

WASHINGTON MUNICIPAL CLERKS ASSOCIATION NEWSLETTER

Number 84-1

July 1984

PRESIDENT'S MESSAGE

June, 1983

A lot has been happening since our annual conference April 18 - 20 in Yakima. On Tuesday, April 15, 1984

Linda Belsel, Warden
May Fedric, Colville
Nacelle Heuslein, Marysville
Tim McGuire, Lacey
Irene Varney Moran, Edmonds - Retired
Jim Neher, North Bend
Marie O'Connell, Bellevue
Debra Symmonds, Mercer Island

met with Governor Spellman for signing of a proclamation for Washington State Municipal Clerk's Week and presenting recently retired Irene Varney Moran a "Certificate of Appreciation" for her "most years (27 years) as a City Clerk." A special thanks goes to Nacelle and Debra for their great effort in promoting "Municipal Clerks" week not only locally, but in the State to follow National recognition by President Reagan's proclamation.

May 20 was the beginning of the 38th Annual IIMC Conference held in San Diego. Our state was represented by the following:

Marie Jensen, Kent
Tim McGuire, Lacy
Virginia Miller, Seattle
Marilyn Montgomery, Spokane
Tanya Nolte, Shelton
Margery Price, Kennewick
Linda Ruehle, Issaquah
Helen Stodden, Shelton
Debra Symmonds, Mercer Island

The President's Reception began at 6:00 p.m. Sunday at Balboa Park, with surprise guests -- a President Reagan look alike, Glenn Ford and Tom Selleck. I won't go into detail about Tom but would suggest you call one of the above for further information and pictures.

Overall the conference was a great success with valuable information. Though I could comment on all the workshops I attended I want to share about two of them: 1) "Developing a Working Relationship with the City Manager, City Council and the Public" presented by the City Clerk and City Manager of Visalia, California. This centered primarily around the importance of the City Clerk's role, and dealt with the preservation of the Clerk's job. The relationship in Visalia appears to be great as both described the position thoroughly and both understood what is expected. 2.) State President's Forum had 27 States and Canada represented. We discussed costs of the certification program at the various colleges, funding, grants, scholarships and fund raising. Many ideas were brought up which I will pass onto the Board.

I urge everyone to try to participate in the next IIMC Conference. This year over 800 members attended - a new attendance record!

Linda Ruehle attended the British Columbia Municipal Officers' Association meeting in Penticton in my behalf due to the recent death of my Dad. I have been invited to attend the Oregon and Alaska annual conference in October and November.

Our next Board meeting will be held the week of the Washington Finance Officers' Association Annual Conference in September.

I had intentions of completing the committee assignments prior to the IIMC Conference, however, my Dad suffered a massive cerebral hemorrhage May 5 and died May 13 so I was off for two weeks with my family. I am finally getting my City work caught up and will complete the assignments in a month. The Board agreed at our last meeting April 20 to create a new committee "IIMC Conference Committee - 1989." Marilyn Montgomery, Spokane, has agreed to chair.

Lastly, a special thanks to WMCA for the lovely card you sent upon the recent death of my Dad.

Tim Guire, CMC
WMCA President

IIMC DIRECTOR'S REPORT Margery Price, CMC

Important changes in the IIMC Constitution were approved by the membership during the 1984 IIMC Conference in San Diego.

Amendments were made to provide for an increase in the membership on the IIMC Executive Board from 21 to 23. The number of Directors was increased to 20, providing for two Directors from each of the 10 regions, the number of Vice Presidents was reduced from five to two. Starting in 1985, there will be no election for 5th Vice President; in 1986, no election for 4th Vice President; and in 1987, no election for 3rd Vice President. Providing there are no resignations, 1988 will be the next year in which a 2nd Vice President will be elected. Two Directors from Region IX will be elected in 1985.

The amendment provides the opportunity for more IIMC members to serve on the Executive Board, and was enthusiastically adopted by the membership.

The following qualifications of candidates was approved: Directors must have at least three years as a Municipal Clerk; must have been a member of IIMC for at least three years, and must have attended at least two annual conferences prior to the conference during which she/he is running for office.

A candidate for Vice President, in addition to meeting the same qualifications as candidates for Director, shall also have served on the IIMC Board of Directors for a period of one year. Candidates nominated from the floor shall submit their qualifications to the chair of the annual meeting.

In other business, policy statements relative to Federal legislation which is now before Congress were adopted. They are:

ACCESSIBLE POLLING PLACES FOR THE HANDICAPPED

IIMC asserted that it has long advocated increasing the involvement of citizens in the electoral process and the free access to voting and that it does not oppose the concepts of H.R. 1250 and S. 444. Nevertheless, these two bills as presently written would require local governments to bear the entire costs in the relocation of numerous polling sites or extensive alterations to existing ones.

