



# News Digest

*The Premier Organization for Municipal Clerks Since 1947*

**November 2025**



**80th IIMC Annual Conference**  
**May 17 - 21, 2026 • Reno, Nevada**



The Fleischmann Planetarium and Science Center is a historic landmark, deeply ingrained in the fabric of the Reno community. Opened in 1963, the Planetarium was designed by Raymond Hellmann, a local architect who designed more than \$100 million in construction upon moving to Reno in 1951.

Over the course of its history, the Planetarium has hosted thousands of field trips for students eager to learn about atmospheric science, and continues to immerse students in interactive field trip experiences seven days a week. In addition, the center is open to the local community, and provides people of all ages with access to public screenings in the Full-Dome Theater and a plethora of exhibits around the facility. The Science Store also serves as a one-stop-shop for all sorts of intergalactic gadgets and gifts, perfect for space and science lovers alike.

<https://www.unr.edu/planetarium/about>





# Table of Contents

President's Message .....	4
Letter to My Colleagues Around the World .....	6
County Clerk Bryson Behm .....	10
Awarded VOTE Certification	
Civic Plus Empowering Local Governments .....	12
with Integrated Agenda, Meeting, and Codification Solutions	
Modernizing Municipal Records .....	14
IIMC Congratulates Education PLUS Program .....	16
(EPP) Cohort ONE For Completion Of The Bronze Level Committee Work Is Accomplished Virtually	
2025 Online Professional Development .....	17
Course Schedule	
Reno Conference Spread .....	20
Clerks Without Borders .....	24
Nominations Invited For the Annual Institute .....	26
Director Award of Excellence 2025	
2026 Online Professional Development .....	28
Course Schedule	
2026 IIMC Board Vacancies: Make A .....	30
Difference In IIMC's And Your Future!	
Pega Awards .....	32
2026 Quill Award .....	34
Calendar .....	38

## IIMC Staff

### ADMINISTRATION

#### Executive Director

Chris Shalby  
chriss@iimc.com

#### Office Manager

Janet Pantaleon  
janetp@iimc.com

#### Administrative Coordinator

Marlena Hernandez  
Marlena@iimc.com

#### Finance Specialist

Shannon Kane  
Shannon@iimc.com

### COMMUNICATIONS

#### Director of Communications

Karen Lee  
karen@iimc.com

### EDUCATION

Director of Professional Development     Beatrice Nevarez Rodriguez, Ed.D.  
bea@iimc.com

#### Associate Director of Professional Development

Jaimis "Jai" Ulrich, Ed.D.  
jaimis@iimc.com

#### Education Coordinator

Iris Hill  
iris@iimc.com

### MEMBERSHIP

#### Director of Member Services

Janis Daudt  
janis@iimc.com

#### Assistant Director Member Services

Tammy Storrie  
tammys@iimc.com

#### Member Services Representative

Stephanie Galarza  
stephanie@iimc.com



## News Digest™



Professionalism In Local  
Government Through Education

Volume LXXVIII No. 10 ISSN: 0145-2290

November 2025

Published 11 times each year the  
*News Digest* is a publication of  
The International Institute of Municipal Clerks  
8331 Utica Avenue, Suite 200  
Rancho Cucamonga, CA 91730

**Chris Shalby, Publisher**  
chriss@iimc.com

**Telephone:** 909/944-4162 • (800/251-1639)  
**FAX:** (909/944-8545)  
**E-mail:** hq@iimc.com

Founded in 1947, IIMC has 75 years of experience improving the professionalism of Municipal Clerks. IIMC has more than 15,000 members representing towns, small municipalities and large urban jurisdictions of more than several million people.

IIMC is affiliated with 49 U.S., & Nine Canadian Associations.  
National affiliations:

- ATAM (Portugal)
- IAM (Israel)
- UDITE (Europe)
- IMASA (South Africa)
- NAMCB (Bulgaria)
- SLCC (England)
- VVG (The Netherlands)
- SOLAR (Scotland)
- ADSO (England)



**www.iimc.com**

Copyright by the International Institute  
of Municipal Clerks. All rights reserved.

# 2025-2026 Board of Directors



**PRESIDENT**  
**Dawn Abrahamson, MMC**  
Vallejo, CA  
[Dawn.Abrahamson@cityofvallejo.net](mailto:Dawn.Abrahamson@cityofvallejo.net)



**PRESIDENT ELECT**  
**Lee Frazier, MMC**  
Birmingham, AL  
[Lee.Frazier@birminghamal.gov](mailto:Lee.Frazier@birminghamal.gov)



**VICE PRESIDENT**  
**Janice Bates, MMC**  
Tipp City, OH  
[batesj@tippcity.net](mailto:batesj@tippcity.net)



**IMMEDIATE PAST PRESIDENT**  
**Lisa Garcia, MMC**  
Florence, AZ  
[Lisa.Garcia@florenceaz.gov](mailto:Lisa.Garcia@florenceaz.gov)

**DIRECTORS – 2026 Expiration**  
**Awilda Hernandez, MMC – II**  
Bowie, MD  
[ahernandez@cityofbowie.org](mailto:ahernandez@cityofbowie.org)

**Sherri Gard, MMC – IV**  
Fort Smith, AR  
[sgard@fortsmithar.gov](mailto:sgard@fortsmithar.gov)

**Elena Hilby, MMC – VI**  
Sun Prairie, WI  
[ehilby@cityofsunprairie.com](mailto:ehilby@cityofsunprairie.com)

**Leesa Ross, MMC – VII,**  
Frontenac, MO  
[lross@cityoffrontenac.org](mailto:lross@cityoffrontenac.org)

**Julie Barnett, MMC – VIII East**  
Evans, CO  
[jbarnett@evanscolorado.gov](mailto:jbarnett@evanscolorado.gov)

**Colleen Mulvey, MMC – VIII West**  
Cedar Hills, UT  
[cmulvey@cedarhills.org](mailto:cmulvey@cedarhills.org)

**Stephen Huycke, MMC – X**  
Richmond Hill, CAN  
[stephen.huycke@richmondhill.ca](mailto:stephen.huycke@richmondhill.ca)

**Linda Larter MBE, BA (Hons) – XI**  
Sevenoaks, UK  
[townclerk@sevenoakstown.gov.uk](mailto:townclerk@sevenoakstown.gov.uk)

**DIRECTORS – 2027 Expiration**  
**Kerri Parker, MMC – I**  
Meredith, NH  
[kparker@meredithnh.org](mailto:kparker@meredithnh.org)

**Lori McWilliams, MMC – III**  
Tequesta, FL  
[lmcmwilliams@tequesta.org](mailto:lmcmwilliams@tequesta.org)

**Curtis Green, CMC – IV**  
Broken Arrow, OK  
[CuGreen@brokenarrowok.gov](mailto:CuGreen@brokenarrowok.gov)

**Kathy J. Walker, MMC – V**  
Nicholasville, KY  
[kathy.walker@nicholasville.org](mailto:kathy.walker@nicholasville.org)

**Trish Gleason, MMC – VI**  
Dubuque, IA  
[Tgleason@cityofdubuque.org](mailto:Tgleason@cityofdubuque.org)

**Marc A. Donohue, MMC – IX**  
Eastvale, CA  
[mdonohue@eastvaleca.gov](mailto:mdonohue@eastvaleca.gov)

**Arnout J.O. van Kooij, MMC - XI**  
IJsselstein, The Netherlands  
[ajo.van.kooij@ijsselstein.nl](mailto:ajo.van.kooij@ijsselstein.nl)

**DIRECTORS – 2028 Expiration**  
**Claudia Weber, CMC – I**  
New Canaan, CT  
[Claudia.Weber@newcanaanct.gov](mailto:Claudia.Weber@newcanaanct.gov)

