

Meeting Minutes
IIMC Region VIII Annual Meeting
November 15, 2007
Snowmass, Colorado

Call to Order

Region VIII Directors Gloria Leija (Casa Grande, Arizona, and Monica Martinez Simmons, Henderson, Nevada) called the meeting to order at 2:15 p.m.

Members Present

Diana Lentz, Northglenn, CO	Tillie Fisbeck, Holyoke, CO
Patti Garcia, Winterpark, CO	Lynn Mulhall, Goodyear, AZ
Diane Russell, Prescott Valley, AZ	Lynn Young, Carbondale, CO
Suzy Schares, Commerce City, CO	Lana Hancock, Dolores, CO
Gail Davidson, Gunnison, CO	Jill Adams, Sierra Vista, AZ
Sharleen Walker, Montrose, CO	Cindy Nelson, Lake City, CO
Nancy Varra, Louisville, CO	Daryl Payne, Pueblo, CO
Pamela Wilson, Creede, CO	Debra Johnson, Aurora, CO
Lorelei Donaldson, Vail, CO	Kristen Rush, Arvada, CO
Sandi, Sugden, Mead, CO	Irma Devine, Ruidoso, NM
Kerry Bush, Englewood, CO	Valerie Skitt, Longmont, CO
Denise Chiaretta, Parachute, CO	Cindy Conway, Colo. Springs, CO
MJ Loufek, Breckenridge, CO	Kim Swanson, Fernley, NV
Jacquelyn Watson, Lyons, CO	Alisa Lewis, Boulder, CO
Wendy Heffner, Central City, CO	Deb Babler, Lyons, CO
Pamela Hanna, Glendale, AZ	Ronny Frederickx, Essen Belgium
Lu Berger, Fraser, CO	Sherry Aguilar, Surprise, AZ
Stephanie Tuin, Grand Jct. CO	Sandy Tweedy, Elizabeth, CO
Cathy Rabe, Canon City, CO	Becky Walker, Canyon City, CO
Deanna Jaramillo, Pagosa Spgs. CO	Loucrishia Ellis, Englewood, CO
Melissa Formby, Cherry Hills, CO	Diana Heeney, Poncha Spgs. CO
Janella Martinez, Salida, CO	Deborah Wohlmuth, Frisco, CO
Carrie Dyrek, Cave Creek, AZ	LuAnn Holmes, Henderson, NV
Deb Forbes, Sterling, CO	Michelle Scrop, Ogden, UT
Darlyn Novakovich, Cedaredge, CO	Jolene Nelson, Delta, CO
Nathan Hill, Henderson, NV	Juanita Peterson, Grand Jct. CO
Eileen Hughes, Crested Butte, CO	Brenda Castle, Centennial, CO
Deborah Hess, Granby, CO	Amy Phillips, Durango, CO
Christina Trout, Parachute, CO	Debbie Knudsen, Cheyenne Wls.
Kathryn Young, Colo. Springs, CO	Linda Smith, Cortez, CO
Michelle Karlin, Silverthorne, CO	Terry Andrews, Loveland, CO
Barbara Setterling, Centennial, CO	LuAnne Frost, Pinetop-Lakeside, AZ
Gloria Leija, Casa Grande, AZ	Cathy Derby, Carbondale, CO
Chris Koch, Arvada, CO	Tricia Kegerreis, Broomfield, CO
Maribeth Kemp, Lamar, CO	Diane Spomer, Buena Vista, CO
Maria Aguirra, Henderson, NV	Stacey Brownfield, Henderson, NV
Monica M. Simmons, Henderson, NV	Gina Dutcher, Pueblo, CO
Andina Cox, Henderson, NV	Becky Dresser, Henderson, NV
Susan Phillips, Greenwood Vlg. CO	

Introductions

Gloria Leija, Casa Grande, Arizona, introduced herself and Monica Martinez Simmons, Henderson, Nevada, as the current Region VIII Directors.

Adoption of Minutes the

Susan Phillips, Greenwood Village, Colorado, motioned to adopt minutes of the August 28, 2006 Region VIII meeting which was held in Las Vegas, Nevada. The second was made by Kerry Bush, Englewood, Colorado, and the motion passed.

Awards

Gina Dutcher, MMC, Pueblo, Colorado, was presented with the Colorado Clerk of the Year Award. Recognition was given to outgoing State Presidents and Officers for their diligent contributions to the Municipal Clerk profession.

Officer Reports

Monica Simmons, Director, announced a new grant program provided by the Municipal Clerk Education Foundation (MCEF). This program will assist two eligible IIMC members from each region to attend an IIMC Annual Conference. Applications are available on the IIMC website, and the deadline is January 31, 2008.

Gloria Leija, Director, provided an update on the IIMC Budget and Planning Committee. Ms. Leija stated that IIMC was able to repay a loan provided by the MCEF, and thanked them for their assistance during a difficult financial period. Director Leija reported that the IIMC's 2007 budget surplus was projected to be \$5,463.00. Director Leija also reported that the IIMC Board approved the granting of CMC and MMC certification points for clerks participating in Athenian Leadership Dialogues provided at IIMC Annual Conferences.

Director Simmons stated that the contract for IIMC Director of Education and Research was renewed with Dr. Mohammad Eftekhari, for a period of two years. Ms. Simmons reported that pending CMC applications have been reviewed to date and that pending MMC applications will be caught up in the near future. A task force has been established to review and address issues or questions surrounding the new education requirements.

