



# Alaska Association of Municipal Clerks

## SEEKING NOMINATIONS FOR THE 2023 MUNICIPAL CLERK OF THE YEAR

July 5, 2023

Dear Municipal Official:

The Alaska Association of Municipal Clerks (AAMC) invites you to nominate a municipal clerk as the **2023 Municipal Clerk of the Year**.

To be eligible, the nominee must be a municipal clerk who is a member of AAMC and has made significant contributions to furthering the municipal clerk profession. Please see the attached nomination form for award criteria.

Persons interested in submitting a nomination must complete the attached nomination form and provide the required documentation. The deadline for submission is **Friday, August 18, 2023**. If your nominee is selected for the award, you will be notified. The award will be presented on Tuesday, December 5, during the 2023 AAMC Annual Conference Awards Ceremony and Banquet at the Dena'ina Center in Anchorage.

Beginning in 2000, twenty two municipal clerks from communities across Alaska have received this prestigious award. Please consider adding to the list by nominating a municipal clerk from your municipality.

Completed nomination forms and associated documentation must be received no later than **Friday, August 18, 2023**. Nominations may be submitted via email, fax, or postal service. The nominator is responsible for ensuring the form and documentation is received by the deadline. All nominations are confidential.

Should you have questions about the nomination form, please feel free to contact me at [mjacobson@ci.homer.ak.us](mailto:mjacobsen@ci.homer.ak.us) or 907-235-3130.

Sincerely,

A handwritten signature in black ink that reads "Melissa Jacobsen". The signature is written in a cursive, flowing style.

Melissa Jacobsen, MMC  
City Clerk, City of Homer  
Clerk of the Year Committee Chair



# Alaska Association of Municipal Clerks

## CLERK OF THE YEAR AWARD RECIPIENTS

- 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 M. 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, CMC  
City of Fairbanks
- 2011 - Laurie Sica, MMC  
City & Borough of Juneau
- 2010 - Jean Lewis, CMC, City of Seward
- 2009 - Sheri Pierce, MMC, City of Valdez
- 2008 - Colleen Ingman, MMC  
City & Borough of Sitka
- 2007 - Marjorie Harris, CMC  
City & Borough 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



## Alaska Association of Municipal Clerks 2023 Municipal Clerk of the Year Nomination Form

Name of Nominee: \_\_\_\_\_

Title: \_\_\_\_\_

*Who may we contact with questions about the nomination, if any?*

Name and Title of Contact: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Award Criteria:** On a separate sheet of paper, describe in detail how the nominee meets **each** award criteria below and attach letters of recommendation to substantiate why the nominee should be selected for the Municipal Clerk of the Year award.

1. Describe how the nominee has made significant contributions to furthering the municipal clerk profession, including their involvement with the Alaska Association of Municipal Clerks.
2. Describe how the nominee is committed to the improvement of municipal government in Alaska and in his or her home community.
3. Describe how the nominee is dedicated to continuing professional development through education.
4. Describe how the nominee demonstrates leadership in the office of municipal clerk and in the community.
5. Describe how the nominee has made significant contributions to the quality of life in the community in which he or she serves.
6. Describe the nominee's length of service.

**THERE IS NO LIMIT TO THE AMOUNT OF DOCUMENTATION SUBMITTED WITH THIS NOMINATION.**

This nomination form and accompanying documentation must be received no later than **Friday, August 18, 2023**. Nominations may be submitted via email, fax, or postal service. The nominator is responsible for ensuring the form and documentation is received by the deadline.

Submit the Nomination to:

City of Homer  
Office of the City Clerk  
Melissa Jacobsen, City Clerk  
491 E. Pioneer Avenue  
Homer, AK 99603

mjacobsen@ci.homer.ak.us  
Fax: 907-235-3130