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Visit our Website:

www.WMCAClerks.org

Founded in 1970, WMCA is a non-profit association that promotes the professional and education standards of Municipal Clerks, County Clerks, and Transit Board Clerks in various local governments of the State of Washington.

President's Message

LEARN. GROW. LEAD.

Sandy Paul, CMC

As we wind down from a pleasant summer still wishing the tomatoes would ripen on the vine here in Western Washington, families are stocking up on school supplies and the teachers are reporting to their classrooms in preparation for the beginning of a new school year. It's sad to see the lazy, hazy, crazy days of summer fade into the brilliantly golden days of fall and the days become so short that it seems like daylight forgot about us. Football at every level will occupy our minds and our weekends. Oh, my, to just have a winning team!

That means that Fall Academy is just around the corner. Schedule yourself to attend the Jordan Peabody seminar on Writing Policies on October 5 at the Centennial Hall of the Yakima Museum. Register by September 21 for \$150; after September 21, registration is \$175.

The Board is always working on the next annual Conference and the next and the next and currently is considering venues for the 2015 Conference. The 2014 Conference will be held in Pasco at the Red Lion Hotel. Of course, the 2013 Academy and Conference will take place in Tacoma at the Murano Hotel March 19-22, 2013. I do hope that you are budgeting to attend. Think creatively about how to share a room to save scarce resources, especially since so many Clerks reside within the 50 mile travel radius needed to qualify for expense reimbursement in most jurisdictions. If you live more than 50 miles away, consider inviting to share your room with someone who lives within the 50 miles. Commuting is too hard when a conference is close to home.

'News' from either WMCA or IIMC is running low this month, so out popped the personal file of things to think about whenever, and the following are always good tips to ponder:

10 ATTITUDES OF SUCCESSFUL WORKERS

- 1. I am in charge of my destiny.**
Don't wait for something exciting to come to you; take charge of making it happen.
- 2. Anything is possible.**
If you think you can't, you probably won't. Adopt the attitude of *The Little Engine That Could* -- "I think I can, I think I can."

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PRESIDENT'S MESSAGE

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3. No task is too small to do well.

Take pride in your work -- all of it. Remember this the next time you feel like you are slacking because you are working on a menial task.

4. Everyone is a potential key contact.

Be courteous to those around you -- you never know when your past contacts will play a role in your future.

5. I was made to do this job... and the one above me.

Your job may not be the perfect fit, but successful workers act like they are in their dream job, no matter where they are.

6. It's not just what I know, but who I know.

Understand the importance of networking. Proactively establish professional contacts. Invite a colleague out to lunch. Go to the after-work happy hour. Join your professional association.

7. What else can I do?

Volunteer to take on an extra project. Learn a new skill that will make you more marketable. Stay late to help your co-workers. Successful workers look for additional ways to make their mark.

8. Failure will help pave the way to my success.

Everyone fails from time to time. The difference between successful and unsuccessful people is how they deal with failure. Those who find success are the ones who learn from mistakes and move on.

9. I am my own biggest fan.

Toot your own horn! Step up and talk about your accomplishments and what you have done for the organization. Successful workers know how to point out their achievements without sounding boastful.

10. My opportunity monitor is never turned off.

There will be days to just be happy with the status quo. And always keep your eyes, ears and your mind open to new opportunities -- you never know when you will discover the one that will change the course of your career!

And from Dr. Seuss' *Horton Hears a Who*: "ASAP. Whatever that means. Probably, Act Swiftly, Awesome Pachyderm!"

Sandy



RAFFLES

Show Me The Money!!! IT'S FIFTY-FIFTY!



At the Fall WMCA Academy Session, the \$5.00 Raffle Tickets will be available for sale. The goal is to sell all 1,500 tickets by the drawing at the

WMCA Annual Conference Banquet on Thursday, March 21, 2013 at the Murano Hotel, Tacoma, WA.

