



Alaska Association of Municipal Clerks

Oracle Newsletter

President’s Message

Happy Spring AAMC!

It always amazes how winter seems to drag each year after the holidays then finally spring has sprung. For some of us the snow is gone but for others like me today I am sitting on my deck with the sound of the snow melting from my roof and feeling the heat of the sun. This is my panorama view from my deck today, April 20, 2024 at 4:08 p.m. with the temperature reading 71 degrees from my garden thermometer surrounded by snow. This amazing state that we live in, and call home never ceases to amaze me.



This afternoon, after coming home from clerking a Saturday Budget Worksession of the Assembly Finance Committee, I am taking a moment to relax and reflect on the events of the first few months of this year that have already challenged me in many areas and has been rewarding beyond my imagination, serving you as your president of AAMC.

In March I attended the Washington Municipal Clerks Association Annual Conference in Yakima Washington. President Lisa Neissl theme was *Life Begins at the end of your Comfort Zone*. Two weeks later I attended City Clerks Association of California Annual Conference in San Diego, California. President Marc Donahue theme was *Rest, Reconnect, Reimagine*.

My takeaway from attending these conferences is that Clerk’s no matter where you serve in small, medium, or large municipality or if you serve in the state of Washington, California, Oregon or Alaska, we all share a common theme, to serve our communities, councils, or assemblies in that best way that we can. We all share the same struggles and rewards of being a Professional Municipal Clerk. Each one of us need to take time to nourish to flourish within our professional careers and personal lives, by attending trainings and networking events, take time think and reflect, spend time with family and friends, take that vacation you been putting off, and take a moment to be grateful for the opportunities and blessings in our lives.

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President's Message Cont.

AAMC Executive Board has been busy over the past few months, here are some of the highlights:

- Reviewed and discussed the mission of AAMC.
- Solicited and appointed the vacant Secretary Office seat on the Board. Jamie Heniz, Municipal Clerk of Anchorage, was appointed by the Board in February. Thank you, Jamie, for your willingness to step up and serve AAMC in this compacity.
- Approved changes to the IIMC Region IX Director agreement to increase the annual contribution from \$5.00 to \$7.00 per member into an assessment pool to cover travel cost for the Region IX directors to attend state association conferences. This change was ratified by all Region IX State Associations.
- Approved a letter of support to nominate Joann Tilton, NCI Director for the IIMC Institute Directors Award of Excellence. We will find out if she is awarded this award in May at the IIMC Annual Conference. Stay tuned in!
- Reviewed conference registration fee refund policy and made changes that will help clarify the policy and provide better direction on how to request a refund.
- Discussed implementation on sending out electronic committee certificates and certificates of attendance to the AAMC annual conference. I am happy to report that this will be implemented for 2024.
- Approved NCI scholarships for three members to attend PD I, two members to attend PD II in June, as recommended by the Scholarship Committee.
- Approved to hold an in-person Athenian Dialogue on Wednesday, December 4, 2024, after the AAMC Annual Conference. More information to come soon, the Education Director is waiting patiently for me to pick a book for the Athenian dialogue.
- Reviewed the AAMC Fees for membership dues, annual conference, and advance academy and Athenian dialogue registration fees. Happy to report that there will be no fee increases in 2024.



President's Message Cont.

I know that many AAMC Committees are meeting and working on their objectives for the year and Planning Conference Committee is in full swing planning for the AAMC Annual Conference in December. December may seem like several months away but as you all know Clerks like to plan and be prepared because we never know what will be thrown our way and what we can get done today why put off to tomorrow when tomorrow our world could blow up.

I write that from experience what I had planned for this spring was changed by one vote of my Assembly and my team gets to hold a Special Election on May 7th. Did I tell you that candidate filing has not even opened, and I have four letters of intent filed for our Mayor's race in October, in which three of the candidates have already raised almost \$20,000 in campaign funds. I think FNSB might get to do a runoff election at the end of October. My office is looking at the possibility of three elections in one year, plus our normal service area elections. Our motto has been "look what we get to do" and we have been singing and playing the song "Everything's Gonna Be Alright" by David Lee Murphy and Kenny Chesney.



I am looking forward to seeing many of you at IIMC in May. Figures cross that we do not have recount for our Special Election, so that I am able to attend and represent you at the conference, as your president. If you are attending IIMC, I encourage you to attend the Region IX dinner that AAMC is sponsoring this year. It will be a great time to network and connect with each other. We Enjoy springtime in Alaska. I did finish my ramblings it is time to transplant and plant some more seeds in anticipation of a summer filled with beautiful flowers and yummy vegetables.

