

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

July 2007

Bob Baker, WMCA Vice President

**NEWLY ELECTED**

**WMCA'S NEWEST BOARD MEMBER**

Congratulations, JoAnne Trudel, City Clerk, City of Bothell. JoAnne is WMCA's newest Executive Board member. Filling an unexpired term (through 2009), JoAnne was appointed to the Board and attended her first Executive Committee meeting on Friday, June 22.

In addition to JoAnne, the following people represent you and are here for you:

Alice Bush	President	City of Lakewood
Ali Spietz	President Elect	City of Mercer Island
Bob Baker	Vice President	City of Newcastle
Betty Garrison	Secretary	City of Roy
Sheryle Wyatt	Treasurer	City of Tumwater

Boardmembers include:

Karen Kuznek-Reese		City of Sequim
Terri Pfister		City of Spokane
JoAnne Giesbrecht		Skagit County
Sarah Ortiz		City of University Place
Kammy Hill		City of Walla Walla
Sandy Byers	Past President	Pierce Transit

**IIMC'S NEWEST REGION IX DIRECTOR – PAM KOLACY**

Many CONGRATS! to our newest Region IX Representative, Pam Kolacy. Former WMCA President and multiple-hat wearer, Pam Kolacy is the City Clerk for the City of Port Townsend. Appointed in 1996, Pam has been an active member of WMCA and IIMC for 11 years.



During her time with WMCA, Pam has served on many committees and chaired the Conference Program, Education/Professional Development Committee, and Awards Committees. Having served as Vice President, President Elect and President, Pam is now the (current) Immediate Past President. She is also WMCA's second Education Coordinator and member of the three-state Northwest Clerks Institute (NCI) Committee which acts as a steering committee for our Certification Institute.

Pam reports a really wonderful part of being President of WMCA was representing the Washington Association at IIMC and at the Alaska, California and Oregon state conferences. Meeting and learning from clerks around our region at their state conferences and clerks around the country at the IIMC conference was an amazing and humbling experience. Building partnerships as well as supporting/enhancing educational and networking opportunities is such

an integral part of being in this profession. To that end, Pam is thrilled to take it to the next level as a regional representative to IIMC.

## GOING AND COMING

### RETIRING OR PROMOTED CLERKS MEANS DOING “THE CLERKING SHUFFLE”

You’ve heard of it, right? You’ve seen it, right? No! It’s not the latest dance craze and you won’t see it being performed in the night clubs around town. In short, the Clerking Shuffle is one where a Clerk accepts a new position, moves on, or retires. Another is hired to take their place, thus creating or continuing a domino effect. THAT’S the Clerking Shuffle.



The cities of Sumner and SeaTac both had big shoes to fill in June as Susan Clary and Judith Cary (respectively) both retired. In addition to establishing some life-long friendships and working to bring about change in our great organization, each of these women brought years of service to their municipalities, the clerking profession and WMCA.

Susan served as WMCA Treasurer and Judith served the association as Secretary. Both are movers and shakers and both show what it means to continually give of themselves at home, at work and in the community.

Terri Berry, former City Clerk of Edgewood has begun her new role as City Clerk at Sumner and Kristina Gregg, former Deputy City Clerk for the City of SeaTac has been promoted and begun her new role as City Clerk. **CONGRATULATIONS TO EACH OF YOU!**

WMCA wishes Susan and Judith well as they step out of the office and into new and exciting ventures! And, we wish Terri and Kristina all the best as they begin serving their municipalities in a new role.

Sandy Byers, WMCA Past President, has been appointed as Pierce Transit’s newest Executive Services Director. She has already begun serving in her new capacity; and, with her promotion comes another promotion. Treva Percival, current Deputy Clerk of the Board, will be appointed to the position of Clerk at their July 9 Regular meeting.

Agnes Bennick, Clerk-Treasurer from the City of Yelm, retired in April, 2007. Agnes served her community well and was also very active in WMCA. She was awarded the 2003 WMCA Clerk of the Year Award and served on the Executive Committee and as Treasurer. Through her diligent efforts, WMCA was granted Non-Profit, 501(c)(3) status from the Internal Revenue Service.

