

IIMC REGION V Newsletter

Spring 2009. Volume 3, Issue 1



News from the great states of
INDIANA * KENTUCKY * MICHIGAN * OHIO * TENNESSEE

This quarterly newsletter was created to keep Region V informed of the news of IIMC and throughout our region. We want your input, news, pictures and your ideas!

Region V Directors

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*Greetings from Kathy Dornan of Michigan and
Brenda Young of Indiana your Region V Directors*

Inside this issue:

- *News from State Association Presidents*
- *A Tribute*
- *E-Briefings*
- *Notes from your IIMC Region V Co-Directors*
- *New Members and Members Earning Certification*

News from the President of the Michigan Association of Municipal Clerks

Ann Ulrich, CMC President of MAMC

Spring is around the corner, which means that Michigan Clerk's have just returned from a fantastic Region V Annual Meeting, hosted by the Ohio Municipal Clerk's Association. Now we are looking forward to the IIMC Annual Conference in Chicago. My term as MAMC president is quickly winding down and I will be turning the baton over to the next president during the MAMC, 2009 Annual Conference, June 16-19, in Frankenmuth, Michigan. Where did the time go?



I want to highlight some of the goals that are being accomplished and finalized by the 2009 MAMC Board:

- The conference committee is diligently working to finalize the Annual Conference plans and have selected the theme of Back to Basics. Anyone who is interested in attending can visit the MAMC website: www.michiganclerks.org for registration information. Our MAMC website is better than ever with an expanded resource page, and limited access to non-members.
- With our poor economy in Michigan I am pleased to announce we are holding our own with Memberships.
- MAMC Legislative Committee and of the Council of Election Officials recently testified before the House Ethics and Elections Committee, representing the Michigan Clerk's positions on election proposals and explaining how the election system actually works in Michigan. In addition to our Boards focus on Clerk education, we continue to work towards election reform, is another major goal for our State Association. With the majority of our Legislatures being newly elected it is vital that our message about elections get delivered to them so that they understand our issues.
- Our back to back, Education courses were well received. We held two major education events a few days apart. Clerk Institute was held the week of March 8th. Two years ago our Association decided to run the Institute ourselves. We hired Lou and Mary Bender, who have worked so well with us. Clearly, we can say that our Institute is run by Clerk's for Clerk's. Thinking out of the box we listened to our members requests and scheduled the first 3 day Master Academy. The Master Academy was held on March 17-19. Attendees who completed the three-day session earned nine points toward their CMC or MMC. Attendees, who attended for one or two days, earned three points per day.

In closing, this will be my final article as MAMC President. Being President has been an extremely rewarding experience and I attribute my enjoyment to my talented colleagues and members of the MAMC Board of Directors. I will see you in Chicago.

Long-time Clerk of Centerville, Ohio Marilyn McLaughlin, died March 3, 2009



CENTERVILLE — Marilyn McLaughlin, who served as Centerville city clerk for more than 41 years, died March 3, 2009 after a brief stay in Hospice of Dayton.

After retiring in October, 2005, Mrs. McLaughlin traveled briefly with her husband Phil, and then continued to stay active with the community while battling cancer. She joined the boards of the Hithergreen Center and the Centerville Washington Twp. Historical Society and continued work with other community groups she was involved in.

"Marilyn was the consummate professional, well respected by her peers," said Centerville City Manager Greg Horn. "She served our community with distinction for approximately five decades."

Besides her activities with the Ohio Municipal Clerks Association and the International Clerks Association, she was extensively involved with Sister City International, the Centerville Washington Twp. Historical Society and Friends of Benham's Grove, Horn said.

"It's a shock to us all," said Centerville City Planner Steve Feverston. "She was such a vibrant

person, an incredible lady. She was truly a dedicated city employee. Her heart and soul was being city clerk of council. Local government was her passion, her livelihood. She took it seriously and she had fun with the job. It's truly a loss for this community. She's one of those persons it's hard to replace."

McLaughlin's Centerville career began in 1964 when she became the mayor's secretary and clerk of the Mayor's Court.

