



Oracle Newsletter

President's Message

Greetings from the Mat-Su Borough!

It's been a roller coaster of a ride representing AAMC as your president this year and I'm sure that I am testing the limits of the sanity of the Conference Planning Committee, but

that's what happens when you do everything possible to live up to your conference theme. You DARE GREATLY!



Brenda w/Ventura's City Clerk



AK, CA, OR & WA Presidents

In March, I was honored to represent AAMC at the WMCA conference that was held at the Skamania Lodge on the Columbia Gorge. I look at this as my "Freshman" year. I was pretty intimidated when I first got there, but soon enough, I had bonded with the "travel group" that consists of Alaska, California, Oregon, Washington Presidents and the two Region IX Directors. The WMCA conference inspired me to make changes to the AAMC conference They are so organized and efficient and member participation is held in high regard.



Brenda J. Henry, MMC
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President's Message Cont.

If you wonder what changes I have in mind, here they are:

November (TBD) Virtual Athenian Dialogue

- Athenian Dialogue – Daring Greatly by Brene Brown

Sunday December 3, 2023:

Academy

- Start at 9 a.m. breakfast will be OYO
- Advanced Academy – to be determined by Education Committee
- Plated lunch
- Sunday evening will be the honored guests dinner
- All other conference attendees will have dinner OYO

Monday:

- 8 a.m. Continental breakfast and registration
- 9 a.m. – 9:30 a.m. opening ceremony, presentation of colors, pledge of allegiance, Reiki Blessing, heart stone distribution, and chair yoga
- Educational sessions as determined by Education Committee
- Lunch buffet
- Educational sessions as determined by Education Committee
- **6:00 p.m. – President's Reception (new format, no speed dating) I will be awarding a President's Award of Distinction. After that, I would like all fundraising activities, such as silent auction, raffles and drawings to occur on this night (except split the pot). My plan is to have exhibitors sponsor as many hors d'oeuvres possible and to have ESS sponsor drink tickets as they have done in the past. Speed dating has run its course and is poorly attended.**

Tuesday:

- 8 a.m. Breakfast buffet and registration
- Educational Sessions as determined by the Education Committee
- Noon – 1:30 p.m. Annual Business Luncheon
- Educational Sessions as determined by the Education Committee
- 6:30 p.m. – Pre-banquet social and cocktails
- **7 p.m. Annual banquet, split the pot drawing, Clerk of the Year award, Executive Board oaths, outgoing Prez remarks, and incoming Prez remarks. DJ and Dancing.**

I have noticed for many years that the Fundraising Committee is working so hard during the banquet that they don't get to enjoy it. Many members have not even had time to go back to their room and change their clothes or freshen up or even take a break. I shared my intent with the outgoing Fundraising Committee Chair, and she told me she was so grateful that someone finally recognized this, and she fully supports the change.

I want all members to be able to sit down and enjoy each other without all the hoopla of fundraising and working, on banquet night. This is why I want all fundraising to occur on Monday evening at the President's reception. The only reason I want split the pot on banquet night is for the potential for the pot to grow!

In April, I was honored to represent AAMC at the CCAC conference in Palm Springs, California. What an eye opening experience that was! They have a huge membership base and that means more money for their association. Oh the things I wish we could afford to do! I had an absolute blast with the travel group for my "Sophomore" Year. What I learned from this conference is that I want a photo booth at our banquet.

In just a couple of weeks I'm off to Minneapolis for my first IIMC Conference and my "Junior" Year. It's hard to believe that in the 15 years I have been a Clerk that I have never attended an IIMC Conference. Here I go promising you that I am proud to represent our great association!

See you in Minneapolis, don't ya know!