**Stephanie Coulbourne, CMC – II**  
Milton, DE  
[SCoulbourne@ci.milton.de.us](mailto:SCoulbourne@ci.milton.de.us)

**Mark Massey, CMC – III**  
Savannah, GA  
[MMassey@Savannahga.Gov](mailto:MMassey@Savannahga.Gov)

**Joel Hondorp, MMC – V**  
Grand Rapids, MI  
[jhondorp@grand-rapids.mi.us](mailto:jhondorp@grand-rapids.mi.us)

**Kellie Crowell, CMC – VIII EAST**  
Ravena, NE  
[KCrowell@ravennanebraska.net](mailto:KCrowell@ravennanebraska.net)

**Annie Meridith, MMC – VIII WEST**  
Kingman, AZ  
[ameredith@cityofkingman.gov](mailto:ameredith@cityofkingman.gov)

**Shawn Campbell, MMC – IX**  
Auburn, WA  
[scampbell@auburnwa.gov](mailto:scampbell@auburnwa.gov)

**Steph Palmateer – X – Timmins,**  
Ontario, CAN  
[Steph.Palmateer@timmins.ca](mailto:Steph.Palmateer@timmins.ca)

## The IIMC Mission Statement:

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.



[www.facebook.com/itsmyIIMC](https://www.facebook.com/itsmyIIMC)



[www.youtube.com/channel/UCy-olD-57ligBZuMiek4hKyw](https://www.youtube.com/channel/UCy-olD-57ligBZuMiek4hKyw)



[www.flickr.com/photos/iimccconference](https://www.flickr.com/photos/iimccconference)



# President's Message



**Dawn Abrahamson, MMC**

IIMC President, 2025-2026

**A**s we enter November, I find myself reflecting on the remarkable progress we've made together during the first six months of my term. While unforeseen circumstances have prevented me from accepting invitations to travel and represent IIMC at state, regional, or international conferences since the start of my term, I can honestly share that this period has been energizing and deeply rewarding—a time defined by collaboration, renewed engagement, and a shared commitment to strengthening the profession of Municipal Clerks worldwide.

From expanding educational opportunities to elevating member support and deepening our partnerships with state, national, and international associations, the momentum we have built is unmistakable. Each initiative launched and milestone achieved has been the direct result of our members' dedication, expertise, and belief in IIMC's mission.

At the end of October, I hosted a virtual check-in with all Committee Chairs and Vice Chairs to reconnect, review progress, and offer further support for their efforts. I am pleased to report that all 11 IIMC committees are actively advancing their goals, objectives, and assignments for the year. Each committee is comprised of dedicated individuals who bring expertise and creative ideas to achieve results that benefit every IIMC member. Here are a few highlights:

- **Policy Committee:** Two priority policies assigned this year were completed and will be presented to the IIMC Board in November. Two additional priority policies will be brought forward in 2026.
- **Membership & Mentoring Committee:** Members are actively engaging with new IIMC members and congratulating those who have earned their CMC

or MMC designations. The committee will soon send a targeted Mentor/Mentee Program feedback survey and is preparing an article for the *News Digest* promoting the program in early 2026. Special recognition to Jessica Hilts and Lisa Burd for their collaborative efforts.

- **Elections Committee:** Recommendations related to the Election Process will be presented to the Board in November, with further recommendations planned for May 2026.
- **Records Management Committee:** The committee will survey members for input on future training opportunities and is reviewing bulletins to ensure relevance and accuracy. Look for *News Digest* articles recognizing April 2026 as Records & Information Month.
- **International Relations Committee:** This committee is developing a new policy and protocol for the Opening Ceremony flag presentation, featuring articles from Regions X and XI, enhancing the Buddy Program that will officially launch at the May 2026 Annual Conference, and working to increase membership in IIMC's international regions.
- **Resource & Research Committee:** The committee continues to respond to member inquiries and will review the Roll Call Guide publication for updates.
- **Public Relations & Marketing Committee:** Planning is underway to celebrate IIMC's 80th anniversary, including *News Digest* articles on "Making the Most of the 2026 Annual Conference." Recommendations to enhance the Program Excellence in Government Award (PEGA) will be presented at the November Board meeting.

*Continued on page 5*





*President's Message... Continued from page 4*

All other committees are actively advancing their work. Committee reports, along with the highlights shared above, will be part of the November IIMC Board of Directors Midyear Meeting Agenda Packet available on the IIMC website: Agendas & Minutes.

### **International and Affiliate Engagement**

Vice President Janice Bates represented IIMC at the 2025 Local Government Management Association of British Columbia (LGMA) Corporate Officers Forum, held October 1–3 at the Penticton Lakeside Resort. The forum's theme, "Taking Care of Business," focused on helping officers navigate their roles with clarity, confidence, and connection.



Region XI Directors Linda Larter and Arnout van Kooij represented IIMC at the Society of Local Council Clerks (SLCC) National Conference in England on October 14–15 and at the Exello Conference in Ostend, Belgium the following week. These conferences offered international clerks opportunities to exchange ideas, gain fresh perspectives, and return home inspired to innovate and lead. I extend my appreciation to Linda and Arnout for representing IIMC so admirably.

To highlight and celebrate our International Regions, we will feature Region Directors X and XI as guest writers in



upcoming President's Messages. Each international region director will share short articles about recent conferences or their experiences as municipal clerks. This initiative will provide members with a broader understanding of our global membership while showcasing both the similarities and unique challenges we share across borders. For this month's *News Digest*, I am pleased to introduce Region XI Director Arnout van Kooij, who will share a letter to his colleagues worldwide.



Last September, IIMC reached a significant milestone with the adoption of the ICMA affiliate agreement. At the ICMA Annual Conference in Tampa, Florida, October 25–29, Past President Garcia attended on my behalf along with IIMC Member Services Representative Stephanie Galarza. Their participation

provided valuable insights into session structures, vendor engagement strategies, and creative sponsorship opportunities that will help IIMC grow. I sincerely thank them for representing our organization.

*Continued on page 7*



## Letter to My Colleagues Around the World

Dear colleagues,

It is a privilege to reach out to you from the Netherlands, where we, as clerks, stand in the same currents of change that affect us all. The work of the clerk has never been static, but in these years the pace of transformation feels different: faster, sharper, and often more demanding.

In the Dutch context we describe our role with four values: **independence, reliability, traceability, and steadfastness**. They are simple words, yet they capture the essence of what we must hold on to, especially when everything around us seems to shift.

The dilemmas we face

Across Europe we see technology moving into the heart of governance. Artificial intelligence is already drafting minutes and structuring agendas. Helpful, yes—but also risky. Who guards against bias? Who keeps the record trustworthy? That responsibility, I believe, sits with us.

We also see councils working in a political climate that is more fragmented, sometimes more polarized. Citizens ask for quick answers, total transparency, and deeper participation. These are fair demands, but they can collide with the slower rhythm that good democratic decision-making requires. And when tensions rise, the clerk is often the one expected to steady the process.

### What this means for our craft

The clerk of the future must be more than a silent witness. We must become:

- Critical guides of technology, making sure digital tools serve democracy, not the other way around.
- Architects of transparent process, designing ways of working that are fair and understandable to all.
- Translators of democracy, turning complex rules into clear language for citizens and councillors alike.
- Guardians of integrity, holding our independence when trust is fragile.

### How we prepare in the Netherlands

In our association of clerks (Vereniging van Griffiers, VvG), we try to prepare our members for this future by investing in digital literacy, by creating safe networks to discuss moral dilemmas, and by building resilience. We believe that learning from each other is the best way forward—within our own borders, and across them.

### Looking outward

When I connect with colleagues abroad, I am reminded how much we share. Whether in Amsterdam or Atlanta, Leeuwarden or Leeds, the dilemmas echo: technology, legitimacy, trust. The answers will differ by culture and system, but the questions bind us.

