

WASHINGTON MUNICIPAL CLERKS ASSOCIATION NEWSLETTER

Volume 85-2

September, 1985

PRESIDENT'S MESSAGE July, 1985

Greetings Fellow Clerks:

It has been a busy time for me following our 1985 Annual Conference in Kelso, WA, in April. The conference review forms that were turned in following our 1985 Conference indicated that the conference was very successful. To those of you who completed the forms and turned them in, thank you! Your input is very valuable to us in planning the next year's conference. For your information, we had 109 delegates attending our 1985 Conference.

In May I finished making my appointments to WMCA Committees, and also established an ad hoc Policy Committee to formulate policy recommendations to the Board (mainly relating to the annual conferences) in an attempt to establish some sorely needed "written policy" which we have not had in the past.

I attended the IIMC Conference in beautiful Banff, Alberta, Canada, May 19 thru 24, and it was just great! The Conference was very educational and a lot of fun, too. The accommodations at the Banff Springs Hotel were marvelous--the hotel was filled with old world charm and character--and the scenic setting was magnificent. I met many new clerks and renewed a lot of friendships from last year's IIMC Conference. If you have never attended an IIMC conference, you really should try--it's an experience you'll never forget! Generally, over 2,000 delegates attend; and I was just delighted to see 21 Clerks from Washington attending this year (our highest attendance ever). Hopefully, many more of you will be able to attend the IIMC Conference in Spokane in 1988. As most of you are probably aware, we won't be having a WMCA Conference in 1988 since Washington will be hosting the IIMC Conference that year.

During the Region IX Break-out Meeting on May 20th, chaired by outgoing Director Marge Price, we met the following candidates for the two IIMC Region IX Director positions: Maureen Swaney from Gresham, Oregon, and Kathy Herold from Homer, Alaska. (Note: Maureen and Kathy were, in fact, elected on May 23rd as our new Region IX Directors.) We also heard reports from each State Association President. In other action, we reaffirmed the Region IX representation policy of rotating candidates for the Director positions equally among all the states in Region IX every three years. We also decided that Region IX should host a hospitality room at the IIMC Convention next year in Boston, and our Washington state association will be expected to contribute towards the cost. The next regular Region IX meeting will be held on November 16, 1985, at 2:00 p.m. at the Sea-Tac Red Lion Inn in Seattle. All Clerks in Region IX are invited to attend. I will be attending and hope to see some of you there.

At the annual IIMC banquet on May 23rd, the Region IX states presented Marge Price with a gift and corsage in appreciation for all her hard work and leadership as our Region IX Director for the past 3 years. We in WMCA are especially proud of Marge and what she has done for WMCA and IIMC.

Immediately following the trip to Banff, I attended the British Columbia Municipal Officers' Association conference in Vancouver, B.C., as a guest. Again, it was an excellent conference, and the guests were treated like "royalty." The theme of the B.C. MOA Conference was "Are We Meeting The Challenge?" and it was very educational. I saw a lot of old friends and met many new ones. Other guest attending were Linda Miller, Vice President, representing the Washington Finance Officers' Association (WFOA), and Dale Clark, Municipal Manager of Calgary and President of the Alberta Municipal Officers' Association. (Representatives from California and Oregon were unable to attend this year.) Newly elected officers for the B.C. MOA are: Wayne d'Easum, President, Comox-Strathcona Regional District, and Norm Cook, Vice President, Dewdney-Allouette Regional District. We look forward to having Wayne or Norm attend our 1986 Conference in Pasco. The exchange program we have with B.C. is mutually beneficial and a very rewarding experience.

On September 5th, the WMCA Executive Board will be meeting at the Holiday Inn in Yakima, at which time the Officers and Board Members will begin reviewing a preliminary agenda for next years conference in Pasco. (As most of you know, conferences take a lot of time and planning.)

Elsewhere in this issue of the Newsletter, Debbie Symmonds, Chairman of the Education/Scholarship Committee this year, will be reporting on the Certification Seminars held this summer at the University of Washington under the direction of Dr. Ernie Miller. Debbie and I were there to greet the Clerks attending Professional Development (PD) I on June 24th. That afternoon I filled in for Marie O'Connell (Bellevue City Clerk) and taught the class on Parliamentary Procedure. Unfortunately, Marie had been in an automobile accident, had been in the hospital, and then was recuperating at home.

I am proud to serve as WMCA President this year; and (thanks to all of you) I look forward to an enjoyable and productive year ahead!

