

NOTE: Links may not work in archived newsletters.

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

NOVEMBER 2007

By Betty Garrison, Secretary

BREAKING NEWS FROM YOUR EXECUTIVE COMMITTEE

WMCA membership has increased to 302 paid members!!
The budget balance sheet shows WMCA as financially sound.

The Executive Committee approved the revised and improved Scholarship application forms and guidelines as recommended by the Scholarship Committee. The new forms will be made available on the website.

The Executive Committee endorsed the recommendations of the Elections and Bylaws Committees to submit a proposed Bylaws amendment before the general membership. The proposed amendment to the Bylaws would institute term limits for the Board Member positions. The Executive Committee determined that a pro and con statement will be prepared by the Elections and Bylaws Committees for the membership prior to the annual business meeting. The Executive Committee discussed at length the matter of the Executive Committee endorsing IIMC candidates running for office, and it was the Executive Committee's position that it should not endorse candidates on behalf of membership. However, if the candidate(s) was from Region IX, the Executive Committee's might consider endorsement of the candidate(s). The Executive Committee determined that the IIMC newsletter, IIMC website and Region IX publications were the avenues where IIMC candidate statements could be publicized to the membership. Should a candidate(s) wish to attend a WMCA conference and want to address the membership, the Executive Committee determined that the Region IX Directors could consider providing the candidate(s) with time to do so during their scheduled Region IX meeting time.

FALL ACADEMY

The Fall Academy Session was held at the Coast Wenatchee Hotel on October 26, 2007. The session was titled Responsive Management: Core Competencies and was presented by Richard Baron. 70 members participated in the session; there were multiple times set aside for interaction and it was a wonderful time for networking with fellow clerks.

CONGRATULATIONS

- Irene Mock, City of Lynnwood on your appointment to a board position on the Executive Committee. Irene was appointed to fill a vacant unexpired term through March 2009.
- Gina Anderson, City of Woodland on achieving your CMC!
- Linda Hynd, City of Edmonds on your CMC recertification!
- Molly Towslee, City of Gig Harbor on achieving your MMC!
- Randy Reed, on your new position as Deputy City Clerk for the City of Issaquah.

CALL FOR CANDIDATES

NOTE: Links may not work in archived newsletters.

By this notice, the Elections Committee announces the annual call for candidates to fill officer and board positions on the WMCA Executive Committee. The positions available for election and their terms are as follows: President-Elect - 1 yr; Vice President - 1 yr; Secretary - 2 yrs.; two Board Members - 3 yrs. Job Descriptions for these positions can be found on the WMCA Homepage under the Executive Committee tab on the sidebar.

Service in these positions is a wonderful way to fill service requirements for IIMC certifications and a fun way to be involved in the educational, planning and advocacy activities of the Washington Municipal Clerks Association. If you would like to participate and stand for election to one of these positions, please submit the following items:

(1) Complete the attached **Declaration of Candidacy**. If you wish to create your own form, it must have the following language—" I declare myself as a candidate for the office of _____ . I also declare that I am an active WMCA member in good standing. I request that my name be printed on the official ballot for election. Attached is a letter of support from my (mayor, city or county administrator, or city manager), with a candidate photo and candidate statement which I authorize for use in the election process." A declaration with original signature is required.

(2) Prepare and transmit a **Candidate Statement**. The statement must be no more than 200 words in length including the candidate's name, title, place of employment and a statement of why election to office is sought. All words of more than one letter, all groups of numbers, and abbreviations or acronyms will be counted as one word. A statement in MS Word or via email is encouraged.

(3) Provide a **Candidate Photo**. A (2"x2") black and white or color photo of the candidate must be provided. Digital photos are encouraged. Photos will not be returned, but will be forwarded to the Communications Committee for use in the April edition of the Executive Committee Monthly Report introducing the new Executive Committee.

(4) Send a signed **Letter of Support**. A letter to the Association signed by the candidate's mayor, city or county administrator or manager supporting the candidacy and the candidate's increased involvement in WMCA. A letter of support with original signature is required.

The above application materials must be received by the Elections Committee no later than Monday, December 31, 2007. An electronic copy of all the above is welcome, however, *signed originals of the Declaration of Candidacy and the Letter of Support must be provided in hard copy and received by Monday, December 31, 2007.* Submit the candidate packet to the following: Harwood Edvalson, City Clerk, PO Box 7380, Bonney Lake, WA 98391-0944. Email address: edvalsonw@ci.bonney-lake.wa.us Phone: (253) 447-4310.