That is why I am grateful for IIMC: it is the space where we can compare, reflect, and prepare—together.

With respect from the Netherlands,

Arnout van Kooij

Director region XI / Boardmember VVG





President's Message... Continued from page 5



## Looking Ahead

The IIMC Board will meet in Rancho Cucamonga on November 21–22 for Board Development and the midyear Board of Directors meeting. The agenda includes updates from the IIMC Foundation, Executive Director update, committee reports, financials, and the updates on the 2026 Annual Conference – IIMC's 80th anniversary! I look forward to sharing the outcomes with you.

*If your actions inspire others to dream more, learn more, do more, and become more, you are a leader – John Quincy Adams. Members seeking to make an impact can volunteer for committee work. Learn more and apply here: [Committee Applications](#) (due January 15, 2026).*

Considering making a difference in IIMC's future? Consider serving on the IIMC Board of Directors. For details on 2026 Board vacancies in the regions and the Executive Committee, visit: [Region Director Vacancies](#) or [Election of Vice President](#).

## A Personal Reflection

In closing, I want to honor the life of my mother, Arleen Georgette Abrahamson, who passed peacefully on October 16. Watching dementia slowly take pieces of her was profoundly difficult. Yet, the love we shared endured, and I choose to remember her as the vibrant woman who shaped me into the leader I am today. Though her memory faded, her story and her light live on in me. Thank you, Mom (Nana), for the gift of your life and love.



## Efficiency You Can Measure. Transparency You Can See.

See how much time and budget your community could save.

With limited resources and growing expectations, clerks are asked to do more with less. That's why agenda and meeting management software is more than a tech upgrade. It's a strategic investment in every clerk's success.

**CivicPlus® Agenda and Meeting Management** helps clerks work faster, stay compliant, and deliver transparency their communities can see. It streamlines agendas, automates minutes, and simplifies public access, saving teams hours each week and reducing costs by thousands each year.

888.228.2233 | [civicplus.com](https://civicplus.com)

Clerks, every minute counts.

Find out how much time and money you could save with our ROI Calculator.

[Scan the QR code to calculate your ROI](#)



Clerks who partner with CivicPlus® report saving up to **\$75,000 annually** through fewer paper processes, faster collaboration, and easier recordkeeping.

Each improvement adds up to lighter workloads, more accurate records, and greater transparency across your community.

**See the results for yourself.**

[Calculate Your Potential Savings](#) →





Getting Involved In Your Organization By Volunteering On An IIMC Committee

## Committee Work Is Accomplished Virtually

**Editor's Note:** *IIMC members who serve on an IIMC Committee will receive one point per year toward CMC Experience or two points per year toward MMC Professional Contributions.*

**Applications are due to IIMC Headquarters by January 15, 2026.**



Associations are driven by their missions and largely measured by their success in achieving mission-related goals. Good governance provides the vision and direction to ensure that an association is on the right path. Involvement is the key to growth and development. The core and essence of IIMC rests with its volunteers. Volunteers are needed to help an organization in many ways: fundraising, conference planning, coordinating special projects and developing new ideas. Each project depends on the effort put forth by the volunteers. As a volunteer, working on an IIMC Committee conveys a pledge that the members are committed to helping their Organization's development and looking out for its present and future interests. An IIMC Committee is one of the most productive tools this Organization has to work with.

Whether you are chairing a Committee or serving as a Committee member, you face the challenge of getting involved in the work the Committee was formed to accomplish.

"IIMC provides a setting for its members where they can enhance their skills and proficiency toward becoming effective leaders," said IIMC President Lisa Garcia, MMC, Florence, Arizona. "Volunteering for a Committee is an excellent way for members to use their creative abilities and talents to help the system."

IIMC needs Committee members who are prepared to work. Committees meet virtually to review the previous year's accomplishments and discuss strategies and objectives for the upcoming year. The majority of Committee work is done throughout the year through virtual meetings and E-mail. IIMC's growth is attributable to you -- the members.

The findings of a Committee have a direct impact of the decisions made by the Board of Directors. The energy you put into your work on the Committee has a direct influence on the direction your Organization takes. Beginning with the 2022 term, IIMC's Board of Directors have approved assigning each Committee Diversity, Equity and Inclusion goals and objectives to further IIMC's mission of openness and inclusivity.

Your contributions and your participation on the Committee will determine its success or failure. If you participate, get involved and encourage others on the Committee to do so that the Committee will be successful. Enthusiasm is contagious.

Put your input and insight to good use by volunteering for Committee work. You can learn more and complete an application here: [www.iimc.com/149/Committees](http://www.iimc.com/149/Committees). Applications are due to IIMC Headquarters by January 15, 2026.



televic

Audio Solutions For City Councils

# SIMPLE PLUG AND PLAY TO FULLY MANAGED MEETINGS

Free Design Service or Demo Kit



- ✓ Built-in Speaker
- ✓ Secure E-Voting
- ✓ Hybrid Meeting Ready
- ✓ Effortless Recording



[sales@televic.us](mailto:sales@televic.us)

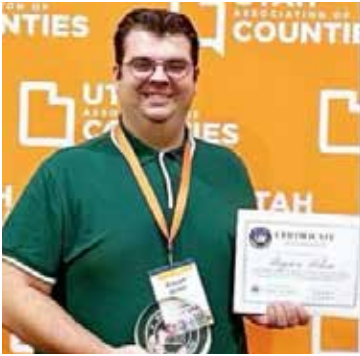
[televic.com/conference](https://televic.com/conference)

(240) 835-3842



## County Clerk Bryson Behm Awarded VOTE Certification by Olene Walker Institute at Weber State

By Charlie Schill



OGDEN – The Olene S. Walker Institute of Politics & Public Service has awarded Cache County Clerk Bryson Behm its VOTE Certification in recognition of his commitment to running free, fair and secure elections.

That certification was presented to Behm during the Sept. 8 to 10 annual convention of the Utah Association of Counties in Layton.

That award signifies that Behm has completed the 10-course training program for election officials now mandated by Utah state law.

The education program is a joint effort by the Office of the Lieutenant Governor and the Olene S. Walker Institute, housed at Weber State University.

The certification process includes courses covering election law, ballot design, workflows, data analytics,

communication and security protocols designed to streamline the handling and counting of election ballots.

Behm has been serving as county clerk since April of 2024 and had previously served as deputy clerk under the administrations of County Clerks David Benson and Jess Bradfield.

A native of Ogden, Olene Smith Walker served as Utah's first female governor from 2003 to 2005, following the resignation of Gov. Mike Leavitt. In that role, Walker spearheaded many important initiatives including educational programs, budget security measures, health care reform and workforce development.

The Walker Institute of Politics & Public Service at WSU was founded in 2012 to foster public service and political engagement among students and the broader community. The institute's VOTE Certification program was created in June of 2021. Described as a "first-of-its-kind course" in Utah, the program is intended to provide foundational knowledge for election workers.

Accessed via: <https://tinyurl.com/4m885pzy>

**SIGN UP FOR**  
**CISA**  
**CYBER SERVICES**

**Cyber Hygiene Scanning** | **Risk and Vulnerability Assessments** | **Phishing Assessments** | **Remote Penetration Tests**



## The Fleischmann Planetarium

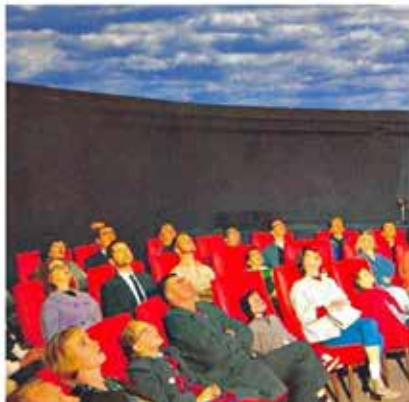


### A regional landmark rich in history

The Fleischmann Planetarium and Science Center, originally named the Fleischmann Atmospherium-Planetarium, was built in 1963 on the University of Nevada, Reno campus. It was the first planetarium in the U.S. to feature a 360-degree projector with the ability to provide horizon-to-horizon images and utilize time-lapse photography to review an entire day's weather in just a couple minutes.