NEW THIS YEAR! The tickets will be \$5.00 each **OR** 5 for \$20 – what a deal!

Three chances to win: First Drawing is \$500, Second Drawing is \$750, and Third Drawing is \$1,000.

To get your tickets to sell to friends, family, co-workers, and of course yourself, contact:

Debbie Jermann, MMC
Executive Assistant/Clerk of the Board
PO Box 2529
Vancouver, WA 98668
(360) 906-7303
debbiej@c-tran.org

During the WMCA Fall Academy scheduled for Friday, October 5, 8:30 AM to 4:30 PM in Yakima WA, the Scholarship Fundraising Committee is going to offer a “50-50” raffle to the WMCA members.

What is a “50-50” Raffle?

It’s an opportunity for you to help support the WMCA Scholarship Fund, as well as enter the raffle where one lucky member will win half the raffle pot! The other half (or 50 percent) will go to into the scholarship fund.

The tickets will be for sale before the training and during the breaks.



The “50-50” raffle tickets are a \$1.00 for one or \$5.00 will buy you six tickets.

The 2013 WMCA Grand Raffle tickets will also be available. If you are attending, please pick up a book or two to sell to your co-workers, council, friends, family, and of course - yourself!



**MUNICIPAL CLERKS' ASSOCIATION
OF NEW JERSEY, Inc.**



● Super 50/50 Raffle !!!

Two winners... Two Prizes...

First Prize Up to \$10,000!

Second Prize Up to \$5,000!

Only **300** tickets will be sold at a cost of \$100 each.

Buy one yourself or share the cost and split the prize!

The winning ticket will be drawn in Atlantic City on November 14, 2012 during the MCANJ Annual Meeting. The winner need not be present to be eligible to win. Proceeds will be used for the 2013 MCANJ/IIMC Annual Conference in Atlantic City. The MCANJ is a 501(c)3 nonprofit organization and all contributions are deductible.

To purchase, please complete the form below and send it with your check or money order made payable to MCANJ and return to: MCANJ, 166 North Madison Drive, South Plainfield, NJ 07080. You will receive a confirming ticket stub in the mail.

HURRY! Don't miss this opportunity to win a great prize. Purchase your ticket now.

I/We would like to purchase _____ raffle ticket(s) at \$100 each. Enclosed is my/our check/money order in the amount of \$_____.

Please Print

NAME _____

Mailing address _____

State _____ ZIP _____

Daytime Phone # _____ email address _____

May be duplicated if needed

Please Print

NAME _____

Mailing address _____

State _____ ZIP _____

Daytime Phone # _____ email address _____

Please Print

NAME _____

Mailing address _____

State _____ ZIP _____

Daytime Phone # _____ email address _____

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State _____ ZIP _____

Daytime Phone # _____ email address _____

SEPTEMBER FEATURED CLERK



KAY KAMMER

**Battle Ground City Clerk
Mahalo!!**



Kay was born in Blytheville, Arkansas, the largest city in and one of the two county seats of Mississippi County. She walked at High School graduation with husband Jeff and they celebrated their 30th anniversary on July 31st this year. CONGRATULATIONS!! They have two children, Nicole 28 and Jared 26, nei-

ther of which is married – yet! They have been busy every weekend in August attending weddings of their children’s friends and are hoping this may spark Jared to ‘pop the question to his girlfriend....just saying...’. Kay has two dogs at home, grand-dog, Braxton, 6 year old Golden Lab who she kept when Jared bought his house. ‘Couldn’t let the grandbaby move out too!’

Kay began in Municipal Government with the City of Ridgefield . She was hired as the City Clerk for Battle Ground in May 2012. She also serves as their Court Administrator which is new for her and she is fascinated learning the system. She also is the Risk Manager and Title VI Coordinator.

Battle Ground, population at 17,920, is a great beautiful area of our state and located 1 ½ hours to beach or mountains. Battle Ground has been named a finalist in the 100 Best Communities for Young People competition which identifies cities nationwide that have made the well-

being of children and youth a priority by addressing the unique challenges they face. The annual award competition is a product of America’s Promise Alliance established in 1997 by General Colin Powell.