IIMC has requested that any Federal legislation which mandates that all registration and polling places used in Federal elections be accessible to the handicapped and elderly persons also provide sufficient funds to reimburse local governments in the removal of such barriers.

OPPOSES SUNDAY VOTING

IIMC went on record in opposition to any legislation to hold national elections on Sunday. The recommendation came after the IIMC Election Administration Committee reviewed the effects that Sunday voting would have on the election process. The resolution noted that holding national elections on this day would result in difficulty in staffing polling places, changing polling places that are located in churches, and increasing the workload of election personnel with a large number of absentee voter ballots, thus slowing down the election process and the vote count. In place of Sunday voting as a means to increase voter turnout, IIMC called upon Congress to investigate alternative means such as the use of all-mail voting or financing a public relations program to better educate the citizens on the importance of their vote.

ANTITRUST IMMUNITY

IIMC expressed concern over the serious jeopardy placed on local governments due to the U. S. Supreme Court decision which made municipalities and municipal officials subject to antitrust laws. (Community Communications Co., Inc., v. City of Boulder). IIMC's resolution urged Congress to pass legislation that would afford the same immunity status and exemptions from liabilities under antitrust laws for local governments and officials as is now enjoyed by the states.

INDUSTRIAL REVENUE BONDS

IIMC went on record in strong opposition to any changes that would tighten the requirements for the issuance of Industrial revenue bonds (IRBs) or would place any limit or cap on the dollar volume issued at the local level. The resolution pointed out that limiting the issuance of IRBs would adversely affect the economy of municipalities by restricting or preventing the use of this valuable tool for attracting employment and expansion of the tax base.

SEPARATE NATIONAL ARCHIVES

IIMC supported specific legislation (S. 905 and H.R. 3987) which would separate the National Archives from the jurisdiction of the General Service Administration (GSA). In taking this stand IIMC recognized the importance and necessity for preserving the records of the rich heritage of this country. The GSA has admitted that budget restraints have prevented it from meeting many of its responsibilities in the preservation of historical records. The establishment of an independent National Archives would permit better, more efficient, and more cost-effective management and public awareness of the need to preserve the documentary heritage of our government.

CABLE TELEVISION LEGISLATION

IIMC opposed current legislation now before Congress (H.R. 4103) that would severely damage, if not destroy, local government's authority to enact or enforce cable television (CATV) regulations at the local level of government by transferring them to the Federal level or abolishing them completely. The resolution lists the following detriments: (1) It would negate freely-negotiated franchise agreements. (2) It would restrict future franchise renewals in competitive environments. (3) It would substantially or completely deregulate existing and future rates by denying state and local regulatory authority, thus relieving cable operators from having to be responsive to community needs or to justifying rate increases.

The resolution called for the support of H.R. 4299 which would deter Federal encroachment into the municipality's authority to control and protect consumers from poor, ineffective service and exorbitant rates. It would maintain at the local level such authority as to enable those nearest the problem to deal with it in the fairest and most competent manner.

Copies of these resolutions are available from IIMC upon request.

At the Region IX dinner, IIMC President Lyell Schwarskopf conducted installation ceremonies of new officers of the City Clerks' Association of California, with Pauline Brockman, CMC, Roseville, California, presiding. New California president is Pam Swift. In addition to a large California delegation, Region IX members from Washington, Oregon and Alaska attended, including State Presidents Erling Nelson, Alaska; Tim McGuire, Washington; Maureen Swaney, Oregon Vice-President; and Margery Price, IIMC Region IX Director.

The annual Region IX meeting, to be hosted by the Oregon Association of Municipal Recordors, is scheduled for October 13, 1984 at The Inn of the Seventh Mountain, Bend, Oregon, in conjunction with the OAMR annual meeting. All Region IX members are most welcome. Please plan to attend both meetings. For further information, please contact Marge Price, Kennewick, Washington.

Membership in IIMC is 7,085. Region IX has 698 members, with Washington at 166, Alaska 74, California 399, Oregon 57 and Hawaii 2. If you know a City Clerk who is not a member of IIMC, please invite her/him to join and use the services IIMC provides, prepare for certification, and plan to attend our state institute at the University of Washington.