[READ MORE ABOUT OUR HISTORY](https://www.unr.edu/planetarium/about)

<https://www.unr.edu/planetarium/about>



The Fleischmann Planetarium has served as a gateway to exploring science and the universe since 1963. Many of us came as kids, and now we bring our own kids, maybe our grandkids, here.



— Paul McFarlane

Director of the Fleischmann Planetarium and Science Center



Modernize Transparency.  
Expand Public Access.  
Simplify Meetings.



From agenda creation through final codification, CivicPlus® gives public servants the tools to host public meetings that are open, accessible, and accountable. As a City Clerk, you play an essential role in ensuring your community can access accurate, timely information. Every ordinance, document, and meeting is part of that commitment.

CivicPlus streamlines your entire meeting workflow—boosting visibility, improving accessibility, and maintaining accountability at every stage.

**Download our infographic:**  
The Lifecycle of a Compliant  
and Accessible Meeting

→ Scan the QR code to access  
your free copy.



888.228.2233 | [civicplus.com](https://civicplus.com)



## Empowering Local Governments with Integrated Agenda, Meeting, and Codification Solutions

For more than 25 years, CivicPlus has partnered with local governments to modernize how they engage residents, manage information, and conduct daily business. Through integrated technology and dedicated service, CivicPlus helps communities operate more transparently, efficiently, and effectively.

The CivicPlus Agenda and Meeting Management and Municode Codification solutions streamline essential governance processes. With Agenda and Meeting Management, municipalities can manage every step of the meeting lifecycle—from creating and approving agenda items to recording and publishing minutes—all within one secure, cloud-based platform. Automated workflows simplify collaboration, promote compliance, and keep staff, elected officials, and residents informed.

Municode Codification complements this transparency by enabling communities to organize and maintain their municipal codes with clarity and consistency. Expert editorial support and an intuitive online code library ensure ordinances remain current and accessible.

The seamless integration between Agenda and Meeting Management and Municode Codification allows clerks to send newly passed ordinances for codification with a single click—an exclusive capability of CivicPlus.

Serving more than 12,000 governments nationwide, CivicPlus continues to lead the way in digital transformation for the public sector. Its growing suite of solutions reflects a lasting commitment to innovation, service, and community connection.

**Editor's Note:** CivicPlus is an IIMC Premier Diamond Level sponsor.



### Efficiency You Can Measure. Transparency You Can See.

See how much time and budget your community could save.

With limited resources and growing expectations, clerks are asked to do more with less. That's why agenda and meeting management software is more than a tech upgrade. It's a strategic investment in every clerk's success.

**CivicPlus® Agenda and Meeting Management** helps clerks work faster, stay compliant, and deliver transparency their communities can see. It streamlines agendas, automates minutes, and simplifies public access, saving teams hours each week and reducing costs by thousands each year.

888.228.2233 | [civicplus.com](https://civicplus.com)

Clerks, every minute counts.  
Find out how much time and money you could save with our ROI Calculator.

Scan the QR code to calculate your ROI



Clerks who partner with CivicPlus® report saving up to **\$75,000 annually** through fewer paper processes, faster collaboration, and easier recordkeeping.

Each improvement adds up to lighter workloads, more accurate records, and greater transparency across your community.  
**See the results for yourself.**

Calculate Your Potential Savings →





# MEMBERSHIP Has Its Perks

Save up to 75% off with exclusive  
U.S. member-only savings and benefits.

**Office DEPOT**  
**OfficeMax**

**USPAY**

**SterlingNOW**

**AVIS**  
**Budget**

**AD** Accounting  
Department.com

**ADP**

**1-800-flowers.com**  
*Always Deliver* **ROSEBUD** *Cherry's*

**Rx** Prescription  
Drug Card

**FedEx**

**4imprint**

**TICKET  
DEALS**



Access Your Savings:

**IIMC.SavingCenter.net**





# Modernizing Municipal Records

## A Practical Guide to Digital Records Management, Retention & Responsible Purging



**L**et's be honest, municipal clerks everywhere are juggling more with fewer resources. We're managing less space, tighter budgets, and smaller staff, even as the volume of records continues to grow. Meeting minutes, permits, contracts, and emails pile up quickly. Without structure, records slip through the cracks, pile up unnecessarily, or get misfiled, turning disorganization into legal risk.

This is where digital records management comes in. It's not just about going paperless or tidying up. A centralized, policy-driven digital system brings order to chaos. It helps departments work more efficiently and simplifies responses to internal requests and public records requests. Most importantly, it saves time and eliminates the stress of scrambling to find documents at the last minute. Clerks who've embraced digital systems regularly report significant improvements in their daily workflows.

Even the best setup won't work if people don't use it. Getting departments on board takes more than an email. You have got to meet folks where they are. Listen to their concerns: "Is this more work?" "What if I mess up and delete something?" "Why should we change what's working for us now?" These are fair questions. That's why, as clerks, we need to support the transition by offering help,

inviting staff into the setup process, and providing simple, non-stressful training. The message needs to be clear: managing records is a team effort, not something dumped on the clerk's desk.

One of the toughest shifts is helping departments break the "keep everything forever" habit. It's usually fear or confusion driving that. People don't know what can be thrown out or worry about getting in trouble. Changing that mindset takes consistency. Scheduling annual or quarterly reviews helps normalize it. So does offering straightforward tools, checklists, destruction logs, and retention breakdowns by department. Designating go-to staff in each department can also help keep things moving.

It's important to remember that public records aren't just paperwork; they're legal obligations. Municipalities are required to follow state retention laws and respond promptly to public records requests. Mistakes, whether by tossing something too early or keeping it too long, can lead to fines, lawsuits, or worse, public distrust. Digital systems make it easier to stay compliant, track what was deleted and when, and prove the process was followed correctly. That protects not only the municipality but also the staff behind the work.

As clerks, we're in a unique position to lead this effort. We're at the center of transparency, legal compliance, and institutional memory. With strong policies, a steady hand, and department cooperation, we can drive this change. And it's not just a one-time cleanup; it's a shift in how we operate. When done right, digital records management becomes part of the daily routine, not something we scramble to fix.

Start small. Stay consistent. When departments see the value and feel supported, they'll get on board. By implementing the right systems, we ensure our records remain secure, accessible, and compliant, supporting our communities now and for years to come.