The City of Battle Ground was recognized at the Oregon Air National Guard Base by the 142nd Fighter Wing’s Cities of Honor Program with the unveiling of nose art on an F-15 Eagle Fighter jet representing the City of Battle Ground. The Cities of Honor Program serves to recognize the outstanding community support bestowed upon members of the Oregon National Guard.

Kay is the WMCA Fundraising Committee Chair and has served on the Scholarship, Awards, and Conference Planning Committees.

When Kay is not at work, she loves to read, travel and watch baseball. She will be going to Maui for the first time in September. Husband Jeff still coaches either Babe Ruth (13 – 15 year olds) or Majors in Little League (10 – 12 year olds) and she tries to make every game. She went to the Babe Ruth World Series in 2010 in Leesburg, Virginia and got the opportunity to visit Washington DC while there. Kay’s favorite color is red and she likes all food cuisines, but truly enjoys Italian and Thai.

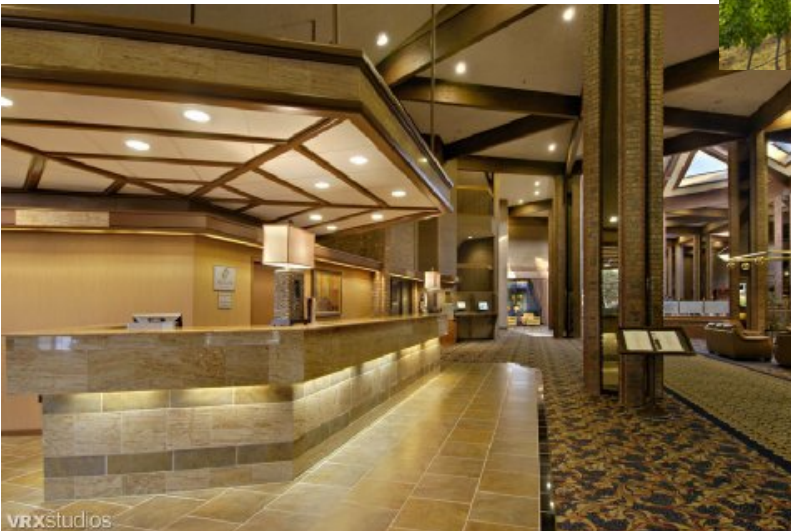


2014 CONFERENCE

LOOKING AHEAD TO THE 2014 CONFERENCE

The Red Lion Hotel in Pasco (Tri-Cities), WA will be the site for the 2014 WMCA Annual Conference. The Red Lion Pasco is located in the Heart of Washington Wine Country just five minutes from Kennewick, ten minutes from Richland and three blocks from the Tri-Cities Airport. As the largest convention hotel in southeastern Washington State, the Red Lion Pasco offers three on-site dining options including Season's Café serving traditional Breakfast, Lunch and Dinner, the acclaimed Bin 20 Steak & Seafood Restaurant offering Northwest inspired dishes paired with fine wines and spirits as well as the Grizzly Bar, a late night hot spot. The convenient location off Highway 395, ample free parking, friendly staff and updated guest rooms will invite you to unwind, reconnect with colleagues and create memories.

*Heart of Washington
Wine Country*



*Acclaimed Bin 20 Steak
& Seafood Restaurant*

*Red Lion Pasco offers
three on-site dining
options*



LEGAL/LEGISLATIVE ISSUES

Legislative Committee Report

By Carol Etgen, WMCA Legislative Committee Chair

Carol Etgen and Sandy Paul attended the first AWC Legislative Committee's Subcommittee teleconference meeting on Flexible General Government Operations Legislative Issues for 2013 on August 23, 2012. The subcommittee reviewed the proposed Legislative Issues and agreed to recommend them to the Legislative Committee in the following priority order:

1) Pursue pro-active public records proposals that address some of the problems

that come with the burgeoning and abusive public records requests.