April Trickey, MMC
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2024 78th IIMC Annual Conference



78th IIMC Annual Conference
May 19-22, 2024
Alberta, Canada



IIMC Members
Early Bird Conference Fees:
Region I - IX = \$675 US
Region X = \$310 US
Region XI = \$395 US



May 19 - 22, 2024 -
includes:
.....



- 3 Full days of Conference Sessions
- 2 optional days of Athenian & Academies
- Grab & Go Breakfasts
- Lunches
- Conference Themed Dinner Event
- Banquet
- Admission to Exhibit Hall Trade Show
- Swag Bag
- Credit towards CMC, MMC Designations

Visit: <https://www.iimc.com/483/2024-IIMC-Annual-Conference> for registration and conference information

2024 78th IIMC Annual Conference - Cont.



Top Reasons to visit Calgary:

- Proximity to the Canadian Rockies
- Peddle around the city
- Beautiful outdoor spaces
- East Village
- Heritage Park
- Glenbow Museum
- Calgary Zoo
- National Music Centre
- Canada Olympic Park
- The Calgary Tower
- Outstanding food & drink establishments
- Indigenous culture
- Public art
- Shopping districts

**Grants available
from IIMC
for Free
Registration**

**Become an IIMC
Member today to
receive your
conference
discount!**

For more info contact:

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We are excited to announce the launch of the International Institute of Municipal Clerks (IIMC) Region IX Online Store!

What a great way to be represent our awesome Region and celebrate the launch of our new branding/logo!

Order now to get your choice of t-shirts, crewnecks, and hoodies in a variety of colors along with notebooks, tote bags, caps, and much more!

[CLICK HERE](#) to access the online store. Here's an example of the new



If you're attending the IIMC conference next month, this is also a great way to represent our region!



2024 Northwest Clerks Institute Professional Development (PD)

There is still time to sign up for the 2024 NW Clerks Institute. PD I is at capacity however, there are still a few remaining seats remaining for PD II and PD III

To register for the Northwest Clerks Institute, go to <https://na.eventscloud.com/website/67133/> and click on the **REGISTER** Tab. Registration will close two (2 weeks) prior to the start of each session.

→ AT CAPACITY - NO SPACE Professional Development I:
Sunday, June 2 - Friday, June 7, 2024

Professional Development II:
Sunday, June 9 - Friday, June 14, 2024

Professional Development III:
Sunday, June 16 - Friday, June 21, 2024

Registration (for each PD): \$750
Overnight Lodging/Meals (for each PD): \$650
Commuter Meal Package (for each PD, if staying off campus): \$325

Professional Development IV:
Monday, June 10 - Thursday, June 13, 2024
Registration: \$650
Overnight Lodging/Meals: \$475
Commuter Meal package (if staying off campus): \$275

Invest in Your Future—Attend the 2024 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.

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.

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 10, 2024. Class wraps up at noon on Thursday, June 13, 2024.

Decide to make a difference in your organization, career and future - join us at the 2024 Northwest Clerks Institute. I'm available to answer any questions you may have regarding the NCI. I can be reached at NWCIDirector@gmail.com or (209) 456-7855.

News in Brief

- * The AAMC Policy & Procedures Guide was revised by the Executive Board - March 2024. Please visit https://www.alaskaclerks.org/sites/default/files/fileattachments/general/page/231/aamc_pp_guide_final_03-2024.pdf for the most up to date version.
- * 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](#) (adopted Dec. 2023).
- * **Registration is OPEN for the 2024 78th IIMC Conference.**
[Visit: https://online.iimc.com/Public/EventDisplay.aspx?EventKey=CONF24](https://online.iimc.com/Public/EventDisplay.aspx?EventKey=CONF24)
- * **Registration is OPEN for the 2024 Northwest Clerks Institute.** Visit <https://na.eventscloud.com/website/67133/> to register and for specific dates and program information.

AAMC Education Committee...Planting the seeds of Education to help our AAMC Members flourish!



Spring & Summer are the prime time for planting Clerk educational seeds!! There are a wide range of opportunities to earn CMC/MMC education points, read more about it and click on the title/links below.

[78th IIMC Annual Conference](#) being held in Calgary, Canada May 19-22, 2024 with Advance Academy and Athenian Dialogues available starting Saturday, May 17. There is still time to register so don't delay!

[Northwest Clerks Institute](#) held in Tacoma, WA as follows: (All sessions except PD I still have openings.)

