

Editor, Bonnie Wilkins, City of Des Moines



Executive Committee

President

Dee Roberts

President Elect

Virginia Olsen

Vice President

Paula Swisher

Secretary

Elizabeth Adkisson

Treasurer

Gina Anderson

Board

Members

Jill Boltz

Shawn Campbell

Melissa Collins

Susan Duncan

Debbie Jermann

Kay Kammer

Past President

Shannon Corin

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

Dee Roberts, MMC

Another month has slipped away and now we watch as the kids head back to school, we start gearing up for fall and the much dreaded budget season.

Speaking of fall I hope that everyone has had a chance to check out WMCA's Fall Mini Conference. It will be held in Pasco on October 5th and 6th. On October 5th Anne Uecker, City Clerk for the City of St. Francis, Wisconsin will be leading the Athenian Dialogue for the book: *The Forgotten 500: The Untold Story of the Men Who Risked All for the Greatest Rescue Mission of World War II* by Gregory A. Freeman. If you have never attended an Athenian Dialogue I highly recommend it. You will be pleasantly surprised how much you will learn in a very relaxed setting.

On October 6th Tonia Sugarman, Director of Education at AWC, will be presenting an all-day Academy session on *"The Five Practices of Exemplary Leadership"*. Tonia is a highly sought after instructor/presenter and this will be a great one day learning event. For more information please go to the WMCA website!

Just for the heck of it I decided to google "what is a municipal clerk" and I was very intrigued by what I found. I thought I would share it with you:

Municipal Clerk

From Wikipedia, the free encyclopedia

A clerk is a senior official of many [municipal governments](#) in the English-speaking world. In some communities, the position is elected, but in many others, the clerk is appointed to their post. In almost all cases, the actual title of the clerk reflects the type of municipality he or she works for, thus, instead of simply being known as the clerk, the position is generally referred to as the town clerk, township clerk, city clerk, village clerk, borough clerk, board secretary, or county clerk. Other titles also exist. The office has existed for centuries, though in some places it is now being merged with other positions.

The duties of a municipal clerk vary even more than their titles. Particularly in the United States, it is difficult to fully describe a clerk's duties, because there are hundreds of different jobs a clerk may fulfill. In some U.S. states, there are provisions in the state constitutions delineating the clerk's duties, but in other states, each municipality decides for itself what role the clerk plays, or even, if there need be a clerk at all.

Continued on Page 2

ON THE INSIDE...

Fall Mini Conference	Page 2
Clerk of the Month	Page 4
Fundraising	Page 5
Legislative Committee	Page 7
Membership News	Page 7

PRESIDENT'S MESSAGE CONTINUED

History

The origins of the position of "clerk" are unclear. In *ancient Greece* there were secretaries for each *polis* who read official documents publicly and at the opening of a meeting read public *curses*. The early keepers of the archives were often called *remembrancers*, and before writing came into use, their memory was public record. When the early colonists came to America, one of the first offices established was that of clerk. The colony at Plymouth appointed a person to act as a recorder.

United States

In the *United States*, the clerk often serves as the official keeper of the municipal records, and as such, is sometimes described as the "historian" of the community. Sometimes the Clerk's Office is limited to just presenting the *agenda* and *minutes* for the legislative and committee meetings. Official meetings of municipalities can become a serious chore as the activity in the town increases with a larger population. The task of assembling the agenda packets with supporting documents can take several days for a single meeting. It becomes more complicated due to the input and iterative modification by numerous departments and agencies, both within and external to the organization. Software applications that can easily assemble agendas, minutes, and even automatically transcribe the meetings are now becoming more common. Often, these agendas and meeting minutes are downloadable by interested citizens by accessing the organization's website.

I always knew we were a very special group!

As I sign off for another month please hold the City of Houston, Texas in your heart as they struggle through such unimaginable tragedy and if any of you have friends or family there, they are in my prayers.



Be *fearless* in the pursuit
of what sets your soul on *fire*

2017 FALL MINI CONFERENCE

Come and join us for the 2017 Fall Mini Conference! It's a great opportunity for professional development, to earn points toward your CMC or MMC, and to catch up with friends and colleagues! Go to www.wmcaclerks.org/2017miniconference for information and to register.

ACADEMY SESSION

Friday, October 6, 2017 | 8:30 am – 4:30 pm

Join Tonia Sugarman, Director of Education at AWC as she presents an all-day Academy session on "*The Five Practices of Exemplary Leadership*." Leadership is not about personality; it's about behavior—an observable set of skills and abilities. If you're looking to polish your leadership skills and learn how to mobilize others to want to get extraordinary things done, this interactive workshop is designed for you!



The 5 practices and 10 commitments help anybody become a more effective leadership by practicing real leadership skills. Via The Leadership Challenge:

"The Leadership Challenge is about how leaders mobilize others to want to get extraordinary things done in organizations. It's about the practices leaders use to transform values into actions, visions into realities, obstacles into innovations, separateness into solidarity, and risks into rewards. It's about leadership that creates the climate in which people turn challenging opportunities into remarkable success."