# Connecting Communities to Innovative Code Solutions



Expert Codification  
Services



Flexible Online  
Code Portal



Interactive  
Zoning Solutions



Custom Building  
Codes

GENERAL **CODE**

[GeneralCode.com](http://GeneralCode.com)



## IIMC Congratulates Education PLUS Program (EPP) Cohort ONE For Completion Of The Bronze Level

- ★ **Alice Holloway, MMC**  
City of Joshua, Texas
- ★ **April Trickey, MMC**  
Fairbanks North Star Borough,  
Alaska
- ★ **Betsy Snyder, MMC**  
City of Milroy, Minnesota
- ★ **Britt S. Avrit, MMC**  
Saratoga, California
- ★ **Camilla G. Pitman, MMC**  
City of Greenville, South Carolina
- ★ **Deborah Jean Harris, MMC**  
County of Davidson,  
North Carolina
- ★ **Diane Werbrich, MMC**  
City of Hilliard, Ohio
- ★ **Ellie Monteaux, MMC**  
City of Livingston, Texas
- ★ **Faye A. Harmer, MMC**  
City of Durango, Colorado
- ★ **Frances Aguilar, MMC**  
City of Pearland, Texas
- ★ **Gwendolyn L. Sabbagh, MMC**  
Town of Merrimac, Massachusetts
- ★ **Holly Charl  ty, MMC**  
City of El Cerrito, California
- ★ **Jacqueline E. Nicholson, MMC**  
Town of Wallace, North Carolina
- ★ **Janice E. Bocook, MMC**  
County of Chatham, Georgia
- ★ **Jenna DiRubbo, MMC**  
City of Sheridan, Colorado
- ★ **Jennifer Woodworth, MMC**  
City of Hollister, California
- ★ **Karen Buzzard, MMC**  
City of Trenton, Illinois
- ★ **Karen Mowad, MMC**  
Town of Wolcott, Connecticut
- ★ **Kary Tillmann, MMC**  
City of Zimmerman, Minnesota
- ★ **Kathleen M. Montejo, MMC**  
City of Lewiston, Maine
- ★ **Kathy J. Walker, MMC**  
City of Nicholasville, Kentucky
- ★ **Kelley Millar, MMC**  
Town of Upton, Wyoming
- ★ **Kyna Thomas, MMC**  
City of Charlottesville, Virginia
- ★ **Lanelda D. Gaskins, MMC**  
Town of Highland Beach, Florida
- ★ **Laura Pierce, MMC**  
City of Auburn Hills, Michigan
- ★ **Linda Ferguson, MMC**  
Town of Millport, Alabama
- ★ **Lisa Cole, MMC**  
Town of Sahuarita, Arizona
- ★ **Liza Tamura, MMC**  
City of Manhattan Beach,  
California
- ★ **Lucinda Williams, MMC**  
City of Fullerton, California
- ★ **Linda Blackston, MMC**  
Town of Hudson, Colorado
- ★ **Marcella Carrillo, MMC**  
City of Avondale, Arizona
- ★ **Marsha Moore, MMC**  
City of Dublin, California
- ★ **Martha Alvarez, MMC**  
City of Manhattan Beach,  
California
- ★ **Michele Richlin, MMC**  
Town of Deaver, Wyoming
- ★ **Millicent A. Highet, MMC**  
Town of New Shoreham,  
Rhode Island
- ★ **Mollie Prasher, MMC**  
City of Reynoldsburg, Ohio
- ★ **Natasha K. Kennedy, MMC**  
County of Pinal, Arizona
- ★ **Patricia L. Rambosk, MMC**  
City of Naples, Florida
- ★ **Priscilla Torres, MMC**  
Village of Pinecrest, Florida
- ★ **Scotty Lynn Kelly, MMC**  
City of Sanibel, Florida
- ★ **Shawn Campbell, MMC**  
City of Auburn, Washington
- ★ **Sheri L. Pierce, MMC**  
City of Valdez, Alaska
- ★ **Stephanie Carlile, MMC**  
City of Englewood, Colorado
- ★ **Susan M. Ortiz, MMC**  
City of Greenwood Village,  
Colorado
- ★ **Suzanna Martinez, MMC**  
City of Walnut Creek, California
- ★ **Teresa K. Hudson, MMC**  
City of Milford, Delaware
- ★ **Tobi Duffey, MMC**  
City of Castle Pines, Colorado
- ★ **Tracy Borst, MMC**  
Town of Thetford, Vermont
- ★ **Valerie L. Taylor, MMC**  
City of Dacono, Colorado

*Good luck as you progress to the Silver level!*





## 2025 ONLINE PROFESSIONAL DEVELOPMENT COURSE SCHEDULE

### First Quarter

1. Wednesday, January 8, 2025 @9am PST

*Digital Collaboration Tools*

Dr. Jay Grosflam

2. Wednesday, January 29, 2025 @9am PST

*Mastering Time Management*

Sean Hicks, MBA,

3. Wednesday, February 5, 2025 @9am PST

*Effective Communication Skills*

R. Daley, MBA, MA

4. Wednesday, February 26, 2025 @9am PST

*Rebuilding Trust*

Preethi Fernando

5. Wednesday, March 5, 2025 @9am PST

*Surviving Municipal Office Politics*

George Hicks, MBA

6. Wednesday, March 19, 2025 @9am PST

*What is the CASEL Framework?*

Dr. Christian Quintero

### Second Quarter

7. Wednesday, April 2, 2025 @9am PST

*Remote Work – Best Practices*

R. Daley, MBA, MA

8. Wednesday, April 16, 2025 @9am PST

*Cybersecurity for Small Municipalities*

Dr. Jay Grosflam

9. Wednesday, April 30, 2025 @9am PST

*Riding the Digital Wave*

Chris Astrella, MPA, B.S., WCPC

10. Wednesday, May 7, 2025 @9am PST

*Strategic Decision-Making*

Sean Hicks, MBA

11. Wednesday, June 4, 2025 @9am PST

*Fundamentals of Diversity, Equity & Inclusion*

Valdese West

12. Wednesday, June 11, 2025 @9am PST

*Conflict Resolution & Mediation in Municipal Environment*

George Hicks, MBA

13. Wednesday, June 25, 2025 @9am PST

*Managing up!*

Dr. Jane Long

### Third Quarter

14. Wednesday, July 9, 2025 @9am PST

*Innovative Problem Solving*

Sean Hicks, MBA

15. Wednesday, August 6, 2025 @9am PST

*Career Development and Growth*

Rhonda Daley, MBA, MA

16. Wednesday, August 20, 2025 @9am PST

*Intro to Municipal Records Management*

Megan Gregor, MLS

17. Wednesday, September 10, 2025 @9am PST

*Enhanced Communication Skills for Municipal Clerks*

George Hicks, MBA

18. Wednesday, September 24, 2025 @9am PST

*The Art of Resilience*

Sean Hicks, MBA

### Fourth Quarter

19. Wednesday, October 8, 2025 @9am PST

*Digital Detox & Healthy Technology Use*

R. Daley, MBA, MA

20. Wednesday, October 22, 2025 @9am PST

*Digital Security for Municipalities*

Chris Astrella, MPA, B.S., WCPC

21. Wednesday, November 5, 2025 @9am PST

*Building Stronger Connections*

Sean Hicks, MBA

22. Wednesday, December 3, 2025 @9am PST

*Budgeting & Financial Mgmt for Municipal Clerks*

George Hicks, MBA

23. Wednesday, December 17, 2025 @9am PST

*Conflict Resolution TOPIC*

Dr. Jane Long



Scan the  
QR Code



# Maximize Efficiency with Proven Software Solutions

Discover simple ways to transform your workflows and boost resident engagement.

Clerks, we know how busy you are — but you don't have to tackle your responsibilities alone.

CivicPlus® 12 core software solutions are built for teams just like yours by experts who understand the complexities of local government workflows. By automating administrative work, you can increase productivity and operational efficiency, along with resident engagement.



**CIVICPLUS**  
Agenda and Meeting  
Management



**CIVICPLUS**  
Asset Management  
**CIVICPLUS**  
Utility Billing



**CIVICPLUS**  
Community  
Development



**CIVICPLUS**  
Mass Notification  
System



**CIVICPLUS**  
Municode  
Codification



**CIVICPLUS**  
Municipal Websites



**CIVICPLUS**  
NextRequest



**CIVICPLUS**  
Process Automation  
and Digital Services



**CIVICPLUS**  
Recreation  
Management



**CIVICPLUS**  
SeeClickFix  
311 CRM



**CIVICPLUS**  
Social Media  
Archiving



**CIVICPLUS**  
Web Accessibility

## Why CivicPlus?

Thousands of high-performing civic leaders rely on CivicPlus as their trusted partner for Impact-Led Government. With CivicPlus, leaders can finally overcome the perpetual tradeoff between the demand for better services and the realities of operational resources, leveraging the unique Civic Impact Platform to deliver both unmatched end-to-end automated efficiency and truly unified, delightful resident experiences.