Travel group at CCAC



News in Brief

- * *Congratulations* Jennifer Fox, CMC, Deputy Borough Clerk, on her Certified Municipal Clerk (CMC) designation!
- * *Congratulations* Carolina (Lina) Cruz, CMC, Kodiak Island Borough, on her Certified Municipal Clerk (CMC) designation!
- * *Congratulations* Heidi Geagel, CMC, City of Seldovia, on her Certified Municipal Clerk (CMC) designation!
- * Visit <https://www.alaskaclerks.org/general/page/committees> for a complete list of current AAMC Committee assignments and contact information.
- * Visit alaskaclerks.org for all approved Executive Board meeting minutes, conference information, certification information (CMC/MMC), resources/publications, and more!
- * Click here for the most up to date [AAMC Bylaws](#).
- * Registration is OPEN for the 2023 NCI (Northwest Clerks Institute). Visit <https://www.alaskaclerks.org/general/page/register-2023-northwest-clerks-institute> for more information.
- * Click here for information on IIMC Membership, Education Programs and the upcoming IIMC 2023 Annual Conference in Minneapolis, MN: [IIMC Information](#)



Membership Committee Report



Happy Spring from the Membership Committee!

A hearty welcome to the following 17 AAMC new members in 2023!

Amber Frederick	Amelia Rutz
Andrea Hirsh	Beverly Bennett
Cactus Moloney	Callan Chythlook-Sifsof
Curtis Silook	Derrick Ball
Irene Arellano	Jasmine Acres
Kecia Weatherwax	Liz Edwards
Samantha Holm	Shelby Carlson
Tamera Ward	Travis Turner
Elizabeth Diament	

Thank you to our 86 clerks who have taken the time to renew!

REMEMBER: Memberships need to be renewed yearly so you can:

Join the mentorship program.

Be eligible to apply for an AAMC scholarship.

Receive a current membership email list to reach out to other communities.

All billing is handled by AML. Please complete the application online or use our fillable pdf form. Only do one or the other.

If you have any questions, we're here to help! Feel free to reach out to any of the Membership Committee members below.

Lina Cruz, CMC (Chair)
Adena Benn, CMC
Jessica Earnshaw
EstKarlen Magdaong
Irene Arellano
Beverly Ann Rosette

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brosete@aeboro.org



Elections Committee - Call for Candidates



CALL FOR CANDIDATES!

Be a Candidate for AAMC Executive Board!

Dare Greatly! Serving will allow you to assist in:

- Making recommendations regarding proposed amendments to the Alaska Association of Municipal Clerks bylaws;
- Supervising the affairs of the Association and devise measures for its growth and usefulness;
- Making or confirming all appointments to fill vacancies;
- Transacting business in the interim between Association meetings; and
- Entering into professional contracts.



Open Positions

*2nd Vice President

1-year term, 4-year commitment.

(Dec. 2023 – Dec. 2026)

*Upon election and after serving one year, the 2nd Vice President (VP) assumes the office of 1st VP, the following year they assume the position of President, and upon completion of their term as President, they assume the office of Immediate Past President.

Communications Director

2-year term

(Dec. 2023 – Dec. 2025)

**Publish quarterly newsletter for the membership of AAMC coordinate efforts with the board and chairpersons to ensure dissemination of information to the membership.

Treasurer

2 -year term

(Dec. 2023 – Dec. 2025)

**Submit a proposed budget to the membership at the annual business meeting with a report on the finances of AAMC; keep the Executive Board apprised of the finances of AAMC; and Sign all checks, drafts, notes, warrants and orders of the payment of money.

**For full position descriptions visit alaskaclerks.org and click on bylaws.

TAYLOR LEE

ELECTION CHAIR

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Ketchikan, AK 99901
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Notice to Prospective Board Candidates

Submitted by Nominations Committee Taylor Lee

If you are filing as a candidate for the upcoming vacant seats on the AAMC Executive Board, you must complete the Declaration of Candidacy and Biographical Sketch forms ([available HERE](#)), and submit them by **August 31, 2023**, to Taylor Lee, AAMC Elections Committee Chair.



