

IIMC – REGION VIII MEETING

May 20, 2009

Hilton Palmer House

PDR9, Third Floor

Chicago, Illinois

I. Call to Order

The IIMC Region VIII meeting was called to order at 11:45 a.m., in the Hilton Palmer House, PDR9, Third Floor, Chicago, Illinois.

Present:

Sherry Aguilar, Surprise, AZ
Vanessa Bueras, Maricopa, AZ
Sue Lamblack, Goodyear, AZ
Ina Wintrich, Arizona Institute Director

Debra Owen, Sioux Falls, SD
Tamara Jorgensen, Sioux Falls, SD

Cheryl Aragon, Greeley, CO
Laura Bauer, Commerce City, CO
Kerry Bush, Englewood, CO
Debra Kemp, Grand Junction, CO
Wanda Krajicek, Ft. Collins, CO
Susan Phillips, Greenwood Village, CO
Amy Phillips, Durango, CO
Nancy Varra, Louisville, CO
Nancy Vincent, Thornton, CO
Becky Walker, Canon City, CO
Kathryn Young, Colorado Springs, CO
Stephanie Kalas, Moscow, ID
Mary Kay Bennett, Shoshone City, ID
Kari Kuchmak, Lewiston, ID

Connie Jo Beck, St. Paul, NE
Buster Brown, Omaha, NE
Dolores Costanzo, Ralston, NE
Bonnie Doremus, Shelton, NE
Janet Greenwalt, St. Paul, NE
Sue Murray Lee, South Sioux City, NE
Cathy Lupomech, LaVista, NE
Donna Roberts, Ralston, NE

Beverly Bridges, Las Vegas, NV
Theresa Finley, Reno, NV
LuAnn Holmes, Las Vegas, NV
Monica Simmons, Henderson, NV
Stacey Brownfield, Henderson, NV
Andina Cox, Henderson, NV

Irma Devine, Ruidoso, NM
Carol Ann Hogue, Lovington, NM
Rhonda Jones, Lovington, NM
Esther Martinez, Las Cruces, NM

Anne O'Brien, SLC, UT
MaryKate Christensen, Brigham, UT
Gay Cragun, St. George, UT
Nancy Dean, Clearfield, UT
Fionnuala Kofoed, Eagle Mt., UT
Dana Pollard, South Ogden City, UT
Kimberly Robinson, Spanish Fork, UT
Donna Weaver, Orem, UT

Marla Brown, Rawlins, WY
Karen Grudice, Chugwater, WY
Cate Candack, Pine Bluffs, WY
Susan Morris-Jones, Laramie, WY

II. Introductions

Monica Simmons, City of Henderson City Clerk, introduced herself and welcomed everyone in attendance.

III. Approval of Minutes – May 15, 2007

(Motion) A motion and second was made to approve the May 15, 2007, minutes as presented.

I. Business

A. Introduction of Incoming IIMC Region VIII Director

Stephanie Kalasz, introduced Debra Owen, City Clerk of Sioux Falls, South Dakota, as the incoming IIMC Region VIII Director.

B. Update on IIMC

Ms. Simmons reported that they held a strategic planning session on Sunday regarding results from the membership survey. The key result action areas for IIMC included the following: how to improve membership, maintaining strong finances, communication technology, board development, and education. She noted that the board has been developing an action plan to respond to the survey results.

Ms. Kalasz reported that she is serving on a small cities task force which will focus on surveying the smaller cities with less than 1,500 people. They want to determine how IIMC can best serve these communities due to their limited resources.

Ina Wintrich, Arizona Institute Director, provided a report on the colloquium.

2010 Region VIII Conference

Ms. Simmons gave a brief overview of the 2010 IIMC Conference to be held in Reno, Nevada. She thanked New Mexico, Arizona, and Wyoming for their financial contributions.

Beverly Bridges, City of Las Vegas City Clerk, asked Region VIII members to pick up a folder that contains fliers, committee member contacts, and raffle tickets. She reviewed prize packages and noted that raffle items include iPods, Dell laptop and laser printer, and gift cards. Monetary donations from cities, states, and counties are greatly appreciated.

In the effort of “Going Green,” members were asked to bring a previous convention bag to the IIMC 2010 Conference. Prizes will be awarded for the ugliest, oldest, and farthest traveled bag. It was also recommended to bring extra bags for new members.

It would be helpful for states to provide stuffers for the bags. Ms. Bridges asked each city to provide a list of three vendors that can be contacted to participate in the conference.