Backed by over 25 years of experience and leveraging the insights of more than 900 team members, our solutions are chosen by over 10,000 organizations and are used daily by over 340 million people in the U.S. and Canada. For more information, please visit [civicplus.com](https://civicplus.com).

# Want to bring your forms online?

- Automated Renewals
- Prior Approvals
- Online Payments

[getSDL.com](https://getSDL.com)

[sales@getSDL.com](mailto:sales@getSDL.com)



**SDL**

## FEELING STUCK?



**HAYDEE ANTEZANA**  
INTERNATIONAL

If Your Teams/Members are feeling...  
Overwhelmed Burnt Out  
"Stuck in a Rut"

Connect with Renewal Expert & Global Speaker - Haydee Antezana. She will captivate your audience with her powerful content, high-level energy, entertaining style & results driven programs. Help your teams/ members...

**ReIGNITE their Purpose**  
**ReFresh their Mindset**  
**ReNew their Impact**



SCAN ME

For more information & to connect with Haydee scan this QR code

[www.haydeeantezana.com](http://www.haydeeantezana.com)



Global Insight. Local Impact.



80th Annual IIMC Conference  
Reno-Tahoe, Nevada  
May 17-21, 2025



More information regarding the Conference, education sessions, general speakers, Athenian Dialogues, Academies, and events will be in each issue of the *News Digest* and weekly E-Briefings.

## PRE-CONFERENCE PROGRAM – ADVANCED ACADEMY SESSIONS

If you plan to participate in the pre-conference, you are encouraged to review the Advanced Academies and rank your preferences.

**Saturday, May 16, 2026**

**8:00 a.m. – 12:00 Noon**

### **The Economic Impacts of Public Funds on Local Communities**

Facilitator: Mac McGinnis

**Session Description:** Public funds have the power to transform communities—but only when invested with intention and insight. This dynamic workshop explores how the strategic placement of municipal funds can drive equitable economic development at the local level. Participants will unpack the distinctions between true Community Financial Institutions (CFIs) and other financial entities, emphasizing that size and name do not always equate to community impact.

We will dive deep into the categories of financial institutions—depository, investment, and non-depository—and their roles in local economic ecosystems. From banks and credit unions to insurance firms and investment pools, not all financial partners contribute equally to community wellbeing.

Attendees will gain practical tools for:

- Identifying which CFIs are most active in their municipality
- Evaluating the growth potential of public funds in the local economy
- Recognizing "poison pill" practices that undermine community prosperity
- Understanding procurement strategies (RFPs, RFQs, and RFIs) and financial advisory relationships
- Differentiating between allowable investments across states and assessing their local economic impact
- Reviewing municipal credit and investment portfolios to ensure alignment with community goals

With a focus on transparency, fiduciary duty, and equitable reinvestment, this session is essential for clerks, treasurers, finance officers, and all municipal leaders dedicated to building inclusive, thriving economies.

Learning Objectives:

- Clarify the role of public funds in economic development

*Continued on page 21*

## 2025 Annual Conference Sponsors

### PREMIER SPONSORS



**PRE-CONFERENCE PROGRAM –  
ADVANCED ACADEMY SESSIONS** (continued)

- Differentiate between financial institution types and their impacts
- Analyze current and future banking relationships through a strategic lens
- Explore public-private funding mechanisms for long-term growth
- Promote investment policies that prioritize local reinvestment and resilience

**Saturday, May 16, 2026 8:00 a.m. – 12:00 Noon**

**Two Clerks from the Lou ~  
Put THE STING on RENO!**

Facilitator: Helen Ingold

**Session Description:** Empowerment begins with understanding your core values and building financial security to stand on them. Two Clerks from the Lou, Deletra Hudson and Helen Ingold, guide participants through conversations about integrity, self-worth, and financial positioning—helping them learn how to protect their professional reputations, make value-based decisions, and avoid compromising their beliefs for a paycheck or political favor.

Learning Objectives:

- How to identify and protect your core values in government or professional service
- The role of financial independence in maintaining integrity
- How to navigate ethical and moral dilemmas with confidence
- Strategies to ensure your decisions reflect your principles, not pressure
- How to create a professional brand rooted in purpose, ethics, and empowerment

**Saturday, May 16, 2026 1:00 p.m. – 5:00 p.m.**

**The Influential Municipal Clerk**

Facilitator: George Hicks

**Session Description:** Municipal Clerks possess a wide range of knowledge, skills, abilities, and education that

bring significant value to their organizations. Too often, however, this value is overlooked or underutilized by peers and superiors. It is essential for clerks to understand how to effectively present their value in the workplace in order to increase their influence.

In this session, Clerks will explore the unique value municipal clerks contribute to their organizations, strategies for leading when you are not in charge, approaches for starting conversations with superiors to ensure clerk input is included in the decision-making process, ways to present ideas to peers and supervisors to shape future decisions, and methods supervisors and managers can use to recognize and leverage the talents of municipal clerks in the workplace.

**Saturday, May 16, 2026 1:00 p.m. – 5:00 p.m.**

**Trafficking 101: Leadership**

Facilitator: Lauren Trantham

**Session Description:** Municipal Clerks and local government leaders bear significant responsibility—often operating behind the scenes under high pressure and tight deadlines. This 4-hour interactive workshop is designed to equip these essential professionals with critical knowledge and sustainable leadership practices that protect both community and personal well-being.

In the first half of the session, participants will gain an accessible, practical understanding of modern human trafficking issues that may surface in local government settings—from red flags in business licensing to suspicious public records requests. With a focus on awareness rather than law enforcement response, clerks will leave better informed and ready to serve as informed gatekeepers within their municipalities.

The second half turns inward, helping attendees assess workload demands, identify early signs of burnout, and build a personalized resilience plan. Participants will explore realistic strategies for maintaining energy, focus, and fulfillment in their roles—without compromising their health or the integrity of their service.

Learning Objectives:

*Continued on page 22*

**2025 Annual Conference Sponsors**





## PRE-CONFERENCE PROGRAM – ADVANCED ACADEMY SESSIONS (continued)

- Increase awareness of human trafficking and how it intersects with local government
- Learn to identify red flags relevant to clerk duties and public-facing services
- Assess personal workload and identify signs of fatigue and burnout
- Develop a personalized leadership sustainability plan
- Apply strategies to maintain professional excellence and personal well-being over time.

**Sunday, May 17, 2026      8:00 a.m. – 12:00 Noon**

### **Leading by Serving: Servant Leadership**

Facilitator: Nikki Garry

**Session Description:** In an era that demands empathy, resilience, and community-focused governance, Servant Leadership offers a transformative model that places people—not positions—at the heart of leadership. This workshop invites participants to reframe traditional power dynamics by exploring what it means to lead by serving. Through engaging discussions, guided self-reflection, and real-world municipal case studies, attendees will discover how Servant Leadership fosters inclusive workplaces, deepens trust, and builds resilient teams that can meet the complex challenges of public service. Participants will leave with practical tools to cultivate a culture of service, enhance collaboration across departments, and drive mission-aligned outcomes. Whether you are a new or seasoned municipal leader, this session will help you lead with authenticity, humility, and impact.