A Kettering native, she was a 1953 graduate of Julienne High School and attended the University of Dayton, where she met her husband Phil. She was working at a nursery school when she learned of a secretarial position with Centerville Mayor William Gimbel in 1964.

Mrs. McLaughlin was named Centerville Clerk of Council in 1968, when the village became a city. Among her many awards was the first Master Municipal Clerk Certificate in the state of Ohio. Before she retired she received the Quill Award, the most prestigious award presented by the International Institute of Municipal Clerks. She also received the Mayor's Award for Community Service.

She served on the Institute of Municipal Courts international board, representing a five-state region, and coordinated annual training seminars for clerks at Kent State University. She was also a member of the Americana Festival committee, the Centerville Women's Civic Club, the Country Corners Garden Club, and the Garden Club of Ohio. She was a Master Flower Show Judge through National Garden Clubs, Inc.

"It's a huge loss to the city," said Centerville Mayor Mark Kingseed. "Marilyn was such a mainstay at city hall for four decades. Our thoughts and prayers are with Phil and the family." The McLaughlin's have a grown son Scott, of Kentucky.

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS_ E-BRIEFING_ MARCH 5, 2009

2009 Proposed Changes to IIMC's Constitution

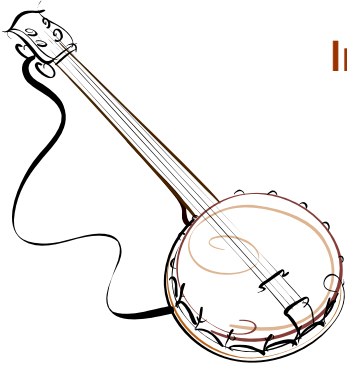
During the 2008 mid-year Board of Directors meeting, IIMC's Board approved the following proposed amendments to IIMC's Constitution to be presented for consideration at the Annual Business Meeting during IIMC's Annual Conference in Chicago on May 23, 2009. If approved, they will be forwarded for ratification to all IIMC members.

- Clarify that retired members do not have the privilege of holding office;
- Provide that the Executive Committee is not a decision-making body and all action items are to be submitted to the Board of Directors;
- Provide that the Executive Director reports to the Board of Directors; and
- Provide for new wording regarding the requirements for Region X Director and conference attendance to read as follows: "Attended at least (3) Annual Conferences for Candidates from Regions I through IX and two (2) Annual Conferences for candidates from Regions X and XI, which attendance may include the conference at which the candidate's term would begin."

63RD IIMC ANNUAL CONFERENCE IN
CHICAGO, IL
WWW.IIMC.COM

MAY 19, 2009 TO MAY 23, 2009
PALMER HOUSE HILTON
WWW.PALMERHOUSE.HILTON.COM





**2011 International Conference
International Institute of Municipal Clerks
Nashville, Tennessee
May 8-12, 2011**



2011 CONFERENCE REPORT

We are busily making notes to help assure that the **2011 IIMC Annual Conference in Nashville** is a great one!!

For the three Region V states that have hosted an International Conference in the recent past, you know that lists are already being made and will continue to grow over the next three years with the hundreds of details that must be handled to produce a top-notch professional -- and fun!! -- conference for all. Clerks from each state in our region have already begun to come forward -- we are so thrilled with your willingness to help us in that way!! -- and Tennessee clerks, many of whom have never attended an IIMC Annual Conference, are volunteering and making the 3-year commitment to help produce this great event. That's why Tennessee's nickname has been "The Volunteer State" since 1812.

With the numerous venue options for the Opening Reception and All-Conference events in Music City U.S.A., we will be busy over the next few months with site visits and listening to what TAMCAR and Region V members hope to experience in Nashville in 2011 as we begin to make some major decisions about events.

We are working continually on fund-raising to cover host committee expenses and the special touches we want to put on the 2011 conference.

At this point we need as much input as we can get from Region V members for our conference planning. Is there something specific that you hope to experience while in Nashville? Is there a part of the IIMC conference that you think needs drastic improvement? What little touches do you like or think are unnecessary? Please let us hear from you -- it could make the difference between a good and great conference in 2011.