Stacey Brownfield, representing Henderson, Nevada, provided an update on the registration hospitality committee and asked for volunteers; Theresa Finley, representing Reno, Nevada, provided an update on events scheduled for the conference; and LuAnn Holmes, representing Las Vegas, Nevada, provided update on the education committee.

Ms. Simmons recognized Sue Lamblack, representing Arizona, for her experience and help regarding the opening ceremonies.

**C. 2007 Region VIII Conference – Snowmass Village, Colorado
November 13-16, 2007**

Ms. Simmons congratulated Colorado for a great conference.

D. 2008 Region VIII Conference – Tucson, Arizona

Ms. Simmons congratulated Arizona for their outstanding conference.

II. Report from State Presidents

ARIZONA – Sherry Aguilar (Surprise, Arizona) reported:

- 168 active members including retirees
- Working hard on education committee;
- Attempting to condense training sessions, such as splitting up the Institute and Academy, which will help accommodate participants in smaller cities
- Condense election training to one day to be held in Maricopa County Election Facility for free, which cut down registration costs from \$135.00 to \$60.00

COLORADO – Kathryn Young (Colorado Springs) reported:

- 329 active members
- Institute Director awarded the 2009 Director of the Year
- Debbie will be retiring as Institute Director this year, and they are in the process of negotiating for a new Director
- Updating their website
- Updating bylaws and policy handbook
- Active partnership with state archivist in terms of records management;
- Donated money to a committee for an electronic notification system throughout the state of Colorado to allow clerks to access information, records, and documents state-wide
- Institute in July, Masters academy in September
- Colorado committed to having conference schedules for next year

IDAHO – Mary Kay Bennett (Shoshone City) reported:

- Working towards getting conference running in September

NEBRASKA – Barb Whitley, reported:

- Nebraska Institute and Academy were held March 16th and 20th, with 24 first-year clerks, 29 second-year clerks, 27 third-year clerks, and 126 academy attendees
- \$11,146.00 in scholarship funds were awarded to 46 clerks
- 91 clerks have their CMC and 32 of those have their MMC
- Recently reviewed records retention schedules

NEVADA – Beverly Bridges (Las Vegas) reported:

- Concentrating on fundraising efforts for 2010 Reno-Tahoe Conference
- Several new clerks joined the City of Las Vegas and will attend the institute in July to earn CMCs
- Monica Simmons earned her MMC
- Sabrina Mercadante and Stacey Brownfield earned CMCs
- Making a donation to the MCEF Foundation

NEW MEXICO – Esther Martinez (Las Cruces) reported:

- Association election committee worked for several months reviewing the municipal election code to proposed legislative changes
- State legislature signed the bill into law
- Held supplemental certification training prior to spring conference to assist clerks to earn additional points towards CMC or MMC - 31 attendees
- Board of Directors and membership for New Mexico approved monetary contributions for Municipal Clerks' Education Foundation of \$500.00;
- Board of Directors and membership approved \$1,500.00 to the Nevada Clerk's Association for hosting the 2010 conference
- Donated items for silent auction
- Organized several fundraising events to support clerks to attend trainings
- Annual banquet held on April 23rd and presented Clerk of the Year Award
- Approximately 150 active members

SOUTH DAKOTA – Debra Owen (Sioux Falls) reported:

- Two individuals in Sioux Falls have obtained CMCs

UTAH – Donna Weaver (Orem) reported:

- Coordinating roving classes for elections; spring conference last month
- Student academy is scheduled for July
- Changed bylaws so change of office will take place during institute and academy
- Starting a mentoring program this year - asked for information from other states who have mentoring programs

WYOMING – Marla Brown (Rawlins) reported:

- Five CMCs obtained this year
- Thanked all neighboring states to allow Wyoming clerks to attend state conferences, institutes, and academies
- Marla Brown obtained MMC this year
- 140 active members
- Trying to get more clerks actively involved in IIMC
- Developed a mission statement and identified goals for future vision
- Board needs to make a strong statement regarding code of ethics
- Going to amend bylaws to include election of officers during winter conference
- Excited to build partnership with Wyoming Association of Municipalities

III. Other Comments

Ms. Kalasz reminded everyone of the Region VIII dinner tonight at Miller's Pub.

IV. Adjournment

There being no further business to be discussed, the meeting adjourned at 12:09 p.m.

Respectfully submitted,

Tedie Jackson,
Minutes Clerk
City of Henderson
Office of the City Clerk