**Learning Objectives:**

1. Differentiate servant leadership from other leadership models
2. Examine the core principles of Servant Leadership, including empathy, stewardship, and community-building
3. Identify actionable ways to embed servant leadership into organizational culture
4. Learn techniques to build trust, respect, and psychological safety within teams
5. Understand the measurable benefits of servant leadership in local government settings

**Sunday, May 17, 2026      8:00 a.m. – 12:00 Noon**

### **What if? City Clerk as Crisis Navigator: Leading from the Middle in Emergencies**

Facilitator: Rex Osborn

**Session Description:** In today's rapidly changing world, crises can strike at any moment—from wildfires and cyberattacks to public unrest and high-stakes council meetings. City clerks, though often behind the scenes, are frontline leaders in maintaining continuity, communication, and calm when emergencies unfold.

This academy-level session empowers clerks with the leadership mindset and tactical readiness to navigate high-pressure situations with clarity and confidence. Participants will explore real-world case studies, engage in crisis simulations, and take part in peer discussions that reveal the critical—but often unrecognized—role clerks play in emergency response.

Attendees will leave with a tailored emergency response playbook specific to the clerk's responsibilities, ready to support elected officials, safeguard democratic processes, and uphold public trust during turbulent times.

**Learning Objectives:**

- Define the unique leadership role of city clerks in various types of emergencies
- Examine real-life incidents to identify effective clerk responses and lessons learned
- Practice communication and coordination strategies under pressure
- Develop a personalized emergency preparedness plan aligned with municipal protocols
- Strengthen interdepartmental collaboration before, during, and after a crisis

**Sunday, May 17, 2026      1:00 p.m. – 5:00 p.m.**

### **Remaining Positive in Times of Crisis**

Facilitator: Tyler Enslin

**Session Description:** A recent global Ipsos study revealed that 60% of adults feel stress to the point of being unable to cope, with over half of Americans ranking mental health among their top life concerns. While stress is an everyday reality for many, crises—whether personal, professional, or global—amplify these pressures. For municipal clerks and public servants, the ability to manage stress effectively is not just personal—it's professional.

*Continued on page 23*



**PRE-CONFERENCE PROGRAM –  
ADVANCED ACADEMY SESSIONS (continued)**



This highly interactive and reflective session equips participants with practical tools to navigate high-stress situations and build long-term resilience. Grounded in evidence-based practices, this workshop addresses both workplace challenges and personal stressors, offering a holistic approach to mental wellness.

Participants will learn to recognize stress responses, develop healthy habits for sustainable growth, and reframe challenges into opportunities. Whether you're in the middle of a crisis or preparing for future uncertainties, these strategies will help you lead and live with greater clarity, composure, and purpose.

**Learning Objectives:**

- Understand the physiological and psychological impacts of stress
- Identify personal stress triggers and coping mechanisms
- Learn evidence-based strategies for managing stress in professional and personal life
- Build resilient habits that support long-term mental well-being
- Apply tools to stay focused, present, and proactive during challenging times.

**Sunday, May 17, 2026      1:00 p.m. – 5:00 p.m.**

**From Friction to Alignment: Managing Conflict with Emotional Intelligence & Civility**

Facilitator: Dima Ghawi

**Session Description:** This interactive workshop builds the mindsets and skills needed to turn disagreement into forward momentum. Participants begin with a brief self-assessment to identify conflict styles, triggers, and strengths. Using an emotional-intelligence lens, they learn to recognize cues, regulate in the moment, and respond with clarity and respect. The session introduces a civility-in-conflict approach—intent/impact checks, and boundary language, then applies it to relevant scenarios.

**Learning Objectives:**

- Identify personal conflict patterns and growth areas through a targeted self-assessment
- Use emotional-intelligence tools to reduce anger and increase clarity in difficult moments
- Prepare, conduct, and debrief tough conversations with structured checklists

Details are subject to change. For the most updated pre-conference information, please visit [www.iimc.com/495/Pre-Conference-Education-Programs](http://www.iimc.com/495/Pre-Conference-Education-Programs).

**TRANSFORMING  
THE WAY MUNICIPAL  
CLERK'S WORK**

PUBLIC RECORDS REQUESTS MANAGEMENT  
RECORDS MANAGEMENT  
BUSINESS PROCESS AUTOMATION  
CONTENT SERVICES

**Laserfiche**  
Solution Provider

**JF JustFOIA**

**(800) 342-2633**  
**[www.mccinnovations.com](http://www.mccinnovations.com)**

# What could you learn from another clerk?

Where international clerks connect and  
ideas take off



## clerks without borders

## What is it?

Clerks Without Borders is an initiative of Region XI of the International Institute of Municipal Clerks (IIMC), created to help members connect with colleagues across the globe. The aim is to build international relationships, share ideas and experiences, and explore common challenges and opportunities in local government – all through informal, clerk-to-clerk conversations. It's a light-touch, low-commitment way to share:

- Experiences from your daily work
- Ideas on how you tackle challenges
- Cultural insights and professional practices

Whether it's a quick chat, a regular Zoom call, or exchanging emails, you decide how you connect.

## Who can join?

Any local government clerk who's curious, friendly, and open to a cross-border conversation. Whether you're just starting out or have years of experience, you have something to share—and something to learn.

## Sign up

- Sign up via <https://www.slcc.co.uk/clerks-without-borders/>
- Fill out a short form – so we can match you with a buddy



For questions please email:  
[matchingteamclerks@gmail.com](mailto:matchingteamclerks@gmail.com)





# Nominations Invited For The Annual Institute Director Award of Excellence

**T**he Award acknowledges unique and exceptional contributions of current or retired Institute Directors over time in promoting quality education for Municipal Clerks.

Nominations for the Award must be postmarked no later than March 15, 2026.

The Award will be announced and presented at the IIMC Annual Conference in St. Louis, Missouri.

## NOMINATION

Nominations will be invited from state, provincial and country Municipal Clerk Associations, colleagues with whom the nominee works or did work on the Clerks' behalf, IIMC Committee or task force members with whom the nominee served, Institute Director peers and others with direct knowledge of the nominee's unique contributions to the profession.

Family members may not submit nominations.

Please contact IIMC's Director of Professional Development, Dr. Bea Rodriguez at [bea@iimc.com](mailto:bea@iimc.com) if you have any questions about the Award or application procedures.

## AWARD POLICY

- 1) The Institute Director Award of Excellence shall be presented to one Institute Director who has contributed to the educational needs of Municipal Clerks, the advancement of the profession, and whose performances have supported IIMC's educational goals
- 2) Individuals may be nominated if they are in the process of terminating or have concluded their Institute Director position (i.e.-current, past, or retired Institute Directors), if their nomination is otherwise consistent with stated Award Policy and Criteria.
- 3) Please include support detailing the unique or extraordinary individual efforts undertaken by the nominee on behalf of Municipal Clerks, their professional development, and IIMC.
- 4) IIMC will notify all nominees that they have been nominated for the Award, when the selection will be made, and when and where the Award will be presented.

- 5) The President or those designated by the President shall determine the form of the Award.
- 6) The current IIMC President shall present the Award at IIMC's Annual Conference. In the President's absence, Immediate Past President, the current President's designee or a designee of the recipient shall present the Award.
- 7) In the recipient's absence, the President shall announce the Award recipient during the Conference and make arrangements for later presentation to the recipient.
- 8) It is not required that the Award be given each year.

## AWARD CRITERIA

- 1) A nominee must be, or have been, an Institute Director for a minimum of five (5) years. The Institute Director may be a past Director, a present Director, or retired.
- 2) Three nominators are required for each nominee. Two nominators must be IIMC members in good standing. Nominators must have direct knowledge of the nominee's work as an Institute Director, as well as of the nominee's unique accomplishments as described in the materials submitted. A letter of endorsement from each nominator must accompany the Nomination Form.
- 3) Nominators can be: Municipal Clerks,
  - i. Institute Director colleagues,
  - ii. Sponsoring college or university personnel,
  - iii. IIMC Committee with whom the nominee has served,
  - iv. And other personnel affiliated with Municipal Clerks or IIMC who have direct knowledge of the nominee's performance as an Institute Director.
- 4) Two letters of endorsement are required: a) a letter from the president of the State or provincial Municipal Clerks Association served by the Institute Director, and from an official of the sponsoring university or college. These must accompany the Nomination Form.
- 5) A copy of the nominee's resume or bio and other information requested by the nominators.

