

Annual Report

International Institute
of Municipal Clerks

2022



MISSION

The International Institute of Municipal Clerks (IIMC) is a professional, non-profit association that promotes continuing education and certification through university and college-based institutes and provides networking solutions, services and benefits to its members worldwide.

WHO WE ARE

Founded in 1947, the International Institute of Municipal Clerks is the leading and largest professional nonprofit association serving the needs of Municipal Clerks worldwide. With approximately 15,000 members, IIMC represents municipalities of less than 500 to more than 10 million.

Diverse perspectives in IIMC Membership and Leadership are critical to the Organization's ongoing success. IIMC views its members' diverse backgrounds and interests as assets and is committed to promoting inclusive environments where members from across the Municipal Clerk profession feel valued, respected and welcomed. IIMC does not discriminate based on profession, race, gender, religion, age, sexual orientation, nationality, disability, appearance, geographic location or professional level. IIMC is committed to having Board members that are representative of the diverse make-up of its membership.

President's Message



Sheri Pierce, MMC

IIMC President, 2021-2022

I write this final message as your IIMC President with sincere appreciation and gratitude for the work accomplished by the IIMC Board of Directors, IIMC committee members and our Administrative staff over this past year. Sadly, my year as President seemed to fly by much more quickly than I expected! But as I look back on the many things we accomplished, it was truly an amazing year for our organization.

At the 2021 Mid-Year Meeting of the Board of Directors held in Riverside, California, the Board and the IIMC Foundation accomplished the following:

"IIMC promotes life-long learning, skill development and public service and fosters a spirit of mutual assistance and goodwill among Municipal Clerks around the globe."

- Foundation President Mary Lynn Stratta proudly announced that the Foundation surpassed their goal of \$3 million. As of her report, the Foundation had \$2,689,839 in unrestricted funds and \$903,437 in restricted funds for a total of \$3,593,273. As of August 31, 2021, the Foundation had contributed \$1,216,646.29 to IIMC for scholarships, grants and education programs.
- Executive Director Chris Shalby announced the hiring of Dr. Beatrice Rodriguez as IIMC Director of Professional Development.
- The Board of Directors approved the draft Diversity, Equity, and Inclusion Action Plan and advanced it to the membership at the Annual Business Meeting in Little Rock, Arkansas on May 25th for their vote.

- The Board approved the following Constitution bylaw amendments:
 - Region VIII shall be split into two districts to create an additional region, represented by two additional board members.
 - As recommended by the Policy Committee, two Constitution bylaw amendments that clarify continuation of Board duties during transitions for Officers and Region Directors.
 - As recommended by the Policy Committee, a Constitution bylaw amendment to define meetings which may be held electronically and remove the requirement that the annual business meeting be held in person.
 - As recommended by the Elections Committee, the time allotted for voting in the IIMC Vice President Election shall be shortened to three (3) weeks.
- Through a blind selection process, the board selected Reno, Nevada as the 2026 IIMC Conference site.



Notably, at a special meeting of the Board of Directors in March, the Board approved honorary membership for Vincent Buttiglieri, MMC and Monica Martinez Simmons, MMC. It was my great honor to present

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these Past Presidents with their honorary memberships at the Annual Conference in Little Rock.

To round out the year, at their meeting in May, the Board acted to add two virtual Special Meetings of the Board of Directors: one to be conducted between the Annual Board Meeting in May and the Mid-year meeting and the second between the Mid-Year meeting and the next Annual Board meeting. At the same meeting the Board accepted the Elections Committee recommendation to amend the policy which outlines the process for determining election results, establishing that the successful candidate for Region Director or Vice President must be elected by Plurality Vote (the candidate receiving the largest number of votes has plurality).

IIMC's financial picture continues to remain strong. The highlight of our budget year was IIMC reaching the milestone of establishing a \$1 million-dollar Board Designated Reserve Fund. We are extremely grateful for the work of our Budget Committee, Finance Specialist Janet Pantaleon and CPA Consultant Connie Parker.

Last but not least, I am extremely proud of the work put forth by the Education and Professional Development Staff, Education Committee, Board of Directors and the Municipal Clerks who developed the "Beyond the MMC" continuing education program for those members who are MMCs. We are in the final stretch of launching this program in 2023. Providing ongoing education opportunities for Municipal Clerks throughout the span of our careers is essential for maintaining the highest level of professional service to local government. We have work to do educating our municipal officials and city administrators about the importance of supporting ongoing education for Municipal Clerks. IIMC recognizes the importance of providing talking points and informational materials to assist in promoting the program and garnering support for allocation of education funds. For Clerks who work directly for a city administrator, the need for life-long learning should clearly have their support. Just like IIMC, the International City/County Management Association (ICMA) provides leadership development programs for every level of a City Manager's career. The ICMA

website speaks to the commitment of their members through "adherence to high standards of integrity, and an assessed commitment to lifelong learning and professional development."

It has been an honor to serve you over the past seven years as a board member and an executive committee member. Serving as President of an International Association, comprised of members who unselfishly dedicate their lives to public service, is a tremendous honor. When asked about my role as President and the makeup of our membership, there has been wonderment over the diversity of our Organization. How, they asked, could a member from a small rural town in Mississippi relate to a member from the City of Los Angeles? What could possibly be the similarity between a member in the Netherlands and a member in South Africa? For me, the answer was simple. We are all committed to our Organization's primary purpose:

"IIMC promotes life-long learning, skill development and public service and fosters a spirit of mutual assistance and goodwill among Municipal Clerks around the globe."

In closing, I would encourage you all to not wait a minute longer...do something in life which creates a place in your heart that never fails to make you happy.



It has been a wonderful year, thank you all again for making me so happy.

