



ORACLE

President's Message



Greetings!

I hope wherever you are in Alaska that you have had some sunshine. Where is summer? I've asked myself that question a gazillion times since the snow finally melted. The calendar skipped right over what is usually sunny June and took us directly to rainy July!

But weather is no consequence to Clerks who Dare Greatly! Speaking of daring greatly, I was fortunate to represent AAMC at the IIMC Conference in Minneapolis, Minnesota. It was my first IIMC conference in the 15 years I've been a Clerk and to say I was overwhelmed was an understatement! I lost my speech for the Region IX meeting, had to improvise, felt completely embarrassed, and tried to use humor to deflect my embarrassment. And honestly, it just felt like things got rougher from there! However, I did not shy away like I wanted to, I grabbed my bootstraps and heard Theodore encourage me to continue to Dare Greatly! My favorite part of the IIMC Conference was the exchange of municipal pins. I had no idea it was a thing, but I have come home with a healthy collection.

The Conference Planning Committee is hard at work coming up with important educational sessions, so don't forget to SAVE-THE-DATE for the 58th Annual AAMC Conference: December 3 – Advanced Academy; and December 4 and 5 for general conference sessions!

Please don't forget if there is ANYTHING I can do for you, as a chairperson, a member of a committee, or just as a member of AAMC, to please let me know; my proverbial door is always open. It is my desire to support your endeavors and be a servant leader. If you succeed as a part of AAMC, we all succeed!

In Service,
Brenda J. Henry, MMC



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Save the Dates!

Be there or be square!

Advanced
Academy
Sunday Day
December 3rd

General Conference
Sessions
December
4th and 5th

President's
Reception and
Fundraising Affair
Monday Evening
December 4th

Annual Banquet &
Clerk of the Year
Tuesday
Evening
December 5th



Registration Information

Coming Soon!

Dare  Greatly

AAMC 2023

The Education Committee has been diligently planning the educational sessions for the 58th annual conference!

All sessions will take place at the Dena'ina Center in Anchorage, Alaska from Sunday, December 3rd through Tuesday, December 5th, 2023.

Conference Registration AND Scholarship Materials will be available by September 1st!

MUNICIPAL CLERK PROFESSIONAL DEVELOPMENT & EDUCATIONAL OPPORTUNITIES

As we all know, performing the duties required of the Municipal Clerk's office can be filled with challenges but it also comes with a wide variety of opportunities for growth, professional development and networking with our fellow Clerks! If you are pursuing your CMC or your MMC and want to see one of these plaques on your wall in the future, please see the latest information on the IIMC website <https://www.iimc.com/8/Education> about the new application process. Your AAMC Education Committee is working on some great educational opportunities coming to you during our December 3-5, 2023 Annual Conference. In the meantime, IIMC offers a number of opportunities for online learning at www.iimc.com.



Certification Programs

IIMC offers two professional certifications:

Certified Municipal Clerk Designation- The Certified Municipal Clerk program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs.

Master Municipal Clerk Designation- The MMC program is an advanced continuing education program that prepares participants to perform complex municipal duties. The program has an extensive and rigorous educational component and a professional and social contribution component. The MMC applicant must demonstrate that they have actively pursued education and professional activities. Click [here](#) for more information.

Effective June 1, 2023, all certification designation applications must be submitted via the IIMC Education Certification portal.

Education PLUS Program (EPP)

First Cohort:

JULY 1, 2023 - JULY 31, 2025

PROFESSIONAL * LEADERSHIP * UNITED * IN * SERVICE

If you already have your MMC and are wanting to pursue the new **Education PLUS Program (EPP)**, the First Cohort sign-up period is **closing on Monday, July 31, 2023!**

Complete details are available online at <https://www.iimc.com/476/Education-PLUS-Program-EPP>

If I can assist you with your Professional Development goals, please give me a call at 907-586-5278 x4175 or send an email to: Beth.McEwen@juneau.gov **Beth McEwen, MMC AAMC Education Director**

Huge “SHOUT OUT” to those Alaska Clerks who attended NCI in June!