FIRST VICE PRESIDENT'S REPORT 1984 IIMC CONFERENCE

If you have never attended an IIMC Conference, try it ..you'll like it! As a "first timer", it was a memorable experience and one I'll never forget. From the beginning of the IIMC President's Reception at Balboa Park, to the daily educational sessions, to the finale (banquet and dance)...it was just terrific! And a little "fun" thrown in, too: an exciting night at Sea World, and a Mexican fiesta in Tijuana.

The daily workshops were very educational and informative. I especially enjoyed the following sessions: (1) Managing Time/Managing Ourselves, (2) Case Studies: New Technology in the Clerk's Office, (3) Developing an Office Procedures Manual. I purchased cassette tapes of sessions (1) and (3) above;

and also purchased the tape of the "Entrepreneurial Management" session, which is exceptionally good. I would be glad to share these tapes with any of you. Just give me a call (392-6477).

I really enjoyed meeting so many Clerks from all over the USA, making new friends, and sharing ideas we could take back to our cities.

All in all, it was tremendous experience; and I look forward to next year's IMC Conference in Banff, Alberta, Canada. I only wish all of you could attend too.

1984 British Columbia M.O.A. Conference

It was indeed a pleasure to represent WMCA at the British Columbia Municipal Officers' Association annual conference in beautiful Penticton, B.C. First of all, I must say that I was treated like royalty--the hospitality of the B.C. Municipal Officers was unsurpassed! It was good to see Dave Morris, Norm Cook, Lockie Miles and John Murray again, and to meet and make friends with many new municipal officers from British Columbia.

This year the M.O.A. tried something different: An in-depth, two-day workshop based on one central theme, "Productivity in Action." The workshop was developed and presented by Dr. David M. Cawood and his wife Diana Cawood. Each conference delegate was provided a workbook and subgroups were formed to identify and work on a specific goal, with coaching from pre-trained group leaders and from Dr. and Mrs. Cawood. We learned how to (a) assess our organization's readiness for change, (b) set goals that work, (c) analyze the restraining/driving forces affecting our goal, and (d) implement the change (goal).

Other guests attending the B.C. conference from outside Canada included the presidents of the Washington Finance Officers Assn., the Oregon Finance Officers Assn., and the California Finance Officers Assn. It was also a pleasant surprise to see Rex Mather, Clerk-Treasurer of Ephrata, Washington, attending the conference.

Overall, it was an excellent conference, and I feel that this exchange between our two associations is of tremendous benefit. I look forward to next year's M.O.A. conference in Vancouver, B.C.

Linda Ruehle, CMC
WMCA 1st Vice President

SECOND VICE-PRESIDENT'S REPORT 1987 CONFERENCE TO BE IN SEATTLE

At the Board meeting immediately following the conference in Yakima, on April 20, 1984, the Board accepted a proposal to hold the 1987 Conference in the Seattle area. The Board received bids from three hotels in the area and were advised that Virginia Miller, Deputy Clerk in Seattle, would be willing to fulfill the responsibilities of the host clerk. The Board was informed that a special conference center may be available for use by then on the University Campus, however, final site selection was not made at the meeting to allow input from the host clerk. Several board members thought the University site would offer many benefits.

Dave Grove
Second Vice-President

EDUCATION COMMITTEE REPORT

For the 1984 Certification seminars we have 28 registered for Professional Development I, 26 registered for Professional Development II, and 20 registered for Professional Development III. Quite a number of the registrants are from British Columbia. There have been 5 scholarships granted for Professional Development I and 5 for Professional Development II. We have spent \$1,750 for scholarships thus far. We were very successful with our fund raisers for scholarships this year.

I am retiring July 31st and will have a retirement reception on July 27th at 2:00 p.m. and want to invite all Clerks that can get to Shelton on the 27th of July. I will miss seeing all of you!

Helen Stodden, CMC
Education Chair

UPDATE ON RESOURCE BANK PROJECT

The Resource Bank Committee, appointed by former president, Marge Price, met Wednesday, June 13, 1984, in an organizational meeting at Mercer Island's Community Center. The Committee, consisting of Conalee McConnehey of Auburn, Betty Keeney of Bothell, Linda Ruehle of Issaquah, Doris Schablie of Redmond and Debra Symmonds (Chair) of Mercer Island, assessed the questionnaire responses received from 92 city and town clerks across the state.

Project goals were set by the Committee, with its first priority to be the tabulation of response data and formulation of a referral key which can be utilized by WMCA members and the Municipal Research and Services Center in suggesting resources for Clerks in search of answers.

An interesting outgrowth of the facts gathered from the questionnaire might be a presentation of information pertinent to our membership -- a membership profile of Washington Municipal Clerks. The Committee will look into this possibility upon completion of data tabulation. WMCA members can expect to hear more about this project in the near future.