Linda Ruehle, CMC
WMCA President
Issaquah City Clerk

P.S.: Since the writing of my report in July, I have an update on a couple of items. First, Kathy Herold (new IIMC Region IX Director from Homer, Alaska) resigned her position because of a change in professional career. Marcelle Dalke from Kodiak, Alaska, was nominated by Region IX states and unanimously elected by the IIMC Board to fill the vacancy until an election is held at the IIMC Conference in Boston in May, 1986. Secondly, our WMCA Executive Board met on September 5, 1985 and, among other things, (a) reviewed the proposed program for our 1986 WMCA Conference in Pasco, April 19-21; (b) set the registration fee at \$90; (c) adopted a Policy Statement mainly relating to future conference expenses for use by the officers, board members and host city. Our program for next year's conference looks exciting and we hope to see all of you attend.

NORTHWEST MUNICIPAL CLERKS ATTEND
CERTIFICATION SEMINARS

The month of July brought to a close a flurry of educational activities for municipal clerks in the Pacific Northwest. A total of 91 clerks and other government officials attended Certification Seminars for Northwest Municipal Clerks held at the University of Washington in Seattle. The program is sponsored by University of Washington graduate School of Public Affairs, Conference Management, University of Washington Extension, IIMC and Washington Municipal Clerks Association. Program Director and charismatic instructor is Ernest Miller, Ph.D.

This year's student body for Professional Development I, II, and III included 53 attending from Washington, 30 attending from British Columbia, Canada, and 8 attending from Oregon.

Professional Development I was held the week of June 23rd, with 26 attending. Completing their first year of certification education were: Cathy Beierle, Judy Booker, Katherine Bremser, Mavis Fey, William E. Gilman, Audrey Henderson, Kathy Johnson, Jacqueline Lorentzen, Cindy McClenathan, Beverly Mickle, Diana Nicolay, Jennifer Olson, Marilyn Petersen, Michael Phelan, M. Jean Potts, Marcia Ray, George Redlich, Kurt Sacha, Norma Schultz, Leslie Shepherd, Trish Sieker, Joann Stover, Barbara Jean Toney, Susan Wilson, Robin Wohlhueter and Della Wyatt.

Held the week of July 7th, Professional Development II was attended by 34. Linda Alvar, Debbie Cook, Esther Daily, Edward (Ted) Dawes, Patrick Durban, Brian Erickson, Marilyn Espenhain, Jackie Fennellow, Douglas Fleming, Gayla Gjertsen, R. Lorraine Goddard, Lynne Goodman, Betty A. Gray, Rob Greno, E. Sharon Hester, Mary Hollis, Patricia Jackson, Terry R. Kirk, Diane LaPierre, Maribeth Lilley, Gary McIntyre, Jackie McNeese, Sue Miller, Betsy Nicholson, Pam Olsen, Jacqueline Parrett, Peggy Reinbold, Doris Schaible, Leslie Ann Smith, Hazel Stratton, Philip Taylor, Diane Underwood, Nancy Wilcox and Loreen Wilson completed year two.

Two weeks later, Professional Development III was attended by 31. Patricia Bailey, Janet R. Banach, Jean Brumbaugh, Margaret Cybulski, Brian Erickson, Gerald Froese, Gayla Gjertsen, Georgina (Jo) Hammerquist, Sherry Hartry, M. Roslyn Hilton, Patricia Hower, Lu Humphrey, Betty Hunt, Patricia Jackson, Terry Kirk, Laura Koenig, Margaret McKee, Jack Mussailem, Carol Lee Neely, Betsy Nicholson, Alan Nygaard, Debra Pentz, Janice Perry, Jean Phye, Julie Posey, Malcolm Shanks, Mavis Smith, Anne St. Amand, Carol St. Amour, Teresa Strong and Diane Thayer completed year three educational requirements.

Five students enjoyed PD II so much they returned two weeks later for PD III! Brian Erickson, Gayla Gjertsen, Patricia Jackson, Terry Kirk and Betsy Nicholson were the hardy souls who took both PD II and III this summer.

In all, 28 persons completed their educational requirements this summer for the designation of Certified Municipal Clerk (CMC).

The Washington Municipal Clerks Association (WMCA) sold now famous "I Survived PD I, II and III" t-shirts and earned enough money to nearly fund a scholarship for one of next year's seminars.

Congratulations to all who attended and thanks to all who helped make this summer's programs successful!

Debbie Symmonds, CMC,
Education/Scholarship Committee Chair

NEW REQUIREMENTS FOR LEGAL PUBLICATIONS

Chapter 469 Laws of 1985 (SB 3800) makes sweeping changes in the requirements for publishing ordinances and other legal notices by cities and towns.

WMCA made repeated attempts to lobby against the passage of Senate Bill No. 3800 and after it passed we urged Governor Gardner to veto the eight sections that financially affected cities and towns. Unfortunately those sections were not vetoed and now we must comply with this new State law.