Executive Director's Update



Chris Shalby

IIMC Executive Director

Without rehashing the past couple of years, needless to say, much has occurred, and our staff has adapted to changing work paradigms, with modified schedules and conforming to personal and professional changes. IIMC, like its members, has adapted a new, fresh perspective on how we accomplish our work – we adhere strictly to a bottom line – where member services, education and Organizational governance are paramount. This is what drives us.

We continue to effectively communicate with you – our members -- and to focus on new and innovative ways of meeting. Our obligatory pandemic sessions of engagement via “Coffee with IIMC President” continue and are now part of IIMC’s operating fabric.

We held a successful in-person Annual Conference in Little Rock, AR, as we focused on returning to a standard meeting. Little Rock was a kick start to continued, innovative and successful future traditional Conferences.

Board of Directors

The Board of Directors governs IIMC in an understandable, transparent and effective method, compliant and adhering to established financial and governance policies and the Constitution. Prior to each Board meeting, the Board holds an all-day session on Board development, reviewing roles and responsibilities and participating in practices to embellish their service on how a Board operates. IIMC now conducts a virtual orientation with every incoming Board member to acclimate them to the Board’s inner workings.

Those meetings are held semi-annually with each Region Director, as continuing communication with the Board not only prevents miscommunication but

offers an opportunity to delve into business topics that would otherwise take time in a traditional Board meeting.

We concluded our third iteration of the three-year strategic plan, having met nearly 85% of its goals from the first two plans and will be embarking on our fourth strategic plan for 2023 to 2025. The new plan will take into consideration new directions culled from the 2022 membership survey.

Headquarter Building

IIMC relies on its tenants to help with its Headquarter expenses. Currently, we have two tenants. We have signed a five-year lease with the option of an additional five years after 2027 with one. Our other tenant began their three-year lease in August 2022. Both tenants’ leases will generate approximately \$5,734 in monthly income. IIMC’s monthly mortgage is approximately \$2,900, leaving IIMC with a windfall.

As with anything regarding maintenance, Headquarters is no different. From repaving our parking lot to serving tenants’ needs, IIMC is fortunate to use the windfall from rental income to maintain its investment. A property management firm helps coordinate the building’s upkeep.

IIMC Personnel

All Departments are operating efficiently. IIMC currently has a hybrid schedule with the majority of staff in the office two or more days per week and working remotely on those other days. We also have three staff members who work out of state. We have ten full time staff and five independent contractors. IIMC’s staff operates as a cohesive and professional group. These individuals are self-starters, creative, and have the utmost interest in maintaining this Organization’s

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viability and premier status as the only professional global Organization for Municipal Clerks.

Finance

The 2022 year-end budget will mark the sixteenth consecutive year the Organization has produced a balanced budget. General fiscal responsibility has shaped where IIMC is today regarding its finances. Financial information is provided on page 10.

In May 2022, IIMC realized \$1 million in its Board Designated Reserves. This has been a collective effort for the past 10 years. Our goal is to reinvest those funds generating interests toward educational, scholarships and other endeavors. This is quite an accomplishment, considering 12 years ago, IIMC was struggling financially. IIMC's financial accomplishments are a strong indication of an Organization's collective efforts and willingness to adhere to a set budget, work with a financially conservative outreach policy and a conference selection process, all the while continuing to broaden its horizons and provide members with valuable services.

2022 Conference – Little Rock, AR

The 2022 Conference in Little Rock attracted 791 total attendees with 556 Delegates. We estimated 650 Delegates/25 guests for the 2022 Conference and a projected profit of \$9,802. The reduction in Delegate numbers negated additional revenue. We determine attendance from tabulating past Conferences to produce an average number of delegates.

Due to attendance not meeting projections, we encountered light attrition which reduced miscellaneous income. We did generate income from acquiring ten sponsors. Conferences are IIMC's major method of procuring additional dollars. It's imperative that we continue to follow policies, processes and standard monitoring practices to ensure these events are successful from a financial standpoint.

Education

The Education Department has been consistently solid in meeting members' educational needs and staying abreast of education guideline improvements. IIMC's Director of Professional Development, Dr. Bea Ro-

driguez, oversees the department's overall direction regarding certification programs, Association course reviews, Institute Annual Reports, the Athenian Dialogue process, Foundation scholarship, and grant programs, and the logistical duties of planning the Annual Conference education program including speakers, program development and session certification were a team effort.

Certification/Calendly – The department receives a high influx of certification applications. Using the Calendly scheduling system continues to be instrumental in the success of the certification process and allows for a high level of customer service to continue to be delivered. It is a convenient way of knowing exactly where you stand in your progress or to have your questions answered by our Certification Manager.

CMCs and MMCs – This year, IIMC has awarded an additional 162 CMC designations and 64 MMC designations. Overall totals: CMC = 4,569; MMC = 1,385

Contactless Conference Certificates – In 2021, the department launched online assessments and contactless certificate distribution. Aligning with the request of the 2021 conference attendees, the department brought back this model in 2022 with the support of the Conference Committee. This process allows instant access to attendance certificates and those seeking certification credit may submit their materials immediately following the Conference rather than six weeks later. The department plans to continue the use of contactless conference certificates in 2023.

Athenian Leadership Society

Virtual dialogues are now a permanent option. This has made a huge impact on the number of individuals attending dialogues; the number of dialogues being hosted by Institutes and Associations and the number of Athenian Fellow recognitions awarded. There are currently 69 approved Athenian Facilitators and approximately 200 Fellows and more than 220 approved books.

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Course Review Process

Course reviews continue to come in weekly and the department works with each association to ensure high quality education programs being offered on the local level. The enhancements made to the submission process continue to streamline the review process and ensure accuracy.