The forms are also available from the AAMC website: alaskaclerks.org

If you have questions, please contact Taylor at: Phone: 907-228-5604 | Email: taylorl@ktn-ak.us | Mailing: [Taylor Lee, City of Ketchikan, 334 Front Street, Ketchikan, AK, 99901](#)

What to expect when you file for office

Verifying Eligibility of Candidates

The Elections Committee shall verify with the Membership Committee that those who have declared meet the qualifications of Article IV, Section 2, Eligibility for Office , of the AAMC Bylaws.

The Elections Committee shall provide the list of the qualified candidates to the Executive Board by their September meeting.

Preparation of Ballot

The Elections Committee shall prepare the ballot with the names of all qualified candidates for office. The ballot shall provide a space for a “write-in” vote for each office; provided, however, that the eligibility provisions for write-in candidates shall apply.

Notification of Membership

The candidate information shall be made available to the membership by e-mail and posted to the AAMC website no later than September 15. The information packet shall contain:

- declaration of candidacy; and
- candidate statements; and
- photo (if provided).

Each candidate on the ballot shall be notified by the President or designee of the election results. If a write-in candidate is elected to any position and indicates a willingness to serve, the President or designee shall notify the candidate of the requirements set forth in Article IV, Section 1 and Section 4(b) of the AAMC Bylaws.



Northwest Clerks Institute (NCI)



Program Schedule

Professional Development I:

Sunday, June 4 - Friday, June 9, 2023

PD: \$750

Overnight: \$650

Commuter: \$325

Professional Development II:

Sunday, June 11 - Friday, June 16, 2023

PD: \$750

Overnight: \$650

Commuter: \$325

Professional Development III:

Sunday, June 18 - Friday, June 23, 2023

PD: \$750

Overnight: \$650

Commuter: \$325

The Week at the Northwest Clerks Institute - PD I, PD II, and PD III

The program begins on Sunday afternoon at 1 p.m. with an Institute orientation, a learning session and time to get acquainted with other Institute participants and leaders. Learn the lay of the campus and how to get the most out of your time at the Institute. An opening reception will be held on Sunday evening. The Institute ends on Friday at noon.

Professional Development IV:

Monday, June 12 - Thursday, June 15, 2023

PD: \$650

Overnight: \$475

Commuter: \$275

The Days at the Northwest Clerks Institute - PD IV

Master Academy registration opens at 11 a.m. with class starting promptly at 1 p.m. on Monday, June 12, 2023. Class wraps up at noon on Thursday, June 15, 2023.

Invest in Your Future—Attend the 2023 Northwest Clerks Institute

All successful professionals sharpen their skills on a regular basis. Your job is multi-faceted and changing. New citizen demands, legal changes in procedures and new information technologies have increased the pace of your work and require you to plan and expedite many different tasks at once. You are the citizen's first point of contact in your local jurisdiction, and your elected officials count on you to make sure that your public meetings, records, elections and other special projects operate smoothly.

The job of Clerk is not getting any easier and you know the importance of keeping abreast of the latest issues and trends. The best way to do just that is by investing in continuing education and obtaining certification as a CMC and MMC. The Northwest Clerks Institute provides a comprehensive curriculum in public administration management, technical skills and professional/personal development.

The Institute experience is a unique combination of state-of-the-art classroom training, high impact networking, and one-on-one mentoring with municipal leaders and instructors. The professional friendships you will develop at the Northwest Clerks Institute will prove invaluable over the course of your career.

Decide to make a difference in your organization, career and future. Join us at the Northwest Clerks Institute.

The Value of the Institute

Strong curriculum builds your management skills:

- Leadership development classes help you manage more effectively
- Practical courses target areas such as financial management, records management, legal issues, and other topics critical to your success

Learn from Professional Faculty:

- Local government leaders share their expertise
- Small class sizes enhance the interactive experience
- Dynamic speakers, trainers and consultants facilitate sessions and class discussions

Peer relationships are fostered:

- Participants make new connections and renew old ones, creating a strong professional support system
- Best practices and proven solutions are shared among participants and faculty.