Professional Development I: Sunday, June 2 - Friday, June 7, 2024 *[This session is full and no additional registrations are being taken at this time.]*

Professional Development II: Sunday, June 9 - Friday, June 14, 2024

Professional Development III: Sunday, June 16 - Friday, June 21, 2024

Registration (for each PD): \$750

Overnight Lodging/Meals (for each PD): \$650

Commuter Meal Package (for each PD, if staying off campus): \$325

Professional Development IV: Monday, June 10 - Thursday, June 13, 2024

Registration: \$650

Overnight Lodging/Meals: \$475

Commuter Meal package (if staying off campus): \$275

[IIMC Online Professional Development Program](#)

The purpose of the online professional development program is to enrich our learning community by creating a learning platform to develop skills appropriate to the workplace for municipal clerks that supports a diversity of thoughts, perspectives, experiences, and honors identities (including race, gender, class, sexuality, religion, ability, etc.). We are especially committed to increasing the representation of those municipal clerks who might not otherwise participate in professional development opportunities.

[Athenian Leadership Society—Athenian Dialogues](#)

We conducted Alaskan's Inaugural Virtual Athenian Dialogue "Daring Greatly" by Dr. Brené Brown February 28 & 29, 2024. In addition to myself, there were 13 others who participated in our first virtual Athenian Dialogue. We held the event as half day sessions from 9am-12pm for two consecutive days. I was very privileged to facilitate this dialogue and have the honor of reading everyone's learning assessments. This attendee gave permission for me to share the below feedback that we received about this experience.

"I appreciate you Beth for facilitating the dialogue and I also appreciate the other participants who dared greatly with me and showed us how courageous they are. Thank you for the learning opportunity and I look forward to more of these in future." ~AAMC Daring Greatly Virtual Athenian Dialogue Attendee

Additional opportunities for Virtual (and in-person) Athenian Dialogues are on the [IIMC website](#).

AAMC Mentoring Program Overview



The AAMC Mentoring Program partners new clerks with experienced clerks to provide a resource for the tasks and responsibilities that come with the role of Municipal Clerk. A mentor can provide assistance with:

- | | |
|----------------------------|--|
| ✓ elections | ✓ IIMC membership |
| ✓ elected officials | ✓ CMC certification |
| ✓ Parliamentary procedures | ✓ AAMC committee involvement |
| ✓ resolutions & ordinances | ✓ Open Meetings Act |
| ✓ minutes | ✓ Boards and Commissions |
| ✓ public records | ✓ State licenses: liquor licenses, gaming permits |
| ✓ budget and finance | ✓ Using available resources – AAMC, AML, DCCED, internet, etc... |
| ✓ Alaska government | |

If you'd like to be part of a mentoring partnership, please visit the Mentoring page on the AAMC website, and take a moment to fill out the form. When we receive your form, we'll pair you with a partner, and you can start your networking!

<https://www.alaskaclerks.org/general/webform/aamc-mentoring-program>

AAMC Mentoring Committee Members:

- *Shelly Acteson*, CMC, City of Palmer
- *Jamie Heinz*, MMC, Municipality of Anchorage
- *Beth McEwen*, MMC, City and Borough of Juneau
- *Lori Strickler*, MMC, City of Bethel
- *Kacie Paxton*, MMC, Chair, Ketchikan Gateway Borough

Happy Spring from the Membership Committee!

Thank you to all our returning members and a hearty welcome to those new to AAMC.

New in 2024!

- We welcomed 10 new and 73 renewing clerks to AAMC so far this year.

Renew Today!

- Memberships need to be renewed yearly to be eligible for AAMC scholarships or the mentorship program.
- All billing is handled by AML. Invoices are not automatically sent. You must have a 2024 application on file if you request to be invoiced.
- Complete the application online or use our fillable pdf form. Please complete one only.

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

Gina Gregg, Fairbanks North Star Borough virginia.gregg@fnsb.gov
Adena Benn, CMC, Fairbanks North Star Borough adena.benn@fnsb.gov
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Crystal Nguyen, City of Wasilla cnguyen@cityofwasilla.gov
Lina Cruz, Kodiak Island Borough lcruz@kodiakak.us

Scholarship Update!



The AAMC Scholarship Committee received 10 applications for NCI-PD scholarships with enough funds to support 5 scholarship recipients to attend “Clerk School” in Tacoma, WA this June.

Here are the scholarship recipients:

PDI

Elizabeth ‘Liz’ Diament, City Clerk - Seldovia

Liesl Barker, City Clerk – Gustavus

Steve Burnham, Borough Clerk - Skagway

PDII

Crystal Harvilla, Deputy Clerk – Bristol Bay Borough

Kiersten Long, Deputy Clerk - Haines

Thank you to all the Alaska Clerks who applied and for all the work they do supporting their communities!



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 April Trickey, MMC, Fairbanks North Star Borough

First Vice President Lori Strickler, MMC, City of Bethel

Second Vice President, Dani Snider, MMC, City of Fairbanks

Immediate Past Brenda Henry, MMC, Matanuska-Susitna Borough

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

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

Secretary Jamie Heinz, MMC, Municipality of Anchorage

Treasurer Jenni Fox, CMC, Ketchikan Gateway Borough

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