Please send your suggestions and ideas to:
Marilyn S. Swing, MMC, 2011 Conference Host Clerk
marilyn.swing@nashville.gov

Kathy Dornan, Region V Director from Michigan



Hello from your Region Director – Kathy Dornan:

I hope everyone is enjoying spring so far. In Michigan, our warm and nice days have been too few and far between, but I am hopeful of sunny, warm regular weather soon. I DID see some crocus plants above the ground, so isn't that a sure sign???? I hope!!

I hope you enjoy this latest newsletter and I thank Brenda and her staff who helps her put this together. News and information is always a really good thing!

I had a great time at the Region V meeting in Columbus. Those Ohio clerks know how to put on a great conference. Kudos to the Ohio conference planning group members who planned such a great, fun, educational event. It was awesome!! And although they might not admit it, I know that the guys LOVED "Menopause, the Musical" as much as us girls. Actually, I sat right in front of IIMC Immediate Past President Chuck Tokar and he was laughing even harder than I at times!!

For those of you who missed it, I am doing a short recap of what Brenda and I reported from the mid year board meeting. Here goes:

The first day of mid year was Board Development. We felt it was productive and that many good things came out of this session. It focused on providing the Board with better methods to work as a team; better methods to do research and planning for IIMC's long term direction; to help us develop a vision and direction for the future and to help us implement short-term plans for progress.

The current board feels like IIMC is a bit broken and that some areas need repair. We are focusing on how to "fix" the things that need it and to make changes so that things don't become so broken in the future. After much discussion, the Board ended up identifying five key areas that needed change and help – these were decided upon based on the member survey done last summary and ultimately, based on your suggestions to us. Those areas are:

Membership, Finance, Communication & Technology, Development and Education

The board split into five groups, along with IIMC staff members, and all of us were assigned to work on one of these KRA's or Key Result Areas. Each KRA has a chair and several members. Brenda was appointed as Chair of the Communication and Technology KRA and I was assigned to the Education KRA. We have been working really hard on our groups since the mid-year board meeting. We are expecting more information to be coming forth from IIMC shortly – before the May conference - on these subject areas, especially in the area of Education. Stay tuned...its all for the better for all of us!

After this strategic planning very looooooong day, the next day we gathered for another day of general board meeting work. We accomplished the following:

- ☺ Reviewed all committee reports
- ☺ Reviewed and accepted a balanced budget for 2008
- ☺ Reviewed, made cuts, made additions and accepted the proposed budget for 2009
- ☺ Received update on the 2009 conference in Chicago
- ☺ Approved the expansion of the 2009 Conference Discount program to include discounts for those members in Regions five, six and seven, instead of just the host state. Yeah for us in Region V. \$50 off! We also certified a \$50 discount for first time attendees and members in Region ten.
- ☺ Unfortunately, we had to approve a slight dues increase. But...we haven't had an increase in two years and we all know that costs do go up!
- ☺ We decided in order to keep up with technology, GO GREEN, and to save thousands of dollars, that we would not publish the News Digest any longer; that our monthly newsletter would now be placed on the IIMC website for review. MOST clerks like this idea and prefer to receive the document in this manner. If you prefer to have a hard copy, contact IIMC and they will put you on the mailing list.
- ☺ We directed staff to "kick it up a notch" on the E-briefings in order to put out IIMC reminders and to keep members informed and advised.
- ☺ We approved that any Region Eleven member can become a member of IIMC for a nominal fee as part of their membership dues to their own country's association. Because their situation is so different and much more costly, we felt doing this may generate more members from Region Eleven.
- ☺ We awarded the 2013 Annual Conference to Atlantic City, New Jersey. It was a great package; with great prices; and I know it will be good. Start saving your coins!!
- ☺ IIMC is offering one conference grant to each region. Region V had 3 submissions and we are happy to announce that Kris Vogel of Springfield, Michigan has been awarded the grant for 2009. Way to go Kris! Ask her about the City Market program she developed; it sounds very cool!
- ☺ We approved the E-Cornell on-line programs which have already begun.
- ☺ We approved of the IIMC ListServ which is now on-line and available. We urge you to use it when you need resources from other members. It's a really great tool.