## WE WANT YOU!

### NORTHWEST CLERKS INSTITUTE (NCI) COMMITTEE MEMBERS WANTED



If your passion is education, please consider volunteering for the NCI Committee. NCI stands for Northwest Clerks Institute - in other words, our annual Professional Development classes I, II and III and the MMC Academy. The Committee consists of three members each from Washington, Oregon and Alaska and generally meets by teleconference about once a quarter.

Each state's Education Coordinator is a representative and the two other members are appointed. The Committee works with Institute Director Dema Harris on content, budget, and marketing for the sessions. The group also monitors the contract between WMCA and WSU and will be involved in the next round of contract negotiations in two years. Pending projects include developing a list of speakers for stand-alone Academy sessions. Originally, the representatives were members of the Executive Committee and served for one year; however, however the EC has decided that a longer term commitment makes more sense and that the appointments should be available to all interested members. Please e-mail a letter of interest to President Alice Bush ([abush@cityoflakewood.us](mailto:abush@cityoflakewood.us)) - contact Education Director Pam Kolacy ([pkolacy@cityofpt.us](mailto:pkolacy@cityofpt.us) or 360-379-5045) if you would like more information. Please indicate your interest to President Bush by July 16; there are two positions open on the Committee. The two positions to be filled will serve 3-year staggered terms.

## A CALL FOR MENTORS

*"You can get everything in life you want, if you will just help enough other people get what they want"*

*~Zig Ziglar*

Mentoring is one of the oldest methods of influence; a powerful way to learn various professional skills.

If you are a newly appointed or elected Municipal Clerk and a member of the Washington Municipal Clerks Association (WMCA), the WMCA Mentoring Program may be of interest to you. This program has been designed to assist new clerks who are seeking guidance regarding duties and responsibilities associated with the new positions.



The program also offers experienced clerks an opportunity to assist the newest members of our profession by offering advice and guidance. You will be able to share insight, education and knowledge gained through your years of service, pointing out the "do's" and "don't's" and answering the "whys" along the way.

If interested in becoming a Mentor and sharing your commitment and career experiences; or, if you are interested in becoming a Mentee who needs assistance in developing your career and self-confidence, please contact Jodi Warren, Membership Committee Chair at 425-888-1555 x 24, or [jwarren@ci.snoqualmie.wa.us](mailto:jwarren@ci.snoqualmie.wa.us).

## KEEP UPDATED – LEGISLATIVELY SPEAKING

### WMCA LEGISLATIVE COMMITTEE CO-CHAIRS ATTEND INFORMATIONAL SESSIONS AT RECENT AWC CONFERENCE

Legislative Committee Co-Chairs Sandy Paul (City of Pacific) and Myrna Basich (City of Bellevue) attended the General Government Operations session at the AWC Conference this month. Sandy reports the following items of interest to our members:

In brief, here are the strides made in the General Government Operations Committee in the 2007 Legislature:

Telecommunications is complicated and it's broad and AWC is "on it." Expect more debate. Also expect that cities will be able to protect themselves. Talk to your legislators now, before the next legislative session begins.

The latest on public records was that Rob McKenna, Washington State Attorney General, would like to see some 300 exemptions to public disclosure rules removed including the removal of names, addresses, and private information about children. The legislature said "no" to that one and many others. Mr. McKenna seems to not want to rest until all the exemptions are removed, and he is fueled by the newspapers. Some of those exemptions, if removed, could cause serious harm to individuals at the expense of the public's right to know.

This one is big! The AG is expected to offer a bill during the next legislative session that would require audio taping of Executive Sessions. The notion is that the Auditor could audit to assure that those provisions of the Open Meetings Act were handled properly and/or a Court could require the tapes in order to ensure legal issues are properly addressed and handled.

The bill that would require the posting of all agendas, ordinances, rules, resolutions, all of everything, including minutes within 5 days died a slow death in all of its iterations. Expect its resurrection in early 2008.

A random group will be chosen to review Initiatives that get enough signatures to be placed on the ballot and will be responsible for writing pro and con statements that are more meaningful to voters than those composed by interest groups.

Buyers and sellers of scrap metal must now comply with laws something like those with which pawn brokers must comply.

The Utilities and Transportation Commission sponsored a law passed in the legislature that created state pipeline safety to mirror that of the federal government.

Collective bargaining agreements may now be negotiated to extend over a 6-year period.