2) Pursue options for creating sustainable personnel related costs.

3) Limit rising State audit costs.

4) Limiting Liability for Local Government.

WMCA is delighted that public records issues made #1 on the list.

Please tell your stories about abusive public records requests to your governing officials and ask them to pass them along to your State representatives to support AWC's efforts in lobbying for public records act reform.



SCHOLARSHIP OPPORTUNITIES

Scholarships Available for the WMCA Annual Conference!

This year's conference will be held at the Murano Hotel located in downtown Tacoma from March 19 - 21, 2013. Scholarship applications can be found on the WMCA website and are due on **December 7, 2012**.

Questions on this scholarship opportunity may be directed to Dee Roberts, City of South Bend at dee.roberts@southbend-wa.gov.

WMCA Spring Academy Scholarship Opportunity!

Have you obtained your CMC status and are now working towards your MMC? If so, you may be eligible for a Margery Price Scholarship. Please look at the Margery Price Scholarship guidelines on the WMCA website.

Applications are also due **December 7, 2012**. For more information, please contact Dee Roberts, City of South Bend at dee.roberts@southbend-wa.gov



International Institute of Municipal Clerks

Professionalism in Local Government through Education

Monday, August 13, 2012

Dear State/Provincial/National Association Presidents:

I hope this letter finds you well. As part of our on-going communications from IIMC HQ, here are some briefings that we would appreciate your sharing with your colleagues in your respective states, provinces and countries.

We're excited to report that our 2012 membership campaign is **at 151 New Members**. This exceeds direct marketing industry standards of 3% and we still have a few more months to bring in more new colleagues.

E-BRIEFINGS

We have not been able to distribute our regular weekly E-briefings these past few weeks due to major problems with our e-mail campaign company – Constant Contact. We're now in the process of switching to MailChimp as our new e-mail campaign distributor. We're anticipating getting back on track within the next week or so. We realize these E-Briefings are popular and a vital form of instant communication with our members. We are anxious to get back on track.

ATLANTIC CITY 2013 SITE VISIT

The Atlantic City site visit went very well. The host committee's work is well under way and there will be some special surprises for all attendees. More information will be forthcoming on the City and the Hotel. The August Digest will have a complete article on Atlantic City and what it has to offer. I can tell you that hotel costs will be the lowest for an IIMC Conference in many, many years.

IIMC AND NAGARA – CALL FOR REVIEWERS

IIMC and NAGARA are revising the records management bulletin series published between 1992 and 2000 and adding four new titles on electronic records. The 16 - 24 page technical bulletins will focus on the basic principles, policies and guidelines that should be followed in establishing effective local government records management programs.

Your help is needed to complete the reviews for five of the 16 titles! The sooner we meet the required number of reviews per publication, the sooner we can get the text to press. Your contribution of time will provide in-kind support for the 50% cost-sharing obligation under the terms of the NHPRC grant, which is making this publication possible.

Reviewers do not need to be experts in the specific subject that they are commenting on. In fact – given our intended audience – some really good critiques have come from reviewers who do not have expertise in a particular bulletin's topic. In addition, we are not looking for in-depth, editorial comment or marked-up drafts. We are looking for general impressions and suggestions that might enhance the value of the publication for the intended audience.

Most reviewers are averaging approximately 30 minutes per review. If you find that you are spending more time than that on the review, you may be providing more detail and depth than is really necessary.

To access the drafts of the titles still needing reviews, a review form, and instructions, go to NAGARA's website page about this project at: <http://www.nagara.org/displaycommon.cfm?an=1&subarticlenbr=163>

2012 CONFERENCE SURVEY RESULTS

The following is a synopsis of the survey conducted with Delegates at the Conference in Portland. Approximately 380 Delegates were surveyed and all questions were rated on a scale of 1 to 5 with 5 being the highest accolade and 1 being the worst.