Continued on page 3

2017 FALL MINI CONFERENCE CONTINUED



Participants will:

- Learn the five practices of exemplary leadership
- Conduct a leadership self-assessment
- Create a personalized a leadership mastery plan
- Receive practical tools and tips for effective leadership

The Academy Session has been approved for three CMC or three MMC education points by IIMC through the Northwest Clerks Institute upon completion of KTAP.

ATHENIAN DIALOGUE

Thursday, October 5, 2017 | 8:30 am – 4:30 pm

Anne Uecker, City Clerk, City of St. Francis, Wisconsin will be facilitation the Dialogue on the book, *The Forgotten 500: The Untold Story of the Men Who Risked All for the Greatest Rescue Mission of World War II* by Gregory A. Freeman. This class is limited to 35 people, **only 2 spots remain!**

HOTEL RESERVATIONS

If you haven't made your hotel reservation yet, do it today! **The room block at the Red Lion Pasco is only secured until September 13, 2017!** You can make reservations online by [clicking here](#).

MEET & GREET

Thursday, October 5, 2017 | 6:00 pm



This year, the Membership Committee is hosting a Pool Party Thursday evening during the Mini Conference. This will give everyone an opportunity to get to know each other or catch up with old friends!

We will be meeting pool side at the Red Lion Inn at 6:00 pm on October 5th. We will have lawn games, light snacks, and prizes!! Hope to see you there!

THINGS TO KNOW:

- If you are staying at the hotel, breakfast is included! WMCA will not be providing breakfast for attendees
- We will be providing coffee until noon for both the Athenian and Academy. If you need more caffeine in the afternoon there is a coffee stand outside the hotel in the parking lot
- Thursday we will be having box lunches and Friday will be a buffet
- Be sure to bring a sweater or coat, the meeting room temperatures vary



FEATURED CLERK

Rachel Carl, CMC Ocean Shores, City Clerk

Rachel Carl has been working for the City of Ocean Shores since 2003. Located on the Point Brown peninsula on the Washington coast, Ocean Shores is a city of 12 and a half square miles, with a population of approximately 5,700 people.

Rachel first worked for the city part-time in the summer during college, posting shut-off notices. In her second summer, she worked in the Building Department for the city planner in the engineering department and was brought back each summer.



With Sister-In-Law Jennie

Having always been a “government nerd”, Rachel really enjoyed working in local government and serving her neighbors, so after graduation from Northwest University in 2006, she stayed on full-time in the Public Works Department for grant management on an LID project. In 2012, the Clerk position opened and Rachel was appointed the City Clerk in 2013.

Rachel obtained her CMC in 2015 and is just over half way toward earning her MMC. She attended the Professional Development program beginning in 2013 and has really benefitted from the networking and camaraderie with her classmates, especially on rough days when she wonders if anyone else really understands what she’s going through. She says she knows she can reach out to her group and someone will completely understand. She stated she really enjoyed PD IV in 2016 as well as the first WMCA Athenian Dialogue, facilitated by Mary Lynne Strata, City Clerk for Bryan, Texas.

She has been active in WMCA since her first year as a clerk and has served on the Awards, Scholarship, Newsletter, and Education committees. She is also involved in her church, helping with the children’s ministry and is the coordinator for the Operation Christmas Child program. She also occasionally helps with different events held in the community.

On a personal level, Rachel is not married but has two cats. Her parents reside in Nebraska where she just attended her brother’s wedding, and her brother and his wife live in Washington. She enjoys reading and working on her genealogy and loves to travel and plan trips to where her family came from to visit the houses where they have lived, and cemeteries where ancestors are located. Rachel would really like to do a trip to Calabria in southern Italy as well as Ireland. She also enjoys scrapbooking, knitting, and collecting old pictures. Rachel enjoys watching the Seahawks and Mariners and is a devoted Mariner follower.



“Tanking” down the Calamus River in Nebraska

Rachel said she really loves WMCA and how welcoming and accepting the group is. She attended her first conference as a new clerk after two short months on the job and everyone was and is very helpful and it feels like a family.

Thanks for letting us get to know you, Rachel!