The new act amends the existing law to require each city and town to publish every ordinance and other legal notices in full text at least once in its official newspaper. The exception to this is publication by summary. There are some exceptions as to what may be summarized and the summary must be carefully drafted. Any matters having to do with taxation, penalties or a legal description of real property cannot be summarized. When a summary is done, a copy of the complete ordinance must be furnished or mailed without cost to persons who request it.

Publication by posting is no longer available as an option.

I have requested the assistance of the Association of Washington Cities in having the law changed to permit cities, at their option, to post or publish by title only rather than publication in full or by summary in the newspaper.

The AWC recommends that each city log its costs of newspaper publications from August 1, 1985 through November 30, 1985. You should also prepare a list of your newspaper publication costs for the same period of 1984. In this way, we can show the legislature the financial effects this requirement is having on all cities and towns, small as well as large.

Your logs should be sent to Marie O'Connell, CMC, City Clerk, City of Bellevue, P. O. Box 90012, Bellevue, WA 98009-9013 by December 6, 1985.

The information will be collated and presented to the legislature through AWC.

We strongly urge that you all participate in this effort. It is through your cooperation and a broad-based response that we can have our wishes heard and acted upon by the legislature. Thank you for your cooperation and support.

Marie K. O'Connell, CMC
WMCA Legislative Committee Chair

"WMCA NEEDS YOU"

ATTENTION!! ALL CITY CLERKS!! In 1988 the City of Spokane and WMCA will host the annual conference of the International Institute of Municipal Clerks. Attendance at the conference should prove to be very rewarding and educational. The opportunity to attend an IIMC conference is rare for most City Clerks because of budget restrictions. Having the conference at home, in our own State, should change that. However, some of you will not attend because you are not members of IIMC, or for that matter, of WMCA. If you are not a member of WMCA, we strongly urge you and your Deputy to become members and to budget funds to attend the WMCA conference in Pasco in 1986. We also urge you to become members of IIMC, if you have not already done so. We are sure you will find the experience of joining our "family" very

worthwhile, both personally and professionally. For information regarding WMCA membership, please contact:

Debbie Symmonds, CMC
WMCA Treasurer
3505 88th Ave. S.E.
Mercer Island, WA 98040
(206) 233-3561

For information regarding IIMC membership, please contact:

Margery Price, CMC
City Clerk
P. O. Box 6108
Kennewick, WA 99336
(509) 586-4181

Make plans to attend your State conferences and the IIMC conference. BECOME MEMBERS!!!

ARE THE MOTIVES OF CLERKS CHANGING

Something seems to have happened on the way to the 1984 PD II class of the Municipal Clerks Certification Course. This applies at least to differences among clerks in motivation over the past three years -- as long as I've been considering it.

As in the past we looked at our own levels of needs for the following: affiliation, the need to communicate and be with others; power, the need to receive recognition and be in a position of control; and achievement, the need for concrete goals in the improvement of one's own work situation.

Clerks have always been significantly (statistically) higher in the need for achievement than power and somewhat lower in need for affiliation than for achievement. The surprising difference between this class and previous ones is the gross change between both their need for power and their need for affiliation. Because of this their need for achievement has been automatically lowered, though it remains the highest.

In the past, responses have been approximately as follows in percentages: need for achievement 55 percent, for affiliation 30 percent, need for power 15 percent. In our PD II class last summer there were 32 students who made a total of 177 responses. The following percentages were: need for achievement 44 percent, for affiliation 18.6 percent, and need for power 37.4 percent.

Without the time (and a statistics book) we were unable to make the necessary calculations to attempt to account for this gross difference. One of our hypotheses was based on the fact that the ratio of males to females appears to be changing. For example, in PD I males comprised 20% of the group; in PD II, 34%; and PD III, 36%. My recollection tells me that traditionally this has not been the case; that generally the ratio of males to females has been lower, particularly for PD II and PD III, than they were last summer. (Are training seminars becoming more appealing to males?)

At any rate, generally speaking females tend to be higher in need for affiliation, while males are higher in need for power. Both males and females, among municipal workers, are high in need for achievement.

Our first hypothesis was that the increased number of males may have contributed to the change in motivational pattern of clerks.

The second hypothesis we had was somewhat more vague, but it certainly deserves consideration. Of the 32 class members, 15 were from Canada. This is such an unusual situation, we concluded it might have some bearing on the outcome.

In the literature generally, comparisons are often made between the need for power and the need for achievement because they get confused since both may lead to outstanding performance. They differ, however, in how they approach their accomplishments. Many great achievers, for example, military leaders and research scientists score high in need for power. One important reason for this is that they must tolerate long periods without any feedback. Typically, high need for achievement persons are unable to do this.