DECLARATION OF CANDIDACY

I, _____, declare myself a candidate for the
(Your Name)

_____ Position.
(President-Elect, Vice-President, Secretary, or Board Member)

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I also declare that I am an active WMCA member in good standing. I request that my name be printed on the official ballot for election. Attached is a *Letter of Support* from my (circle one) mayor, city or county administrator, or city manager; with a *Candidate Photo* and *Candidate Statement* which I authorize for use in the election process.

(Candidate
Signature)

(Date)

Send Declaration of Candidacy with original signature and other required materials to:

Harwood Edvalson, City Clerk
City of Bonney Lake
31, 2007!!
PO Box 7380
Bonney Lake, WA 98391-0944

MUST BE RECEIVED BY DECEMBER

2007 – 2008 WMCA Elections Committee

CLERK OF THE YEAR NOMINATIONS

Remember to make your nominations for Clerk of the Year! The call for nominations went out in September. Nominate someone who stands out as having made a special contribution to their Municipality or WMCA. More information about the award is available on the website at <http://www.wmcaclerks.org> under WMCA Policies. You will also be able to see a complete list of past Clerk of the Year Award recipients under Miscellaneous.

WANTED: MAJOR SPONSORS and VENDORS

Conference Planning for 2008 has been underway, thanks to the 20 eager Planning Committee members working in various Subcommittees -- from name tags/meal tickets to staffing the registration table to seeking donations/vendors.

The Committee is seeking potential vendors and sponsors at the WMCA 2008 Conference in Wenatchee that may offer information and services to provide efficiencies you can take back to your municipality. While the Planning Committee's goal is to offer our members another worthwhile and top-notch event with a good line-up of training sessions, networking, teambuilding activities, and closing with an excellent keynote speaker, it will only be successful with a good line-up of vendors and sponsors.

For vendor booths, please email Irene Mock at imock@ci.lynnwood.wa.us and for donations/sponsorships, please email joanne.trudel@ci.bothell.wa.us and they will make sure to send the vendor or donation information packets and coordinate any follow-up that is needed. President Alice has solicited two donations for conference bags and binders.

SILENT & LIVE AUCTION RAFFLE ITEMS

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Remember there will be a Silent Auction and a Live Auction at the Conference in March. Start now planning what items you can bring to include. Proceeds help fund scholarships for members who might otherwise not be able to attend conference or other Professional Development Programs.

SCHOLARSHIP APPLICATIONS

You can find information about the three types of WMCA scholarships on the WMCA website (www.WMCAclerks.org). The deadline for Conference Scholarship Applications is December 20, 2007. The deadline for Applications for the Northwest Clerks Institute is February 15, 2007. The Marge Price Scholarship can be applied for at any time and is specifically for Clerks working towards their MMC. Applications will be considered on a first received basis.

REPORT FROM THE WMCA LEGISLATIVE COMMITTEE

This is an abbreviated report of items of interest to our membership. You can read the full committee report at: [Sheryle please post and then fill in the link].

Taping Executive Sessions: A bill is being advanced that would require local governments to tape all executive sessions. Concerns about this bill include the cost to cities of defending the privacy of these tapes in court and managing additional public records requests.

Public Records Exemption Committee: SB 5435 created a 13 member committee to review all exemptions to the Public Records Act. Only one appointed member represents City or County government. Three representatives have direct or indirect ties to the media. Topics for public testimony and debate on October 16 included Legislative Exemptions to the Public Records Act and Applications for Public Employment. Check out www.sunshinecommittee.com for information.

Performance Audits of ten largest cities' public disclosure management: A report from the State Auditor's office is scheduled to be released late this fall regarding the recently completed performance audits on public disclosure processes and compliance with the Attorney General's model rules for Washington's ten largest cities.

Sandy Paul and Myrna Basich, Legislative Committee co-chairs, will be participating on the AWC Legislative Committee, which will be meeting soon to initiate discussions of AWC priorities for the coming legislative session.

**HAPPY THANKSGIVING TO ALL OF YOU. MAY YOU ALWAYS BE SURROUNDED
WITH REASONS TO CELEBRATE THANKSGIVING.**