While it may not sound like much, we were very busy and conducting our general business issues took another loooooong day! But well worth it!

If you have any questions or would like us to bring anything forth to the Board of Directors in May, please contact either Brenda or I. We WANT to hear your concerns, ideas, etc.

Thank you for allowing me to serve as one of your Region V Directors.

Kathy Dornan, City Clerk
City of Farmington Hills, Michigan

Brenda Young, Region V Director from Indiana



Hello from the Beautiful Hills of Nashville, Indiana!

As I write this letter I am encouraged by the ray of sunlight shining in on my computer screen. It is really hard to close the mini blinds when the sunshine is a welcome sight. It's finally spring in Indiana! The green grass, blossoming trees and sweet smells of spring are so refreshing after a long winter bringing forth a sense of renewed energy and optimism.

As your Region V Directors, Kathy and I are gearing up for the IIMC conference in Chicago. It is hard to believe that it is only a few weeks away! We are so honored to represent this great region and all of you our colleagues and friends. We have been diligently doing our homework to be prepared for the upcoming IIMC Board meetings. Kathy and I are truly committed to this organization and what it represents. We will always do our best to make sure that your ideas and concerns are brought to the table.

Kathy discussed the Five Key Areas that the Board has been working on since last November. It has been a worthwhile project and I know that you will all be pleased with the outcome. The IIMC Board has listened to you our members and is taking action to make this organization the best it can be with renewed commitment to service.

To those of you that will be attending the conference we look forward to meeting with you at our Region V meeting. Those of you who are unable to attend the conference we truly will miss you.

I want to close my thoughts with thanks to our Ohio Clerks for such a fantastic time in Columbus this winter! Region V Clerks sure know how to provide hospitality, entertainment, informative education, good food and lasting friendships.

I wish all of you a safe and happy summer until we talk again.

Brenda K. Young, Clerk-Treasurer
Nashville, Indiana

The next edition of the Region V newsletter will be published in August.
To be included in the newsletter, please e-mail Brenda Young at byoung@townofnashville.org or Kathy Dornan at KDornan@fhgov.com



Future Conferences

63rd IIMC ANNUAL CONFERENCE

~ Chicago, Illinois ~

Tuesday, May 19 - Saturday, May 23, 2009

2010

Reno/Tahoe, NV

2011 Nashville TN

May 8 – May 12

Benefits of Membership

HISTORY

Founded in 1947 the International Institute of Municipal Clerks is the leading professional nonprofit association of Municipal Clerks, Secretaries and Recorders from cities and towns around the world.

IIMC sponsors continuing education programs, engages in research on common problems, and fosters a spirit of mutual assistance and good fellowship among Clerks everywhere. Its 10,000 members represent municipalities with less than 2,500 to more than 10 million people.

BENEFITS OF MEMBERSHIP

As a Municipal Clerk, you are continually asked to produce more with less. There are always too many questions and not enough answers. IIMC is your Source for educational programs, technical support, resources and publications. Your membership opens many doors:

- Networking
- Resource Center
- Publications
- Education
- Professional Support
- Certification Program
- Advanced Academy
- Annual Conference
- Salary Survey
- Career Center

IIMC helps you find solutions to everyday problems, enhance critical professional skills and improve your performance at work. As a member, you and your municipality can rely on IIMC to help you become more efficient and productive.

Join IIMC now. Tap into the ONLY source exclusively dedicated to the advancement of Municipal Clerks.

NETWORKING

- Connect with more than 10,000 colleagues worldwide in municipalities from Maine to Alaska to South Africa |
- Attend Annual Conferences for a week of specialized continuing education, problem-solving and camaraderie
- Attend a Municipal Clerk's Educational Institute. The contacts you make there are a source of year-round support to you.

- Receive updates on programs and events in your State, Regional or Provincial Clerks Association.
- Join an IIMC Committee.
- Run for a position on the Board of Directors.
- Referrals to Clerk experts in various functions.
- Special publications, videos and handbooks
- Electronic communication to exchange information.