Grandma Dolores attending her first Mariner’s Game

2017-2018 FUNDRAISING

WMCA 2017/2018 Fundraising Advance Purchase Sales

Choose between a ¼ Zip Sweatshirt or Sport-Wick Stretch ½ Zip Pullover

Sweatshirts are available in five colors and sizes small, medium, large, x-large, xx-large, and xxx-large. The sweatshirts are \$35/each and available for pickup at the Annual Spring WMCA Conference, March 2018 in Pasco WA. **See page 5 for color choices.**

Sport-Wick pullover are available in five colors and sizes small, medium, large, x-large, xx-large, and xxx-large. The pullovers are \$42/each and available for pickup at the Annual Spring WMCA Conference, March 2018 in Pasco WA. **See page 5 for color choices.**

Item	Color	Size	Quantity	Price

Name: _____

Municipality: _____

Mailing Address: _____

E-Mail: _____

Phone Number: _____

Payment in advance can be made payable to WMCA, and mailed to:

Debbie Jermann
C-TRAN
PO Box 2529
Vancouver, WA 98668
360-906-7303
debbiej@c-tran.org



If you are not attending the conference and wish to have your item shipped to you, please include \$5.00 for shipping/handling.

2017-2018 FUNDRAISING

WMCA APPAREL – PRE-SALE ORDERS!

Jerzees Nublend ¼ Zip Sweatshirt

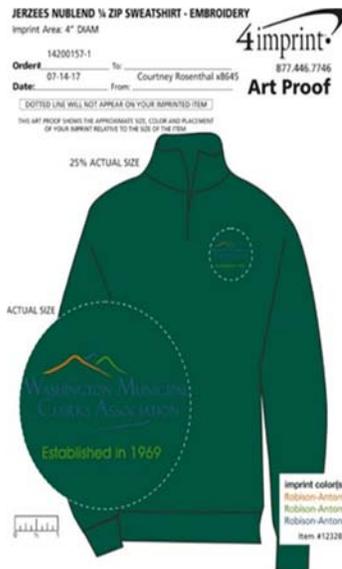
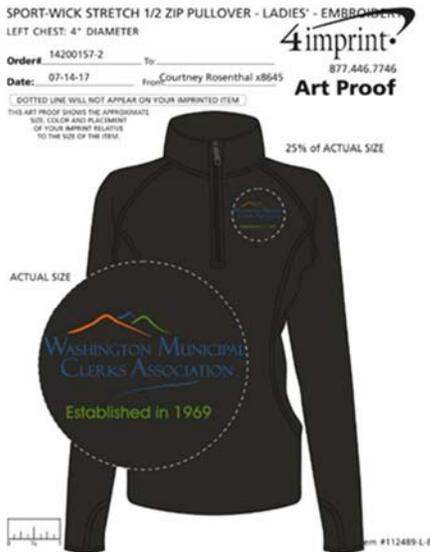
Sizes: Small, Medium, Large, X-Large, XX-Large, XXX-Large
\$35/each

Sports Wick Stretch ½ Zip Pullover – Ladies

Sizes: Small, Medium, Large, X-Large, XX-Large, XXX-Large
\$42/each

Both styles in all sizes will be available to try on at the Fall Mini-Conference. Orders can also be placed by contacting:

Debbie Jermann, MMC
c/o C-TRAN
PO Box 2529
Vancouver, WA 98668
debbiej@c-tran.org
360-906-7303



LEGISLATIVE COMMITTEE

Legislative Committee Co-Chairs Debbie Burke (Normandy Park) and Tisha Gieser (Issaquah) attended the AWC Legislative Priorities Committee meeting held at the SeaTac Airport on July 27th.

AWC legislative staff (Dave Williams , Victoria Lincoln, Candice Bock, Jane Wall and Carl Schroeder) shared pros and cons to cities as a result of legislation passed during the 2017 session within the following five categories: Public Records, Local Infrastructure, Local Authority, Homelessness/Housing/Human Services, and City-State Partnerships. Information on these priority outcomes is available in AWC's Aug. 15 Session Recap (<https://www.awcnet.org/portals/0/documents/legislative/bulletin/2017/081517.html>).

Josh Weiss, Director of Policy and Legislative Relations and General Counsel for the Washington State Association of Counties, provided an overview of the counties' perspective of the legislative session. Josh also highlighted the positive partnerships between city and county perspectives on legislation.

Senators Kuderer and Wellman provided a presentation on the concept and benefits of establishing a State Infrastructure Bank. This concept has been presented to the legislature in the past and they plan to bring it back for discussion in the future. At least a half a dozen other states are considering this option in addition to North Dakota, which already has one established.

Lastly, Committee Chair Mayor Pat Johnson (City of Buckley) facilitated discussions with staff and committee members to develop an initial list of priority issues for the 2018 Legislative session and a separate list of issues to prioritize in future sessions.

The Committee will make a formal recommendation on legislative priorities at the September meeting, which will then be forwarded to the AWC Board for consideration.



MEMBERSHIP NEWS

WMCA and our Membership Committee would like to welcome our newest members:

Karen Milham, Franklin County

Jessica Nappi, City of Fircrest

Jamie Ogg, City of Shelton

Gina Pfister, City of Mill Creek

Karen Westberg, Spokane County, Regional Criminal Justice

**CONGRATULATIONS TO OUR NEWEST CERTIFIED
MUNICIPAL CLERK:**

Joanna Sanders, MMC

MMC

Published by Clerks for Clerks!

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