PDI Participants (2023)	
<p>Jasmine Acres, Records Clerk - Anchorage Beverly Bennett, City Clerk/Treasurer – Kassan Brianna Berg, Deputy Clerk - City of Saxman Holley Dennison, Administrative Coordinator - Sitka Amber Frederick, Deputy Clerk I/Records Specialist - Kodiak Crystal Harvilla, Deputy Clerk - Naknek</p>	<p>Andi Hirsh, Deputy Municipal Clerk - Juneau Alize Kallenbach, City Clerk - Nuiqsut Kiersten Long, Deputy Clerk - Haines Mary Patkotak, City Clerk - Utqiagvik Elise Sorum-Birk, Deputy Ckity Clerk - Valdez</p>
PDII Participants (2023)	
<p>Glennora Dushkin, Deputy Clerk - Anchorage Karissa Sleppy, Agenda Assistant - Anchorage Travis Turner, Minutes Clerk - Anchorage Kevin Morgan, Deputy City Clerk - Bethel Jessica Earnshaw, Deputy Clerk - Sitka Cullen Mahaffey, Administrative Assistant III - Fairbanks Erika Apatiki, Utility Clerk - Gambell Irene Arellano, Assistant Clerk - Kodiak Brandy Warnecke, Deputy Clerk II - Kodiak</p>	<p>Stella Pauk, City Clerk - Manokotak Jeremy Jacobson, Deputy Clerk - Nome Beverly Ann Rosete, Borough Clerk – Sand Point Kris Peck, Deputy City Clerk - Seward Kathy Carr, Deputy Borough Clerk - Skagway Justin Dabill, Deputy City Clerk - Soldotna Estkarlen Magdaong, Deputy Clerk - Unalaska Katherine Carr, Customer Service Rep. - Valdez Benji Johnson, Admin. Aide to City Clerk - Wasilla</p>
PDIII Participants (2023)	
<p>Steve Burnham, Borough Clerk - Skagway Shelby Carlson, City Clerk - Whittier Diane Cathcart, Deputy Municipal Clerk - Juneau Alexis Fackeldey, Admin. Assistant III - Fairbanks Gina Gregg, Deputy Clerk - Fairbanks</p>	
PDIV Participants (2023)	
<p>Adena Benn, Deputy Clerk - Fairbanks Carolina Cruz, Deputy Clerk - Kodiak Jenni Fox, Deputy Borough Clerk - Ketchikan Kim Lane, Borough Clerk - Wrangell Sheri Pierce, City Clerk - Valdez Michael Turner, Borough Clerk - Soldotna</p>	

Nominations Are Open for the 2023 Municipal Clerk of the Year Award

The Municipal Clerk of the Year Committee is seeking nominations for the **2023 Municipal Clerk of the Year** award. This is your opportunity to honor a municipal clerk who meets the award criteria.

Award Criteria:

- The nominee has made significant contributions to furthering the municipal clerk profession.
- The nominee is committed to the improvement of municipal government in Alaska and in his or her home community.
- The nominee is dedicated to continuing professional development through education.
- The nominee demonstrates leadership in the office of municipal clerk and in the community.
- The nominee has made significant contributions to the quality of life in the community in which he or she serves.
- The nominee's length of service.

If you know of a municipal clerk who meets the criteria, please take the time to complete and submit a nomination form with accompanying documentation to:

City of Homer
Office of the City Clerk
Melissa Jacobsen, City Clerk
491 E. Pioneer Avenue, Homer, Alaska 99603
[mjacobson@ci.homer.ak.us](mailto:mjacobsen@ci.homer.ak.us)
Fax: 907-235-3130

The nomination packet is available from the AAMC website or by contacting Melissa Jacobsen to request a packet.

Deadline for nominations is Friday, August 18, 2023.

Past Clerk of the Year Past Awardees

Former Recipients of the Municipal Clerk of the Year Award, include:

- ◆ 2022 Lonnie McKechnie, CMC, Matanuska-Susitna Borough
- ◆ 2021 Sara Peterson, MMC, City and Borough of Sitka
- ◆ 2020 Melissa Jacobsen, MMC, City of Homer
- ◆ 2019 Kacie Paxton, MMC, Ketchikan Gateway Borough
- ◆ 2018 Nova Javier, MMC, Kodiak Island Borough
- ◆ 2017 Jamie Newman, MMC, City of Wasilla
- ◆ 2016 Johni Blankenship, MMC, Kenai Peninsula Borough
- ◆ 2015 Debra Marlar, MMC, City of Kodiak
- ◆ 2014 Jo Johnson, MMC, City of Homer
- ◆ 2013 Katy Suiter, MMC, City of Ketchikan
- ◆ 2012 Janey Hovenden, MMC, City of Fairbanks
- ◆ 2011 Laurie Sica, MMC, City and Borough of Juneau
- ◆ 2010 Jean Lewis, CMC, City of Seward
- ◆ 2009 Sheri Pierce, MMC, City of Valdez
- ◆ 2008 Colleen Ingman, MMC, City and Borough of Sitka
- ◆ 2007 Marjorie Harris, CMC, Municipality of Skagway
- ◆ 2006 Kristie Smithers, MMC, City of Wasilla
- ◆ 2005 No recipient
- ◆ 2004 Bertha Panigeo, CMC, North Slope Borough
- ◆ 2003 Sandra Dillon, CMC, Matanuska-Susitna Borough
- ◆ 2002 Linda Murphy, MMC, Kenai Peninsula Borough
- ◆ 2001 Mary Calhoun, CMC, City of Homer
- ◆ 2000 Mona Lisa Drexler, CMC, Fairbanks North Star Borough