2022 Online Professional Development Program

New online professional development education sessions for IIMC members continue to gain attraction. Topics of interest include Ethics, Diversity, Equity, and Inclusivity (DEI), Leadership principles and practice, strengths-based leadership, and other topics relevant to members' professional responsibilities.

Online Education Programs

Captus Press – IIMC has produced eleven non-interactive, on demand webinars available through Captus Press. Not only has the department helped create these courses, the rebates returned to IIMC help us toward the creation of new online courses and conference education sessions. We have generated more online learning opportunities for the future.

MindEdge Learning – This online learning partnership launched in January 2018 and has been a valuable resource to access courses for IIMC members.

Ed2Go Online Programs – IIMC has been a retail partner of Ed2Go for many years and these sessions continue to be consistently taken advantage of by the IIMC membership.

NACo High Performance Leadership Academy – The High-Performance Leadership Academy from the National Association of Counties (NACo) is a 48-hour leadership program eligible for eight CMC Experience, eight MMC Advanced Education or eight MMC Professional Contribution points. NACo has given IIMC members a \$300 scholarship toward the registration costs of the program. IIMC is delighted to be able to share a top-notch program with the membership.

Education P.L.U.S. Program (formerly the Beyond the MMC Program)

The department has created a draft of a potential continuing education program for those that have completed their MMC designation. The draft program will be presented to the IIMC Board prior to launching.

Membership

IIMC's membership numbers in Region I through XI remain consistent. We have seen growth in our Deputy Memberships since 2015. Our Inactive 2 Active Member Drive has brought in 356 new members from 2017 to present day. Municipalities find themselves with budget constraints, thus we see the ebb and flow of our association membership numbers. Beginning in 2023, the department will embark on a new membership campaign.

Marketing/Communications

It's been 14 years since the News Digest has functioned as an on-line E-zine. IIMC has realized more than \$1 million in savings these past years distributing digitally instead of printing and mailing. Being an on-line magazine allows IIMC live editing capability and expediency in member delivery and does not rely on advertising to help pay for costs toward printing hard issues.

The department continues to direct our website and media platform and coordinates the weekly E-briefings, IIMC President's videos outreach, monthly online News Digest and does an excellent job working with Region Directors on their Region newsletters and other outreach events.

The News Digest has an open rate of approximately 26% when distributed as a stand-alone piece. Industry standards range between 18% to 22%.

The E-Briefings have an average open rate of approximately 30%, a considerable percentage in this area. Approximately 79% of the membership views the E-briefings on their PC; and 21% of the Membership views the E-briefings on a mobile device. These numbers depict a membership that is engaged with their Organization and receptive to receiving weekly and monthly communiqués.



Facebook

Currently, Facebook is the predominant social media platform maintained by IIMC since the bulk of members who use social media are most active on Facebook.

LinkedIn

The department is working on expanding its LinkedIn presence to promote a shift of professional networking to its site. With development of the LinkedIn platform, the goal is to encourage members to participate in professional networking on LinkedIn and social networking on Facebook.

Membership Cards

At the beginning of the year, the department designed, produced and distributed the IIMC Membership Card. This campaign eased the registration process for the 76th IIMC Annual Conference in May 2022 and prompted several members to pay delinquent dues and several others to renew their memberships early. The department is currently working to automate card distribution.

IIMC Institutes

Education Advisory Group – The Education Advisory Group (EAG) is a voluntary group of Institute Directors which is currently operating with six members. These six members continue to be a strong team and excellent resource for the department. As with everything else that is in flux, IIMC is witnessing change in Institute Directors as current ones retire or resign and are replaced with new ones. IIMC's commitment to Institutes and their programs is paramount.

Pennsylvania – IIMC and the Region II Directors have met with representatives of Albright College with the hopes of creating an Institute in Pennsylvania.

International Certification – We have not experienced a significant increase in application numbers from Region X or XI. However, we continue to promote continuing professional Development via Region XI Symposiums. We are researching ways of introducing Athenian Dialogues in these Regions and it's optimistic that we may hold two in 2023.

IIMC Foundation

The Education Department acts as a liaison for the Foundation and holds the records for all scholarships and grants. The Foundation provided IIMC with approximately \$40,000 in education funds in 2021-2022. Those funds are used toward conference facilitators, general speakers and other education programs.

CMC/MMC Scholarships

The 2022 CMC/MMC restricted scholarship applications, which provide reimbursement for Institute and Academy attendance, continue to attract applicants from throughout the Regions.

IIMC offers Conference and Region Grants. Applicants are invited to visit www.iimc.com to discover how individuals and Regions can apply for these Grants.

National Highlights – Regions X and XI

IIMC now has four solid affiliations with our Region X (Canada) associations – AMCTO (Ontario); LGMA (British Columbia); AMCA (Alberta); and PMA (Newfoundland/Labrador).

Membership numbers in Region XI (outside North America) are approximately 5,000 members with the United Kingdom leading the way with 4,800 members. IIMC's third Region XI Symposium took place in June 2019 in England. Plans are already underway for the 2023 Symposium and the Study Abroad Program, both to be held in the Netherlands.

Our Region XI International Consultant works closely to grow membership, generate regular communication between IIMC, Region XI directors and Region XI members, supplementing and complementing materials provided by IIMC. We produce twice annually a Region XI Update, a newsletter that highlights the associations in that region.

IIMC's efforts in Region XI are coming to fruition, especially in terms of overall membership numbers. We continue to look forward to growing the membership and, more importantly, promoting IIMC education and professional development.

As an Organization, IIMC continues playing a special role in local government through its dedicated members – Municipal Clerks. IIMC continues to change and evolve as an Organization. We have a staff who truly enjoys working together and is devoted to IIMC's mission and its members. On their behalf, it's an honor and a pleasure serving as your Executive Director.