In summary if PD II is a predictive example, and I think it is, clerks are still most concerned about achievement, but now more concerned about power and less concerned about affiliation than in the past.

I hope this is, at least in part, a reflection of the effects of training, because clerks deserve recognition, and with increased skills, they should have greater control in their work situations.

Alma Spithill, Ph.D., Certification Instructor

NEWS NEWS NEWS

Maureen Swaney, Vice President, Oregon Association of Municipal Records, sends her appreciation to the WMCA for their gracious hospitality during the conference in Kelso.

Loretta Schumake, City Clerk for the City of Sumner, has retired.

Mike Saunders, formerly with State Archives, is now the Assistant City Clerk of Seattle.

June Rosentreter, Vancouver Deputy City Clerk, will become the first woman to lead the 23,000-member American Public Works Association. Rosentreter has worked for the city since 1964, when she started as office manager in the Public Works Department. She now is in the Finance and Administration Department, as manager of the Administrative Division and Public Works contract officer.

Jo Ann Hakola, CMC, Clerk-Treasurer of Chehalis, Washington, has been accepted into the Academy for Advanced Education of the IIMC.

FAREWELL

President Linda has kindly asked me to say a few words in my last newsletter.

At the end of September I will be leaving the City of Auburn. I am planning to get married New Year's Eve. Right now, I have no definite plans for work, however, I am giving some consideration to letting my entrepreneurial side lead me to some new adventures.

There have been a lot of positive changes in my life these past few years and I want to not say farewell (I'll be in touch), but rather thank you because each and every one of you gave me something special I will always remember and take with me. For those of you I have not had the opportunity to meet I urge you to get to know your fellow City Clerks; they are a wonderful group of people.

Coralee McConnehey, City Clerk
City of Auburn

Officers

Board Members

Newsletter Editor: Jim Neher, North Bend
Assistant: Coralee McConnehey, Auburn

President
Linda Ruehle, CMC
City Clerk
P. O. Box 1307
Issaquah, WA 98027-1307
(206) 391-1000

Pam Olsen
P. O. Box 385
Brewster, WA 98812
(509) 689-2212

Our Newsletter is published three times a year and mailed to all City Clerks in Washington, and to Presidents of State Associations in IIMC Region IX and District of British Columbia.

First Vice-President
David Grove, CMC
Clerk/Treasurer
540 Water Street
Port Townsend, WA 98368
(206) 385-3333

May Fedric, CMC
170 South Oak
Colville, WA 99114
(509) 684-5094

Second Vice-President
James Neher, CMC
City Administrator
P. O. Box 896
North Bend, WA 98045
(206) 888-1211

Marie O'Connell, CMC
P. O. Box 1768
Bellevue, WA 98009
(206) 455-6805

IN APPRECIATION

On behalf of WMCA, I would like to express sincere appreciation to Coralee McConnehey for all her time and efforts during the past three years in the preparation of our Newsletters. She has done a terrific job and deserves this recognition!

Secretary
Regina Williams, CMC
Clerk/Treasurer
102 W. Ahtanum Rd.
Union Gap, WA 98903
(509) 248-0432

Leslie Smith
P. O. Box 190
Richland, WA 99352
(509) 943-9161

From all of us in WMCA, a special "thanks," Coralee, and may your future be bright... we'll miss you!

Treasurer
Debra Symmonds, CMC
City Clerk
3505 88th Ave. S.E.
Mercer Island, WA 98040
(206) 233-3561

Marilyn Montgomery, CMC
W. 808 Spokane Falls Blvd.
Spokane, WA 99201
(509) 456-3232

Linda Ruehle, WMCA President

Nacelle Heuslein, CMC
514 Delta Avenue
Marysville, WA 98270
(206) 659-8477

Tim McGuire, CMC, Past President
EX-OFFICIO BOARD MEMBER
P. O. Drawer B
Lacey, WA 98503
(206) 491-3210

C A L E N D A R

NOVEMBER 16, 1985
2:00 PM
Region IX Meeting
Sea-Tac Red LionInn
Seattle, WA.

JANUARY 17, 1986
11:00 AM
WMCA Executive Board Mtg.
Ellensburg, WA.

APRIL 17 & 18, 1986
Advanced Academy
Seminar
Red Lion Inn
Pasco, WA.

APRIL 19-21, 1986
WMCA Conference
RedLion Inn
Pasco, WA.

Washington Municipal Clerks Assoc.
NEWSLETTER
4719 Brooklyn Avenue N.E.
Seattle, WA 98105



City Clerk
City of Lacey
P. O. Drawer B
Lacey WA 98503