Clerk of the Year Award History

The Clerk of the Year award was established in 2000 to recognize Alaska municipal clerks who have made significant contributions toward furthering the municipal clerk profession, improving municipal government, continuing professional development through education, demonstrating leadership, and making significant contributions to the quality of life in their community.

News in Brief

- * *Congratulations* Sherry Tibbetts, CMC, Bristol Bay Borough Clerk, on her Certified Municipal Clerk (CMC) designation!
- * *Congratulations* Michelle Shuravloff-Nelson, MMC, City of Kodiak, 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](#).
- * Click here for information on IIMC Membership, Education Programs and the upcoming IIMC 2023 Annual Conference in Minneapolis, MN: [IIMC Information](#)

Membership Committee

Join or renew today by completing an application at alaskaclerks.org.

Remember - your membership must be current to serve on an AAMC Committee and to vote at the annual business meeting in December!

Questions? We're here to help!

Lina Cruz (Chair), CMC, Kodiak Island Borough

lcruz@kodiakak.us

Sonya Pevan, CMC, Mat-Su Borough

sonya.pevan@matsugov.us

Adena Benn, CMC, Fairbanks North Star Borough

adena.benn@fnsb.gov

Debbie Speakman, City of Kachemak

cityclerk@kachemak.city

Jessica Earnshaw, City & Borough of Sitka

jessica.earnshaw@cityofsitka.org

Irene Arellano, Kodiak Island Borough

iarellano@kidiakak.us

EstKarlen Magdaong, City of Unalaska

emagdaong@ci.unalaska.org



Recent Recipients of the CMC and MMC Designation

Congratulations to Alaska's recent recipients of the prestigious Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMC) designation from the International Association of Municipal Clerks.

Sherry Tibbetts, CMC, Borough Clerk - Bristol Bay Borough

Michelle Shuravloff-Nelson, MMC, City Clerk - City of Kodiak

The Certified Municipal Clerk (CMC) program is designed to enhance the job performance of the Clerk in small and large municipalities. To earn the CMC designation, a Municipal Clerk must attend extensive education programs. The CMC designation also requires pertinent experience in a municipality. The CMC program prepares the applicants to meet the challenges of the complex role of the Municipal Clerk by providing them with quality education in partnership with institutions of higher learning, as well as State / Provincial / National Associations. The CMC program has been assisting clerks to excel since 1970.

CALL FOR CANDIDATES

ALASKA ASSOCIATION OF MUNICIPAL CLERKS

INTERESTED IN BECOMING A PART OF THIS GREAT ORGANIZATION?

AAMC is currently accepting declarations of candidacy for several positions on the executive board. Being on the AAMC executive board is a rewarding experience, and is a great opportunity to utilize your skill set and help direct the future of AAMC.

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.

For more information on each position and forms required please go to: <https://www.alaskaclerks.org/general/page/2022-aamc-executive-board-declaration-candidacy-0>

If you have any questions on being on the executive board please reach out to AAMC President Brenda Ballou at bballou@cityofseward.net

AAMC – Promoting Sound Local Government since 1965

If you are interested in running for any of the offices above, please click here for the Declaration Form: https://www.alaskaclerks.org/sites/default/files/fileattachments/general/page/1757/2023_aamc_declaration_financial_com.pdf

Notice to Prospective Board Candidates

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 on pages 6 and 7), and submit them by **August 31, 2022**, 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.

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 Jamie Heinz, MMC, Municipality of Anchorage

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

WWW.ALASKACLERKS.ORG

This newsletter was published by
Communications Director

Kim Lane

clerk@wrangell.com

907-874-2381



Summer