The Institute focuses on issues critical to maintaining effectiveness in the public sector and the professional Clerk's role in those processes. Sessions will provide both overviews and in-depth examinations of issues in public administration, interpersonal communications, and special topics related to Clerk operations.



2023 NCI Scholarships Announced!



The Scholarship Committee has awarded the following 2023 Northwest Clerks Institute (NCI) Scholarships

PDI

Alize Kallenbach, City Clerk - Nuiqsut

Crystal Harvilla, Deputy Clerk - Bristol Bay Borough

Curtis Silook, City Clerk - Gambell

Shelby Carlson, City Clerk - Whittier

PDII

Kathy Carr, Deputy Clerk - Skagway



2023 77th IIMC Annual Conference



2023 - Minneapolis, Minnesota

May 14 - May 17

Conference Program

NEW 2023 Full Conference Program ([download](#)) -- a printed copy will be included in the conference bag delegates will collect at registration.

2023 Conference At-A-Glance ([download](#))

2023 Highlights Of The Week ([download](#))

The IIMC Annual Conference is dedicated to being the foremost education and networking experience for Municipal Clerk professionals. Innovative learning formats and engaging spaces allow you to align your education to your own personal needs, interests, and learning level. As you administer your own education experience with your professional objectives in mind, you will be able to challenge yourself to explore new formats and find fun in your learning. For four days you also will be part of an extensive learning community.

As Municipal Clerks, you are the gateway to city hall and are, unequivocally, one of the team members the elected officials count on to make sure public meetings, public records, elections and special projects operate smoothly. This requires you to engage in continuing education and networking to keep abreast of changing laws and trends.

IIMC Annual Conferences provide a vehicle for members to receive the background and knowledge needed to help them deal with current problems. The future of municipal government depends on informed public officials.

In Minneapolis, Delegates will hear keynote speakers who will speak to you about “Strategic Communication: 'LIFE' Skills for Leaders”; and “GET YOUR SHIFT TOGETHER How to Think, Laugh & Enjoy Your Way to Success in Business & in Life.” Other Education highlights include four Athenian Dialogues, six Academy Sessions and a bevy of concurrent sessions that include: 4 Unspoken Communication Secrets Every Municipal Clerk Needs To Know; Digital Government; How To Master The Whiners And Make Them Winners; Civility CPR; Federal Resources For Elected Officials; Election Security In Time Of Disturbance; Right Sizing The Clerk’s Office; Digital Government: Bringing Your Municipality Into The 21st Century; Understanding Modern Discrimination And Diversity In Municipal Affairs to name a few.

All of these sessions can help you and your community to stay ahead of a challenging and fluctuating environment.

Of course, there will also be numerous opportunities to network and connect with colleagues from throughout the world.

If you've been to an IIMC Annual Conference in the past, we commend your commitment to continuing education and look forward to seeing you in Minneapolis in May 2023. If you've never attended an IIMC Annual Conference, then make Minneapolis your first of many and come join the learning community.

[CLICK HERE FOR MORE INFORMATION!!](#)



About AAMC

The Alaska Association of Municipal Clerks (AAMC) was established in 1965 by a group of 13 determined clerks with the intent to promote sound local government and the continuing education of municipal clerks throughout Alaska. Today, AAMC is a professional organization of borough, city, and village clerks from across Alaska dedicated to the continued growth and development of the municipal clerk profession.

Published by Clerks for Clerks!

If you have news to share or ideas for future additions of the Oracle newsletter, please email Communications Director Kim Lane at clerk@wrangell.com.

Executive Board:

President Brenda Henry, MMC, Matanuska-Susitna Borough

First Vice President April Trickey, MMC, Fairbanks North Star Borough

Second Vice President Lori Strickler, MMC City of Bethel

Immediate Past President Brenda Ballou, MMC, City of Seward

Communications Director Kim Lane, MMC, City & Borough of Wrangell

Education Director Beth McEwen, MMC, City and Borough of Juneau

Secretary Danyielle Snider, MMC, City of Fairbanks

Treasurer Renee Krause, MMC, City of Homer

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