Committees - Valuable Vehicles That Drive IIMC

Committees are important systems used to accomplish much for IIMC. They take on specific and detailed work when the task is too complex and time consuming to handle in Board meetings. What's more, IIMC Committees provide opportunities for the Organization to foster and develop talent to keep the leadership pipeline full. Involving more people, allowing volunteers to use their specialized skills or interests, and addressing work in groups make IIMC Committees a necessary and essential asset for the Organization.

IIMC regularly performs a sunset review of its existing committee structure and adjusts it based on the Organization's changing governance needs. In the past, the Board eliminated the Program Review Committee and created the Education Professional Development Committee, combined two separate committees – Membership and Mentoring – into one committee and eliminated the Legislative Committee.

IIMC members who volunteer to serve on Committees reap great rewards, realizing their service and commitment are learning and growing experiences. As with every association, volunteers are key to any association's growth and success. Without volunteers, associations stagnate.

During the course of 2021 and 2022, standing committees worked toward common goals and objectives,

providing input on direction and were instrumental in bringing new ideas or programs to fruition. All Committees are required to file mid-year and year-end reports regardless of whether they recommend action.

The following Committees submitted 2021 – 2022 reports with NO ACTION REQUIRED:

- Conference
- International Relations
- Membership/Mentoring
- Public Relations/Marketing
- Records Management
- Research and Resource

The following Committees submitted 2021 – 2022 year-end reports with ACTION REQUIRED:

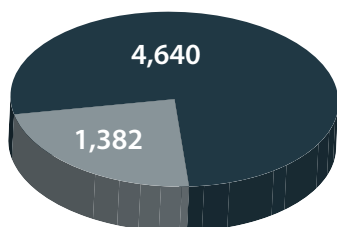
- Budget and Planning
- Conference
- Elections
- Education and Professional Development
- Policy

In a nutshell, all reports with action were accepted with minor adjustments, proving that effective and constant communication between the Board, staff and committees are crucial and imperative to a healthy Organization.

NOTE: IIMC gratefully acknowledges and thanks each committee Chair, Vice Chair and members for their insight and collaborative efforts in meeting their goals and objectives.

Certification and Master Municipal Clerk Academy Figures

The Certified Municipal Clerk program began in 1971.



As of August 2022, there is a total of 4,640 active CMCs and 1,382 MMCs worldwide.



Independent Account's Compilation Report

Board of Directors
International Institute of Municipal Clerks
Rancho Cucamonga, California

Management is responsible for the accompanying financial statements of International Institute of Municipal Clerks (A Not-for-Profit Corporation), which comprise the statements of financial position as of December 31, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of information provided by management. We do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

We have previously compiled the International Institute of Municipal Clerks' 2020 financial statements and issued a compilation report on those financial statements in our report dated May 3, 2021. The summarized comparative information presented herein as of and for the year ended December 31, 2020, is consistent, in all material respects, with the compiled financial statements from which it has been derived.

GYL LLP
Ontario, California
May 3, 2022

**INTERNATIONAL INSTITUTE OF
MUNICIPAL CLERKS**
(A Not-for-Profit Corporation)

STATEMENTS OF FINANCIAL POSITION

December 31, 2021
(Summarized Totals for 2020)

ASSETS			
		<u>2021</u>	<u>2020</u>
Current Assets			
Cash and cash equivalents	\$	2,372,926	\$ 2,164,548
Accounts receivable		17,988	15,174
Prepaid expenses		3,574	22,057
Conference prepaid expenses		61,576	40,847
Total Current Assets		<u>2,456,064</u>	<u>2,242,626</u>
Property and Equipment, net		<u>773,114</u>	<u>811,797</u>
Total Assets	\$	<u><u>3,229,178</u></u>	<u><u>\$ 3,054,423</u></u>
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts payable	\$	29,361	\$ 33,711
Accrued liabilities		77,522	68,000
Deferred revenue		871,732	833,213
Tenant security deposits		3,558	4,358
Mortgage note payable - current portion		14,513	14,015
Total Current Liabilities		<u>996,686</u>	<u>953,297</u>
Long-Term Liabilities			
Mortgage note payable		<u>516,136</u>	<u>528,627</u>
Total Liabilities		<u>1,512,822</u>	<u>1,481,924</u>
Net Assets			
Without Donor Restrictions			
Undesignated		543,028	473,641
Investment in property and equipment, net of related debt		242,465	269,155
Board designated for operating reserve		930,863	829,703
Total Net Assets Without Donor Restrictions		<u>1,716,356</u>	<u>1,572,499</u>
Total Liabilities and Net Assets	\$	<u><u>3,229,178</u></u>	<u><u>\$ 3,054,423</u></u>