TYPES OF MEMBERSHIP

Anyone subscribing to the ideals and purposes of IIMC is eligible for membership. Benefits include all of the Association's services and publications free of charge or at substantial discount.

MEMBERSHIP DEFINITIONS:

FULL MEMBERS are Municipal Clerks, City Secretaries, Recorders, Legislative Administrators and Directors of Corporate Services and/or an individual who serves a Legislative Government Body (LGB) in an administrative capacity with management responsibilities and whose duties include four of the following:

- General Management
- Records Management
- Elections
- Meeting Administration
- Management of by-laws, Articles of Incorporation, ordinances or other legal instruments
- Human Resources Management
- Financial Management
- Custody of the official seal and execution of official documents.

ADDITIONAL FULL MEMBERS are fully qualified members from the same organization. This would essentially be Deputy Clerks within the same City, but could be other individuals provided they would qualify under the definition of Full Member. A city must have one Full Member before they would be eligible to have Additional Full Members.

ASSOCIATE MEMBERS are individuals serving a legislative body in a capacity not previously defined. In other words if someone serving a legislative body does not qualify for Full Membership they would be able to join as an Associate Member. Associate members DO NOT have the right to vote, hold office or obtain certification, but they can take advantage of education programs and should they eventually assume the job of Clerk or Deputy, they could then apply for certification. A Full Member who is in transition (between jobs) would automatically become an Associate Member until they reassume the position of Clerk. Associate members would also pay a lower fee.

CORPORATE MEMBERS are those companies that find it advantageous to be affiliated with IIMC. They would not have any voting rights nor could they hold office or be certified.

Information and applications are available on our website at www.iimc.com. Please contact Janis Daudt, our Director of Member Services if you have any questions about IIMC. We look forward to hearing from you soon.

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STATE CONFERENCES

May 6-8, 2009

**Tennessee Association of Municipal Clerks and Recorders
Institute and Academy
at the Embassy Suites in Franklin, TN**

June 14-19, 2009

**Indiana League of Municipal Clerks and Treasurers
73rd Annual Conference
French Lick Resort, French Lick, IN**

June 15 - 19, 2009

**Michigan Association of Municipal Clerks Annual Conference,
Frankenmuth, MI**

July 27-31, 2009

**Kentucky Municipal Clerks Institute
Crowne Plaza/The Campbell House, Lexington , KY
September 23-25, 2009**

**Tennessee Association of Municipal Clerks and Recorders
Institute and Academy
at the Embassy Suites in Franklin, TN**

October 5 – 9, 2009

**Ohio & West Virginia
Municipal Clerks' Institute
Kent State University, Stark Campus, North Canton, OH**

October 8 – 9, 2009

**Ohio & West Virginia
Municipal Clerks Academy
Kent State University, Stark Campus, North Canton, OH**



WELCOME NEW MEMBERS
(February - April 2009)



New IIMC Members

Indiana

Cynthia Barhydt	Town Clerk-Treasurer	Grabill
Stephanie Berry	Clerk-Treasurer	Patoka
Pamela Castner	Deputy/Utility Clerk	Cedar Lake
Ann L. Copley	Clerk-Treasurer	Rushville
Renee Hall	Clerk-Treasurer	Moores Hill
Cathy Hildebrand	Clerk-Treasurer	Southport
Jill Murr	Clerk	Cedar Lake
Treeva Sarles, CMC	Town Clerk-Treasurer	Otterbein
Brenda Short	Deputy Clerk-Treasurer	Danville
Teresa Skelton	Deputy Clerk-Treasurer	Westfield

Kentucky

Tara N. St. Clair	Asst. City Clerk-Treasurer	Calhoun
Andrea Tucker	Billing Clerk	Livermore