Debra Symmonds, CMC
Resource Bank Chair

THE AWFUL TRUTH ABOUT NOTARY BONDS

If you are one of the many Notaries who thinks a Notary bond protects you, you could be in for a rude -- and costly -- awakening. Thousands of Notaries make the assumption that the bond insures the Notary against mistakes. Nothing could be further from the truth: the Notary bond only insures the public, leaving the Notary liable for any damages resulting from his misdeeds.

Unless a lawsuit is filed or threatened against a Notary, the bond never will be used. The bottom line on bonds is they offer the public a guarantee that some, if not all, damages resulting from a Notary's improper acts will be reimbursed. Yet the Notary still is ultimately responsible for repaying these damages.

Errors and omission insurance is the only protection the Notary has. Unlike the bond, which will require reimbursement from the Notary if a claim against the Notary is made, errors and omissions insurance usually will cover the Notary's legal defense costs and damages, and insure the Notary's employer.

There is a world of difference between a Notary bond and Notary insurance and it is a difference worth knowing: bonds protect the public from the Notary, while errors and omissions insurance protects the Notary from himself.

OLD WMCA RECORDS WANTED

Retired City Clerks Gertrude Erickson, Ellensburg, (now residing in Yakima), Iris Litzenger, Yakima; and Dotty Schauerman, Odessa, as well as Marge Price, Kennewick City Clerk, are preparing old WMCA records for deposit at the State Archives in Ellensburg. If you have any old WMCA records, please contact Marge Price, P. O. Box 6108, Kennewick, WA 99336 (509) 586-4181, so we may establish a central storage location for our old records.

CONGRATULATIONS

Grace Higgins, new West Richland City Clerk. Best wishes to Jo Felch (former West Richland Clerk), in her new business venture.

Mary Carter! Retired May 31, 1984, as City Recorder, Beaverton, Oregon. Mary was the "driving force" in the organization of the Oregon Association of Municipal Recorders, and is well known to many Washington City Clerks. BEST WISHES, Mary, from your friends in Washington.

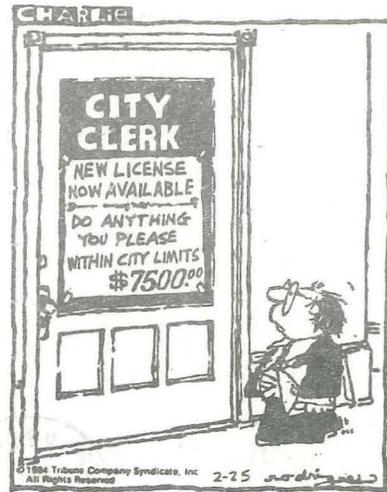
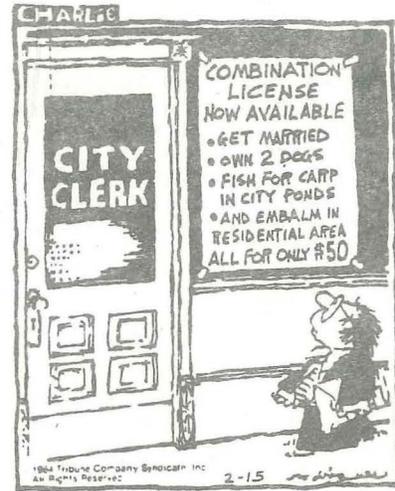
Wendell Dougherty, Castle Rock, retired March 31, 1984. Wendell and Mrs. Dougherty are planning a trip to Australia and other South Pacific Islands later this year.

Kenneth Anderson recently assumed the duties of Clerk/Treasurer for the City of Castle Rock. He previously held similar positions in St. Augustine, Florida and Fairbanks, Alaska.

Vera Bauman, Clerk of Wilson Creek, and her husband Jim celebrated their 35th wedding anniversary the sixth of May.

Duke Brunelle, Clarkston, appeared on a local television and radio program called "Opinion Please". Duke also provided career development information to two junior high classes answering questions about the duties of City Clerks and their role in government.

Helen Stodden, Shelton, for a fun celebration of Municipal Clerk's Week, with display, decorations, a list of Shelton's former Mayors and Clerks, and an open house. Helen had a unique wheel display with the City Clerk's Office as "hub" of the City and the duties as the spokes.



City of Auburn
25 West Main
Auburn WA 98001
AMERICAN POW/MIA
RECOGNITION DAY



AMERICAN REMEMBERS
NATIONAL POW/MIA
RECOGNITION DAY

Jim McGuire
P.O. Drawer B
Racey WA 98503