**INTERNATIONAL INSTITUTE OF
MUNICIPAL CLERKS**
(A Not-for-Profit Corporation)

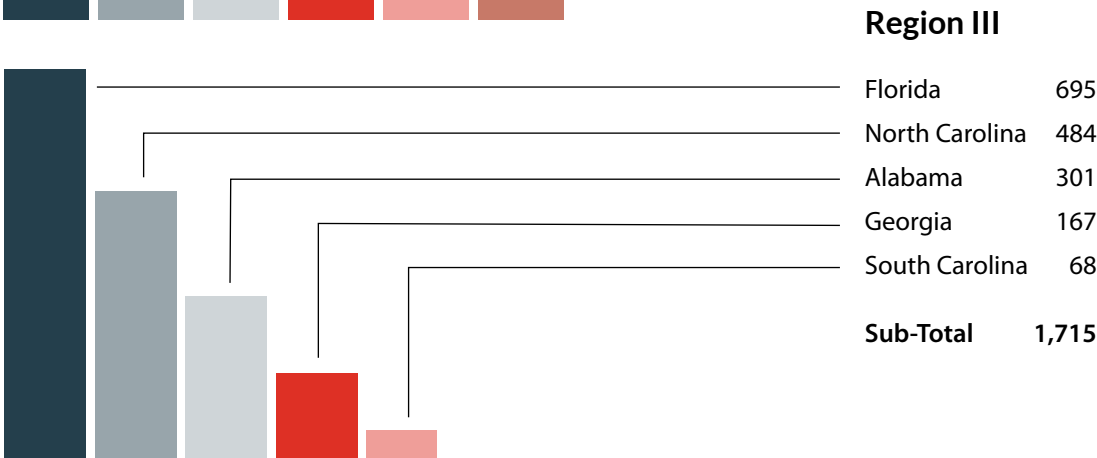
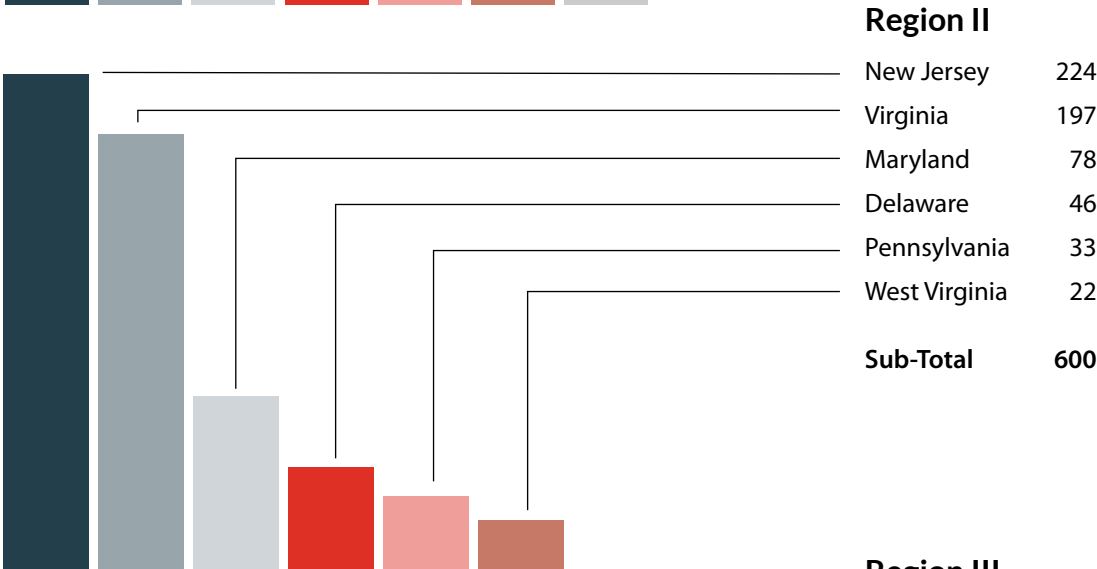
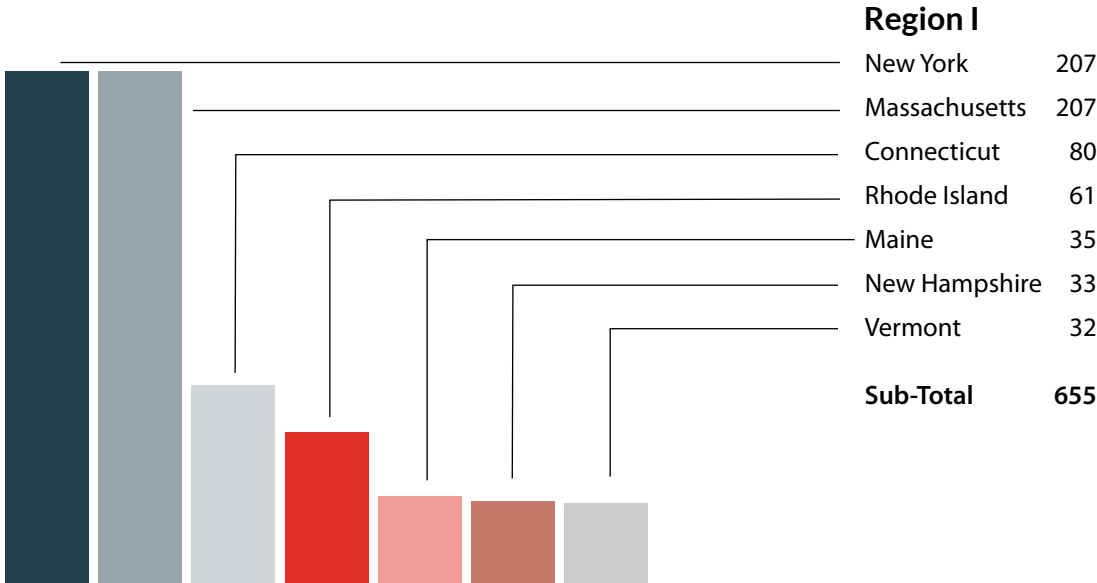
STATEMENTS OF ACTIVITIES
For the Year Ended December 31, 2021
(Summarized Totals for 2020)