## **WMCA NEWS IN GENERAL**

### **NCI ATTENDANCE NUMBERS**

If you've attended Professional Development classes over the years, you well know the education, insight, and networking experiences are invaluable. NCI Director Dema Harris works hard throughout the year to ensure all attendees receive outstanding opportunities for personal and professional growth. Now that the courses have concluded for Summer 2007, we know that 38 people attended PD I; 36 attended PD II, 32 attended PD III, and 42 attended the Master Municipal Clerks Academy (a/k/a PD IV).

### **REPORT FROM A PD II ATTENDEE – LINDA HAMMONS, SKAGIT COUNTY**

Linda Hammons, Deputy Clerk of the Board for Skagit County had the opportunity to attend PD II which began on June 10. In light of initial trepidation due to being out her element in certain situations, Linda was advised by her boss, JoAnne Geisbrecht, to bring a few little extra niceties from home such as a pillow and personal towels.

Linda was absolutely and pleasantly surprised to enjoy the experience including “training...that was really intense...and the instructors really did a good job of fitting the topics to our work situations.” Staying on campus (with those extra niceties) allowed Linda to stay focused on the training and networking opportunities.

The Deputy Clerk reported this was the “one of the best” training sessions she’s ever attended. Most importantly, it made her realize she had stepped into a career – not just a job. The career has opened her eyes to just how much responsibility employees take on for each of our municipalities.

Best wishes to you in your new-found career, Linda.

### **FIRST QUARTER (2007) AUDIT REPORT**



At its June 22 meeting, the Executive Committee accepted the reported results of the January 1 - April 30, 2007 financial audit by the Audit Committee which found the financial records to be in good order and accurately representing the financial position of the Washington Municipal Clerks Association. The Audit Committee's report noted that "Treasurer Wyatt's attention to detail, organization and consistency allowed the audit process to be conducted in a timely and efficient manner." Thank you, Sheryle, for keeping our books in order!

### **CLERK OF THE YEAR AWARD**

It's never too early to start thinking about who you will nominate for Clerk of the Year. This is a reminder that the Call for Nominations will occur in September, so start thinking about your nominee. Does he or she stand out above the rest? Have they done something that makes them, their municipality or WMCA shine? Check out more information about the award at <http://www.wmcaclerks.org/Policies>. You'll also be able to see a complete list of past Award recipients as well as Award winners for the President's Award of Distinction.

### **CARD OF THANKS**

As a testament to how wonderful Region IX members are, outgoing Region IX Director Sheri Pierce has sent a card of thanks for the gift presented to her at the recent IIMC Conference in New Orleans. Sheri was cited for her outstanding service for the past three years. Her card reads, "My Dear Friends at WMCA, Thank you so much for the beautiful gift. I will treasure it always, just as I will hold in my heart the friends I have made. I look forward to coming to your conferences and Academy in the future just as a "City Clerk." Wow, that will be fun!! Thank you again for all your support over the years! WMCA ROCKS!! Love, Sheri Pierce."

### **PULL OUT YOUR CALENDAR**

#### **FALL ACADEMY IS COMING – SAVE THE DATE**

WMCA's Fall MMC Academy will be held Friday, October 26, at the Coast Wenatchee Center. If you need a room, you're in luck! A block of rooms has been reserved for Thursday night, October 25. Rates are \$60 for a single; and \$80 for a double (plus tax). You will earn 3

educational points toward your CMC or MMC designation by completing this IIMC-sanctioned session.

**“EMBRACING UNITY” IS CHOSEN AS THEME FOR 2008 CONFERENCE**

**Advanced Academy – Tuesday, March 18, 2008**

**Conference – March 19, 20, 21, 2008**

The theme chosen for the 2008 WMCA Conference is "Embracing Unity." We are able to embrace unity through communication, teamwork and appreciation of the diversity we each bring in strengthening our profession.



Good progress is being made in planning for the conference and developing the educational programs. You will be more informed in coming editions of this Monthly Report.

**WMCA 2009 CONFERENCE – SAVE THE DATES**

As you look to the future and begin the budget process, save the following dates:

**Advanced Academy – Tuesday, March 17, 2009**

**Conference – March 18, 19, 20, 2009**

While it's too early to announce the theme for the WMCA Annual Conference of 2009, we certainly know the dates and the place. At their June 22 Executive Board meeting, the Board voted unanimously to hold the 2009 Conference at the Quinault Beach Resort and Casino in Ocean Shores, WA. Stay tuned for more information.

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