Ms. Simmons reported that the next state eligible to submit a nomination for a representative to serve on the IIMC Board of Directors is Idaho.

Director Leija announced that Arizona will be hosting the 2008 Region VIII Conference in Tucson, Arizona. Colorado hosted the first annual conference in the year 2000. Leija reported that the Nevada Municipal Clerks' Association forwarded \$3,000.00 in scholarship and seed money, from the 2006 annual Region VIII Conference (the largest contribution to date) to assist with hosting the 2007 Conference in Snowmass Colorado.

Director Simmons commented that there are budget constraints surrounding Liverpool England hosting the 2010 IIMC Annual Conference. The Society of Local Clerks and Counselors are working in conjunction with IIMC to address those constraints.

Director Leija thanked NMCA President Monica Simmons for their contribution and an appreciation plaque was presented to Ms. Simmons and her supporting staff.

A slideshow presentation was provided by Leija showcasing the upcoming 2008 Annual Region VIII Conference.

Business

IIMC Annual Conference Schedule

2008 – Atlanta, GA

2009 – Chicago, IL

2010 – TBD

2011 – Nashville, TN

2012 – Portland, OR

Region VIII Web

- **May be accessed through Arizona www.azclerks.org and Nevada www.nmca.com Municipal Clerk sites**

Statements were provided by the following IIMC Vice President 2008 candidates:

Rony Frederickx – Gemeentesecretaris, Gemeentebestuur Essen, Essen Belgium.

Sharon Cassler, MMC, Clerk of Council, City of Cambridge, Ohio.

Comments were presented by newly elected IIMC Vice President Mary Lynn Stratta. Ms. Stratta thanked the Colorado Municipal Clerks' Association and Region VIII members for inviting her to attend this year's conference and for their support.

Director Simmons reminded members that they will be eligible to vote for IIMC office vacancies regardless of whether or not they are in attendance at the annual conference.

State Reports

Arizona – Lynn Mulhall, MMC, Deputy City Clerk, Goodyear

- **191 Active members including retirees. Half of membership dues go towards scholarship funds**
- **Executive Board developed and balanced Associations first budget**
- **Developed first set of written goals**
- **Working with City of Tucson to host the 2008 Region VIII Conference**
- **Board is discussing allowing vendors to place ads on their web site**
- **The AMCA has invited clerks from other organizations to join their association**
- **Inquired with IIMC about “On the Road” workshops counting towards educational requirements**

Colorado – Becky Walker, CMC, City Clerk, Canon City

- **CMCA requested an increase of IIMC credit for attendance at the CMCA On The Road Workshops**
- **CMCA supported a bill to legislation to consider an increase to the local liquor application fees**
- **Adopted a new scholarship program for attendance at International Conferences**
- **Held 14 On the Road Workshops throughout the state**
- **Working with the Colorado Municipal League and the University of Colorado to develop a local government learning center**
- **Provided 50 scholarships to attend various clerk related educational programs**

Idaho – Nila Jurkovich, CMC, City Clerk/Treasurer, Osburn

- **Statewide membership of 257 members**
- **Annual conference will be held in Boise, Idaho in September of 2008**
- **Will Berg, City Clerk, City of Meridan received the Dr. James B. Weatherby Service Award**
- **Mountain West Institute will be held in March in Boise, Idaho**
- **Adopted a mentoring program, currently seeking nominations for members to serve on this committee**

State Reports Continued

Montana – Mary Embleton, CMC, City Clerk, Laurel

- **27th Annual MMCA Institute to be held in Billings, Montana, May 4-10, 2008**
- **13 members of the Montana Clerks, Treasurers and Finance Officer's Association to receive State certification**
- **Semi-annual newsletter will be provided to Montana members prior to May and October meetings**
- **Continued fund-raising efforts to support scholarship program for Montana Clerks**

Nebraska

- **None**

Nevada – Pat Norman, CMC, City Clerk, Fernley

- **New officers elected during annual league session**
- **Submitted a letter of support for the Reno-Tahoe area to host the IIMC Conference in 2012**
- **Past NMCA President Monica Simmons elected Region VIII Director**
- **University of Nevada, Reno to host an IIMC approved Municipal County Clerks Institute in July of 2008**
- **Provided scholarship/seed money to host committee for the 2007 Region VIII Conference**

New Mexico – Irma Devine, CMC, Village of Ruidoso

- **Institute session and concurrent academy held in October 2007**
- **Very successful annual spring clerk's meeting was held in April, 2007**
- **Joint Municipal/County Election Task Force appointed to address unified election code**
- **New Mexico Clerk's handbook was completed, distributed and made available on website**
- **Continued fund-raising efforts to support state scholarship fund**

North Dakota

- **None**

South Dakota

- **None**

State Reports Continued

**Utah – Dana Pollard, CMC, City Recorder,
South Ogden**

- **Finalizing plans for annual Spring Conference to be held April 16-28, 2008, in Orem Utah**
- **Institute and Academy to be moved to Sandy, Utah**
- **Many members received CMC and MMC designations this year**
- **Cookbook compiled from various cities within Utah to provide to members and annual conference speakers**

Wyoming

- **None**

General Comments

Directors Leija and Simmons thanked the Colorado Municipal Clerks for being such gracious hostesses for this year's Region VIII Conference and those in attendance for their continued support.

Adjournment

The Annual 2008 Region VIII Meeting adjourned at 2:50 p.m.