	Without Donor Restrictions	With Donor Restrictions	Total	
			2021	2020
REVENUES				
Membership dues	\$ 1,337,093	\$ -	\$ 1,337,093	\$ 1,348,051
Conference	370,125	-	370,125	13,565
Education	184,224	-	184,224	270,647
Marketing development and promotion	21,891	-	21,891	25,905
Building rental	50,022	-	50,022	55,055
Interest	3,270	-	3,270	15,923
Total Revenues	<u>1,966,625</u>	<u>-</u>	<u>1,966,625</u>	<u>1,729,146</u>
EXPENSES				
Program Services				
Education	249,284	-	249,284	345,064
Conference	411,847	-	411,847	88,614
Member services	255,936	-	255,936	256,180
Marketing development and promotion	157,953	-	157,953	135,243
Building	82,513	-	82,513	115,257
Supporting Services				
General and administration	665,235	-	665,235	695,365
Total Expenses	<u>1,822,768</u>	<u>-</u>	<u>1,822,768</u>	<u>1,635,723</u>
Change in net assets	143,857	-	143,857	93,423
Net assets, beginning of year	<u>1,572,499</u>	<u>-</u>	<u>1,572,499</u>	<u>1,479,076</u>
Net assets, end of year	<u>\$ 1,716,356</u>	<u>\$ -</u>	<u>\$ 1,716,356</u>	<u>\$ 1,572,499</u>



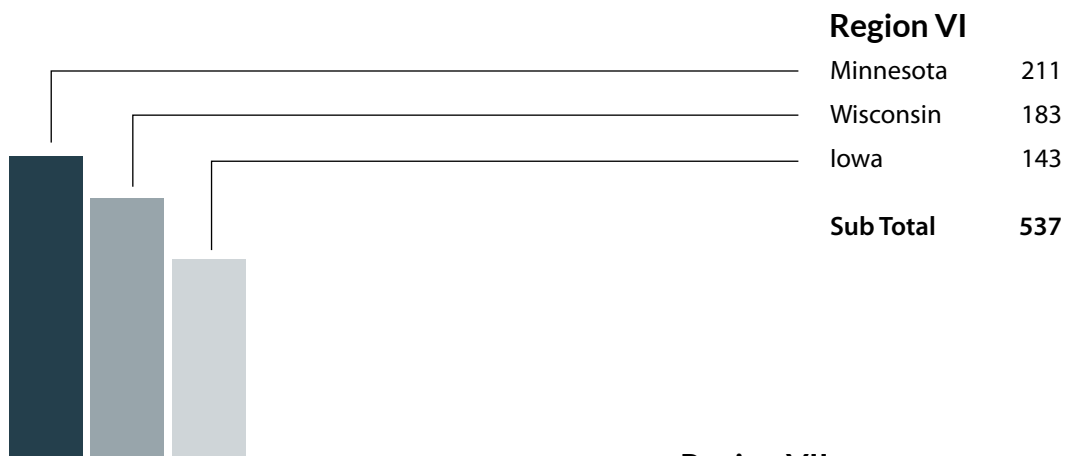
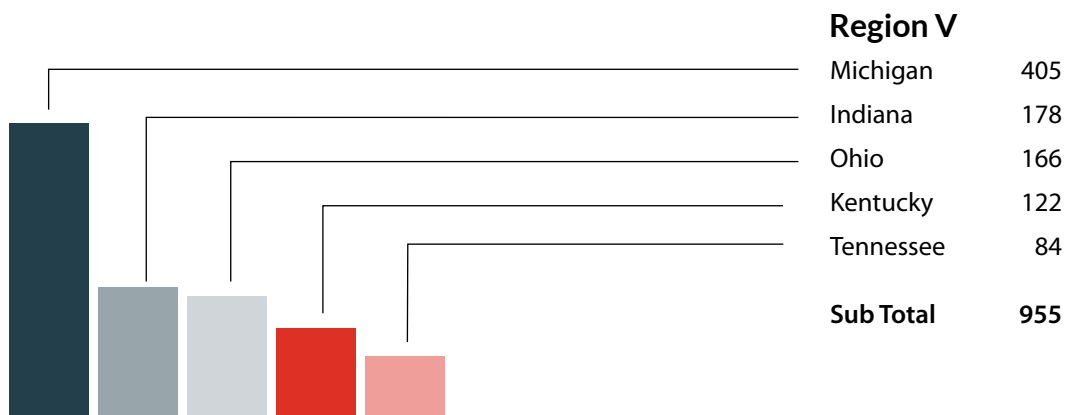
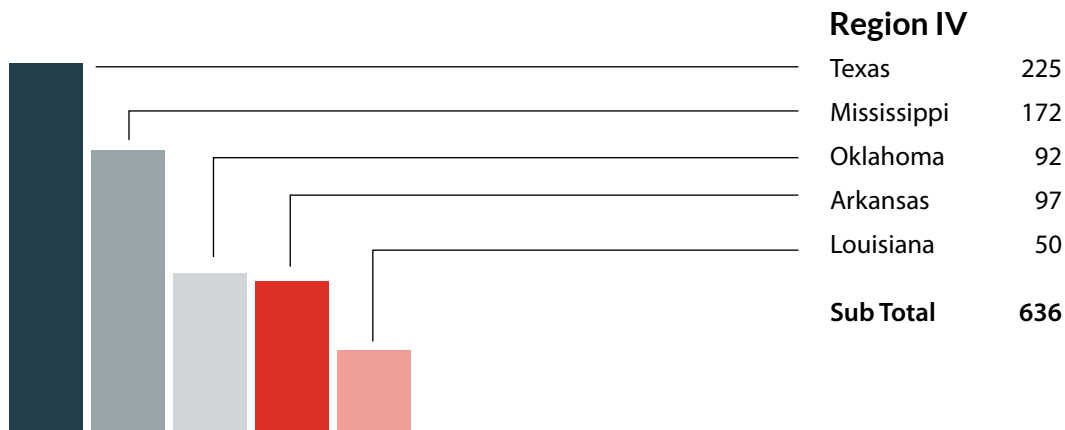
IIMC State/Regional/National Membership

The following chart represents IIMC membership in each state, province and country. As of August 2022, California leads all states in membership with 1,080. Region XI (Outside North America) leads all Regions in total membership with 5,491. British Columbia leads all members in Canada with 111. England leads all countries in Region XI with 4,795 members, followed by the Netherlands with 554. IIMC’s total membership is 14,634.