- 73% of survey participants answered 4 or higher on how much they enjoyed the 2012 IIMC Annual Conference experience;
- 73% answered 4 or higher when asked to rate the 2012 IIMC Annual Conference Concurrent Education sessions;
- ^a 78% answered 4 or higher when asked to rate the 2012 IIMC Annual Conference General Sessions;
- 53% of delegates liked getting the handouts on a CD; 37% did not care how the information was disseminated, as long as it was on the IIMC website; 10% miss paper handouts; and
- 50% of survey participants are planning on attending the conference in Atlantic City.

I will be distributing these updates to you regularly. Please pass on any information you'd like to see in the News Digest to our Communications Coordinator Emily Maggard at Emily@iimc.com or me. Thank you

Sincerely,

Chris

Christian G. Shalby
Executive Director
chriss@iimc.com
[twitter@ediimc](https://twitter.com/ediimc)

Congratulations to our newest Certified Municipal Clerk:

Karri L. Muir, CMC, Lewis County

CMC

Odessa Deutschesfest
Odessa
September 14th to 16th
www.deutschesfest.com

Taste of the Harvest
Wenatchee
September 15th
www.wendowntown.org

Walla Walla Quilt Festival
Walla Walla
September 15th and 16th
www.wallawallafairgrounds.com

Snohomish Pumpkin Hurl at the
Festival of Pumpkins
Snohomish
September 15th and 16th
www.festivalofpumpkins.org

Port Townsend Film Festival
Port Townsend
September 21st to 23rd
www.ptfilmfest.com

Fremont Oktoberfest
Seattle
September 21st to 23rd
www.fremontoktoberfest.com

Cowlitz Indian Tribe Powwow
Toledo
September 22nd
www.cowlitz.org

Whidbey Island Kite Festival
Coupeville
September 22nd and 23rd
www.whidbeykites.org

Decibel Festival
Seattle
September 26th to 30th
www.dbfestival.com

Autumn Leaf Festival
Leavenworth
September 28th to 30th
www.autumnleaffestival.com

Anacortes Fall Boat Show
Anacortes
September 28th to 30th
www.anacortesboatshow.com

Burlington Harvest Festival &
Pumpkin Pitch
Burlington
September 29th
www.burlington-chamber.com

Italian Festival at Seattle Center
Seattle
September 29th and 30th
www.festaseattle.com

Greetings from the Membership Committee!!

HANDBOOK COMMITTEE: Jill Boltz and Darcy Reece, the “Senior Editors” of the WMCA Handbook Project are currently putting together draft sections of the handbook for MRSC to review. The committee anticipates having a full draft of the WMCA Handbook ready for the Executive Committee to review this winter.

NEW MEMBERS: It’s going to be a little crowded at the First Time Attendee Breakfast at the Murano Hotel in March!! We are now up to 27 NEW MEMBERS this year! Please join me in welcoming the newest WMCA members!

Christina Dargan, Deputy City Clerk, Town of Eatonville
Renee Cameron, Administrative Specialist, City of Bonney Lake
Julie Johnson, Interim City Clerk, City of Stanwood
Michelle Merlino, Administrative Assistant, City of Fife
Linda Spier, City Clerk, City of Kennewick
Wendy Thompson, Administrative Support Specialist, City of Shelton
Patty Safrin, City Clerk, City of Kenmore
Jeri L. Reinauer, Accounting Clerk, City of Connell
Dana Daniels, Clerk of the Board, Kitsap County

Additionally, if you know anyone that is considering membership or wants to know more about WMCA, please contact Ronald F. Moore, MMC, Membership Committee Chair.

Published by Clerks for Clerks!

If you have any great news to share or ideas for articles for the October edition of the WMCA Newsletter, be sure to email them to Melody Valiant at mvaliant@ci.tumwater.wa.us & Rachel Shaw at rshaw@cityofprosser.com