Michigan

Joanne Campbell	Deputy Clerk	Plymouth
Mattie Carter	City Clerk	Highland Park
Susanne Courtade	Township Clerk	Traverse City
Jeremy Howard	City Clerk/IT Manager	Mt. Pleasant
Deborah Frazer	Village Clerk	Milford
Brenda Green	Deputy Clerk	Highland Park
Velida Gutierrez-Smith	City Clerk	Inkster
Michelle Herman	City Clerk	Wayland
Lisa Long	City Clerk-Treasurer	Belleville
Robyn E. McKenna	Deputy Clerk	Muskegon
Jacquelin Miller	Deputy Clerk	Lapeer
Ann D. Oakes	Township Clerk	Muskegon
Amy Salowitz	Village Clerk	Pinckney
Catherine Shaughnessy	Township Clerk	West Bloomfield
Janice Uglis	Township Clerk	Chesterfield
Renee Wilson	Deputy Clerk	Oxford
Leon Wright	Township Clerk	Belleville
Kelli D. Villers	Deputy Clerk	East Lansing

Ohio

Patricia Britt	City Clerk/Clerk of Council	Cleveland
Valencia Marrow	City Clerk	Youngstown



WELCOME NEW MEMBERS & EDUCATION HONORS (February - April 2009)

Members Earning Certification

Indiana

Amy Sunc, CMC

Town Clerk-Treasurer

Cedar Lake

Kentucky

Debbie Kreger, CMC

Deputy City Clerk

Ft. Mitchell

Sharon Stevenson, CMC

Deputy City Clerk

Somerset

Janet Wilson, CMC

Deputy Clerk

Somerset

Michigan

Penny Albitus, CMC

Deputy Clerk

Garden City

Susan Galeczka, CMC

Deputy Clerk

Rochester

Lisa Grysenm CMC

Deputy Clerk-Treasurer

Dewitt

Deborah Luskin, CMC

City Clerk

Ludington

Charles Marshall, CMC

Retired Clerk

Genesee

Monica Miller, CMC

City Clerk

Portland

Andrea Schroeder, CMC

City Clerk

Davison

Marcella Shinska, CMC

City Clerk

New Baltimore

Ruth Ann Volkmer, CMC

City Clerk

Coldwater

Ohio

Beverly Clevenger, CMC

City Clerk

Upper Arlington

Flo Estes, CMC

Clerk of Council

Carlisle

Lynne Fasone, CMC

Clerk of Council

Hilliard

Marie Gallo, CMC

Clerk of Council

Parma Heights

K. Kris King, CMC

Village Clerk-Treasurer

Brewster

Susan Matuch, CMC

Clerk of Council

Barberton

Cathy VanAuker, CMC

Clerk of Council

Ontario

Tennessee

Shirley Dancy, CMC

City Recorder

Gates

Elizabeth Gilbert

City Recorder

Kingsport

Stefanie McGee, CMC

City Clerk

Bartlett

Theresa Meyer, CMC

Executive Assistant

Lakeland

Linda Moyers, CMC

City Recorder

Cumberland Gap

Allison Myers, CMC

Town Recorder

Farragut

Allison Myers, CMC

City Clerk-Treasurer

White Pine

**WELCOME NEW MEMBERS &
EDUCATION HONORS
(February - April 2009)**

Members Earning Recertification #1 Status

Michigan

Joanne Kelley, CMC

Catherine M. Lentz, CMC

Jean E. Neve, CMC

Township Clerk

Village Clerk

City Clerk

Ludington

Nashville

Douglas

Ohio

Stephen French, CMC

Victoria A. Savage, CMC

Clerk of Council

Clerk of Council

Moraine

Willoughby Hills

Tennessee

Howard K. Hadley, CMC

City Treasurer

Humboldt

Members Earning Recertification #2 Status

Indiana

Tammy Onofrietti, CMC

Deputy Clerk

Angola

Members Earning MMC Status

Indiana

Karen Chasteen, MMC

City Clerk

Richmond

Kentucky

Debra Batliner, MMC

City Clerk-Treasurer

Simpsonville

Michigan

Sheryl Feazel, MMC

Township Clerk/Assessor

Leslie

Ohio

Tonja Caldwell, MMC

LaVette Hennigan, MMC

Clerk of Council

Clerk of Council

Fairlawn

Ashtabula



IIMC REGION V MEMBERSHIP UPDATE

4/30/09

Indiana 194

Kentucky 153

Michigan 524

Ohio 210

Tennessee 177

Total 1258