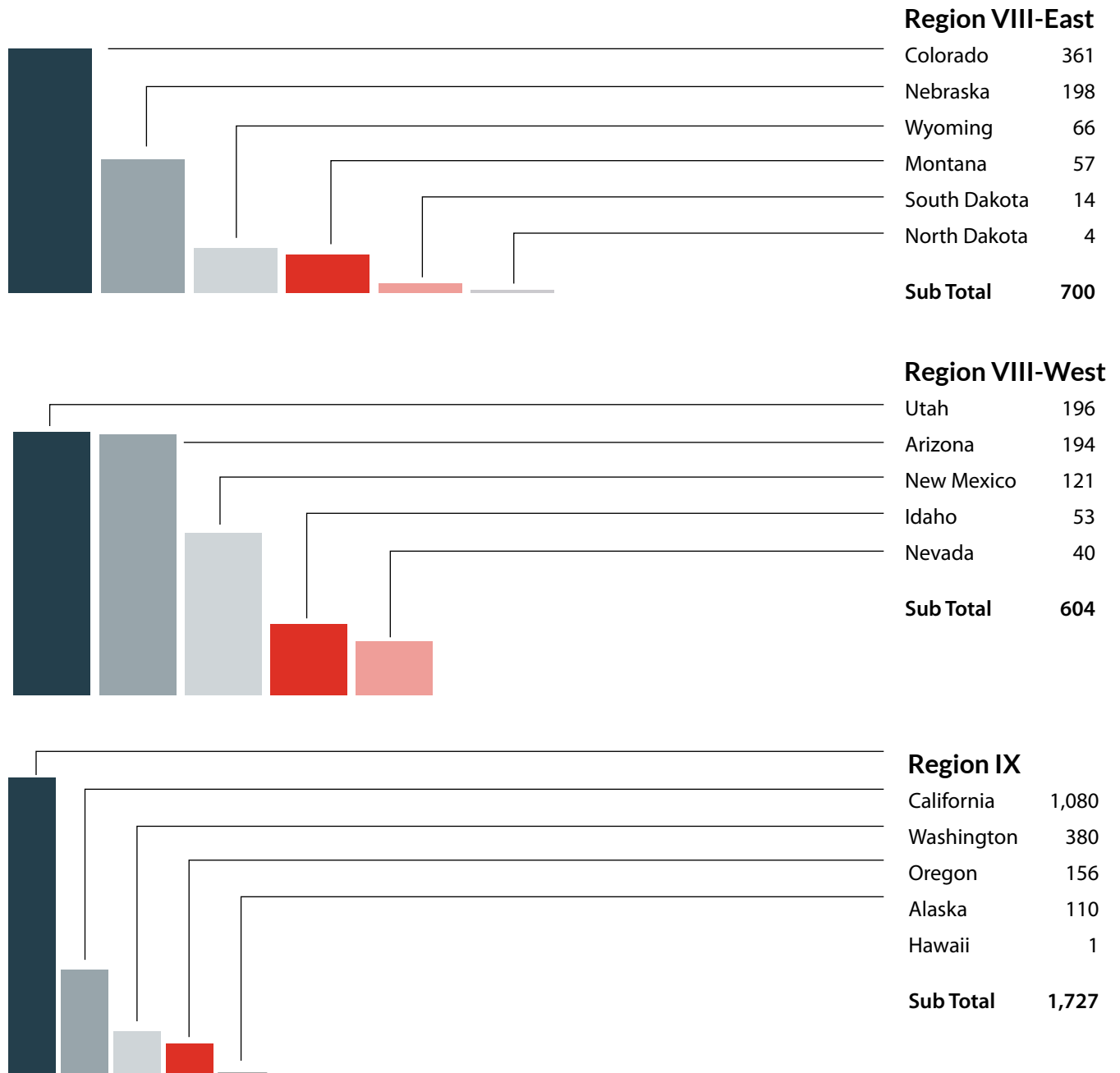


IIMC State/Regional/National Membership (continued)



