00 raffle. From the sounds of it, we will be having some great items again this year. A list of several donated items will be included in the conference book.

Clothing

We will have the catalog of garments available to order at the conference. We need to have at least 25 items ordered to keep the stitching cost down. This is through the Custom Shirt Factory so if you would like to peruse their items, you can go on-line and find out what they have available – www.customshirtfactory.com. We are doing this as a fundraiser, so there will be an additional cost of \$15 added to the cost of the garment. The additional \$15 is for the WMCA embroidery (\$5), shipping (\$5) and WMCA Scholarship Fund (\$5). No sales tax is added because of our non-profit status. Hopefully, some of you that purchased items last year will wear those during the conference for others to see how nice they look. We look forward to seeing everyone at the conference.

SCHOLARSHIP APPLICATIONS

Members of the Scholarship Committee would like to remind you that this year's

Professional Development Institute dates are:

Professional Development I.....JUNE 1—6

Professional Development II.....JUNE 8—13

Professional Development III.....JUNE 15—20

Master Academy (Professional Development IV)....JUNE 11—14

The application deadline for *scholarships* for Institute classes is February 15th. First time Institute scholarship applicants are eligible for award of both registration and lodging if

needed. PD II and PD III scholarship awards are for registration only. You can find more information about scholarship awards and requirements at WMCA's website.

As a reminder, the Marge Price Scholarship is also available to clerks who are working towards their MMC accreditation.

The Scholarship Committee is always looking for new members, so if you're a new clerk (or experienced!) and want to join a *fun* relatively easy committee, please feel free to contact Carol Etgen at carol.etgen@ci.bremerton.wa.us or 360-473-5323.

BREAKING NEWS:

The Association of Washington Cities has a limited number of scholarships available to clerks in small cities (population less than 5,000). There are currently three scholarships left for \$300 each, which can be used to pay registration cost for the WMCA Conference. For more information, or to apply, contact Karen Tanner at AWC, karent@awcnet.org, 360-753-4137. These awards are based on need and the application deadline is February 11. Karen also said she will be out of the office Feb. 4-8, so contact her soon for details.

AWARDS COMMITTEE

The Awards Committee is busily reviewing nominations for the prestigious Clerk of the Year Award. Their recommendations will be given to President Bush by mid-February for her final decision.

Only one of the several nominations received will be selected for the coveted Clerk of the Year Award, but all nominees will be informed of their nomination. It's quite an honor even to be nominated, and it's important that our members realize how much they're respected and valued by their community and WMCA.

The award(s) will be announced at the Annual Banquet on Thursday, March 20 in Wenatchee.

WMCA 2009 CONFERENCE COMMITTEES

Don't forget to think about what committee you would like to sign up for at this year's conference. Each of you has wonderful talents that need to be shared! Consider signing up for one or more of our 12 committees: Audit, Awards, Bylaws, Communications, Conference Planning, Education, Elections, Fundraising & Special Projects, Historical, Legislative, Membership, and Scholarship.

For more information about the committees see the descriptions on the [WMCA website](#). Some of these committees work all year round while some are mostly busy around conference time. Sign up sheets will be at the annual conference in Wenatchee or you can contact President-Elect Ali Spietz at ali.spietz@mercergov.org for more information.

HISTORICAL COMMITTEE UPDATE

The Historical Committee is working very hard on scrap booking the 2007 WMCA Conference Events. Remember to take a moment to look at WMCA's history at the upcoming 2008 Conference. The Committee will also be taking group photos of WMCA Regional Associations, VIPs, WMCA Executive Committee (incoming & outgoing), and WMCA Committee Chairs following the Annual Banquet, so please stay for the photo session.

BYLAWS COMMITTEE UPDATE

The Bylaws Committee and the Elections Committee have prepared Pro/Con Statements about the proposed Bylaws amendment changes regarding consecutive term limits for Board Member positions. The Bylaws Amendment and the Pro/Con Statements will be submitted to the membership prior to the vote at the Annual Business meeting on March 20.

LEGISLATIVE COMMITTEE

The Legislative Committee will be communicating over the coming days as legislative bills become known, and ongoing throughout the Session, which commenced on January 14. The committee will plan to raise any major issues to the Executive Committee and full membership, as necessary, to enlist support for helpful legislation or opposition to harmful legislation on behalf of WMCA.

ELECTIONS COMMITTEE

The Elections Committee received declarations of candidacy and recommended a full slate of candidates to the Executive Committee at their January 18 meeting. Ballot preparation and mailing is underway. Fully paid WMCA voting members should look for the ballot packet to arrive during the week of January 28. To be counted, ballots must be received by Woody Edvalson in Bonney Lake no later than February 15. Happy voting!