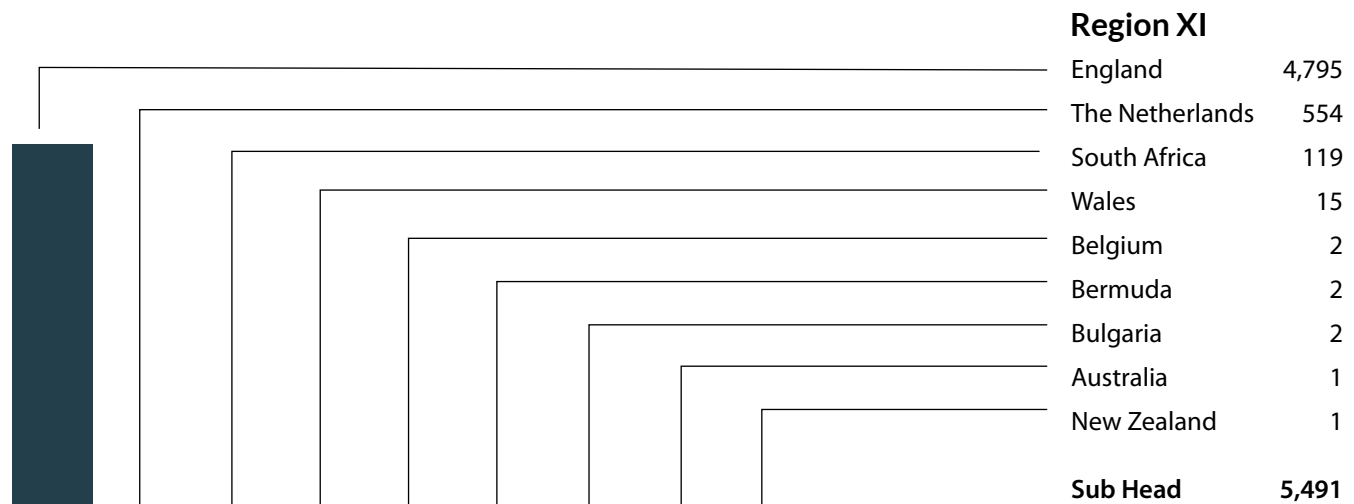
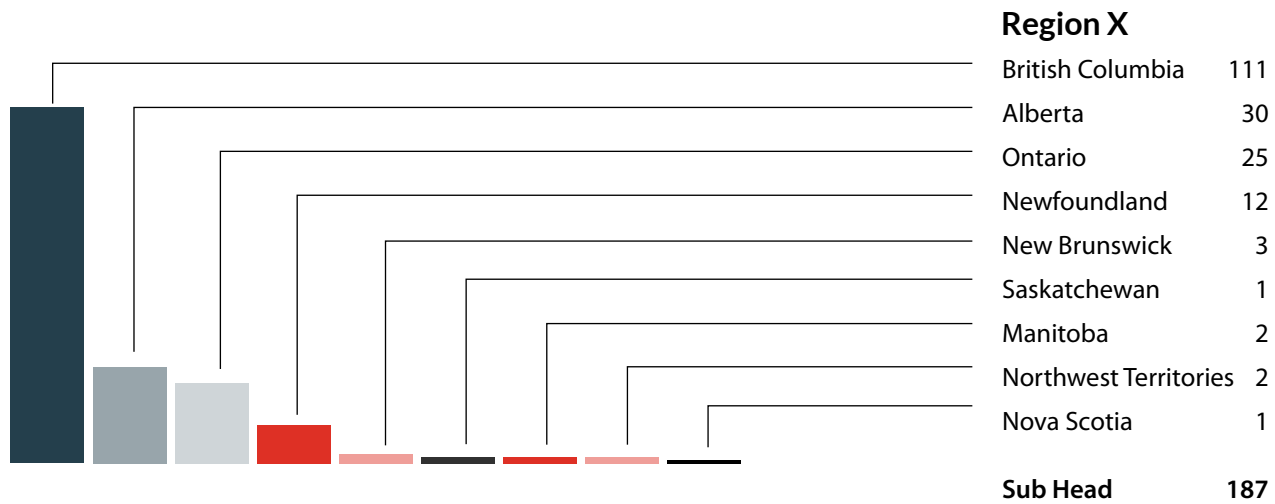


IIMC State/Regional/National Membership (continued)





IIMC State/Regional/National Membership (continued)



Total Membership.....14,634

IIMC Board of Directors



PRESIDENT
Sheri Pierce, MMC
*City Clerk
Valdez, AK*



PRESIDENT ELECT
Pamela Smith, MMC
*City Clerk
Lee County, FL*



VICE PRESIDENT
Mary Ann Hess, MMC
*City Clerk
Laurel, MS*



IMMEDIATE PAST PRESIDENT
Mary Johnston, MMC
*Clerk of Council/Records
Westerville, OH*

DIRECTORS – 2022 EXPIRATION

Ann Quirk, MMC
*Town Clerk
Barnstable, MA
Region I*

Teresa “Terri” K. Hudson, MMC
*City Clerk
Milford, DE
Region II*

Camilla Pitman, MMC
*City Clerk
Greenville, SC
Region III*

Janis Bates, MMC
*Executive Secretary/Clerk of Council
Tipp City, OH
Region V*

Lisa Garcia, MMC
*Deputy Town Manager/Town Clerk
Florence, AZ
Region VIII*

Scott Passey, MMC
*City Clerk
Edmonds, WA
Region IX*

Angila Bains, CMC
*Manager Legislative Services/
Municipal Clerk
District of Saanich, BC, Canada
Region X*

DIRECTORS – 2023 EXPIRATION

Diane Pflugfelder, MMC
*Municipal Clerk/Administrator
Liberty Township, NJ
Region II*

Phyllis McGraw, MMC
*City Clerk
Bossier City, LA
Region IV*

Gloria Christensen, MMC
*City Clerk
Humboldt, IA
Region VI*

Janet E. Gray, MMC
*City Clerk
Rantoul, IL
Region VII*

Stephen Huycke, CMC
*Director Legislative Services/City Clerk
Richmond Hill, Canada
Region X*

Sarah Jeffries
*Parish Clerk
Maiden Bradley with Yarnfield Parish
Wiltshire, UK
Region XI*

DIRECTORS – 2024 Expiration

Sue Haag, MMC
*Town Clerk/Tax Collector
Austerlitz, NY
Region I*

Lee Frazier, MMC
*City Clerk
Birmingham, AL
Region III*

Angela E. Richburg, MMC
*City Clerk/Finance Director
Byram, MS
Region IV*

Angie Marshall, MMC
*City Clerk/City Recorder
Kingsport, TN
Region V*

Marita Rhude, MMC
*City Clerk/Treasurer
Barrett, MN
Region VI*

Celyn N. Hurtado, CMC
*City Clerk
Garden City, KS
Region VII*

Ruth Post, MMC
*City Recorder
Philomath, OR
Region IX*

Hans Rijs, MMC
*Municipal Clerk
Bodegraven-Reeuwijk, the Netherlands
Region XI*