*Continued on page 27*

- 6) The complete nomination package, including the Nomination Form and all support materials, must be mailed in one package and must be postmarked no later than MARCH 15 of the Award year. Applications postmarked after that date will not be considered. All materials must be contained in one complete package.

All materials mailed separately to or piecemeal from the mailing of this complete and final nomination package will not be considered during the review and selection process. Do not fax the Application package.

- 7) Preference will be given to Institute Directors who have kept their programs in compliance with IIMC's Education Guidelines.

- 8) An Award recipient may receive the Award once in any five (5) year period and is eligible to be nominated for the Award again after the five-year period has passed.
- 9) Directors not selected for the Award may be nominated in any subsequent year.

For more information, visit [www.iimc.com/159/Institute-Directors-Award-of-Excellence](http://www.iimc.com/159/Institute-Directors-Award-of-Excellence).



Visit  
[amlegal.com](http://amlegal.com)



Sponsor of the IIMC Foundation HAWAII trip

## ORDINANCE CODIFICATION SERVICES

The Preferred Codifier of  
America's Leading Cities

Los Angeles • Chicago • New York • Philadelphia • San Francisco • Boston

Serving 3,700 Local  
Governments Across the Nation

- Ordinance Codification
- On Demand Online Updates
- Basic Codes for Small Communities
- Largest Staff of Attorneys in the Codification Industry

**(800) 445-5588**  
**[sales@amlegal.com](mailto:sales@amlegal.com)**

American Legal Publishing is a proud member of the ICC Family of Solutions



## 2026 ONLINE PROFESSIONAL DEVELOPMENT COURSE SCHEDULE

### First Quarter

1. Wednesday, January 7, 2026 @ 9 a.m. PST  
**Grace Under Pressure**  
Sean Hicks, MBA
2. Wednesday, January 28, 2026 @ 9 a.m. PST  
**Mindset Mastery for Leaders**  
Jovan Miles
3. Wednesday, February 4, 2026 @ 9 a.m. PST  
**Change Management & Adaptability**  
R. Daley, MBA, MA
4. Wednesday, February 25, 2026 @ 9 a.m. PST  
**Cybersecurity Resilience**  
Preethi Fernando
5. Wednesday, March 4, 2026 @ 9 a.m. PST  
**Ethical Decision-Making in Local Govt**  
Geroge Hicks, MBA
6. Wednesday, March 18, 2026 @ 9 a.m. PST  
**Considering the Long Game Leadership**  
Dr. Christian Quintero

### Second Quarter

7. Wednesday, April 1, 2026 @ 9 a.m. PST  
**Mentoring & Coaching**  
R. Daley, MBA, MA
8. Wednesday, April 15, 2026 @ 9 a.m. PST  
**Practical Communication**  
Dr. Jay Grosflam
9. Wednesday, April 29, 2026 @ 9 a.m. PST  
**Leadership, Building Trust Within the Team**  
Dr. Christian Quintero
10. Wednesday, May 6, 2026 @ 9 a.m. PST  
**Blueprints for Everyday Excellence**  
Steve Hicks, MBA
11. Wednesday, June 3, 2026 @ 9 a.m. PST  
**Mental Toughness: Regaining Resilience**  
Preethi Fernando
12. Wednesday, June 10, 2026 @ 9 a.m. PST  
**The Future You Finish**  
Sean Hicks, MBA
13. Wednesday, June 24, 2026 @ 9 a.m. PST  
**Emotional Intelligence and Presence**  
Jovan Miles

### Third Quarter

14. Wednesday, July 8, 2026 @ 9 a.m. PST  
**Breaking the Trust Barrier**  
Sean Hicks, MBA
15. Wednesday, July 22, 2026 @ 9 a.m. PST  
**Creating Belonging at Work**  
Dr. Christian Quintero
16. Wednesday, August 5, 2026 @ 9 a.m. PST  
**AI and Automation in Municipal Workflows**  
RhondavDaley, MBA, MA
17. Wednesday, August 19, 2026 @ 9 a.m. PST  
**Laser Focus: From Zoning Out to Zooming In**  
Dr. Jay Grosflam
18. Wednesday, September 9, 2026 @ 9 a.m. PST  
**Continuous Learning & Career Growth**  
Geroge Hicks, MBA
19. Wednesday, September 23, 2026 @ 9 a.m. PST  
**AI and Minute Madness**  
Chris Astrella
20. Wednesday, September 30, 2026 @ 9 a.m. PST  
**Navigating with Clarity**  
Sean Hicks, MBA

### Fourth Quarter

21. Wednesday, October 7, 2026 @ 9 a.m. PST  
**Leadership Skills for Non-Managers**  
R. Daley, MBA, MA
22. Wednesday, October 21, 2026 @ 9 a.m. PST  
**Leading a Multigenerational Team**  
Dr. Christian Quintero
23. Wednesday, October 28, 2026 @ 9 a.m. PST  
**Mastering the Pivot**  
Sean Hicks, MBA
24. Wednesday, November 4, 2026 @ 9 a.m. PST  
**The Power of Steady Momentum**  
Steve Hicks, MBA
25. Wednesday, December 2, 2026 @ 9 a.m. PST  
**Strategic Planning & Goal Setting  
for Municipal Success**  
George Hicks, MBA



## CODIFICATION IN 10 DAYS OR LESS – GUARANTEED

Plus, you get our Price-Match Promise!  
Let us earn your business with faster,  
easier, better codification and attentive  
service.



encodeplus.com

281.302.5847



*Scan Me!*

**Scan the QR for a FREE Consultation.**



Parent Company:

**KENDIG KEAST**  
COLLABORATIVE

televic

## AUDIO PROBLEMS?

We can help with new and retrofit systems

Free Design Service or Demo Kit



sales@televic.us

televic.com/conference

(240) 835-3842



# 2026 IIMC Board Vacancies: Make A Difference In IIMC's And Your Future!

In the past few years, IIMC members who have served on the Board of Directors have been involved in many aspects in providing a vision for the Organization. Some of the salient points included but are not limited to:

- Producing a fourth three-year strategic plan (2024 – 2027);
- Creating a Diversity/Inclusivity Vision and Policies;
- Overseeing the Organization's financial health;
- Creating a Futures Group and IDEAL Committee;
- Producing more than \$1 million in Board Designated Reserves, an unprecedented amount;
- Creating progressive Organizational policies;
- Initiating an advanced annual conference selection process;
- Producing successful revenue generating conferences;
- Increasing membership to an all-time high in Region XI;
- Working on its fifth Region XI Symposium and Study Abroad Program for 2025; and
- Maintaining transparent and open communications with all members.

As an IIMC member, you, too, can make an impact on your Organization. Have you ever wanted to shape policies, programs and develop strategic plans to help your colleagues? Can IIMC benefit from your ideas and perspective? Do you want to convey to 15,000 colleagues that you value the efforts of your Organization and that you want to have a voice in its growth and future? Do you want your decisions, direction and vision about IIMC's future to directly impact the membership?

If you've answered yes to any of these questions, then it's time to take that initial step forward and put your leadership and knowledge to task by serving as an IIMC Board of Director.

**NOTE: To alleviate hurdles and streamline the process for interested members, IIMC's members unanimously approved at the Annual Business Meeting in May 2021**

**to eliminate one of the requirements for Region Directors. Candidates no longer need to provide written support of candidacy from their state, provincial or national association within the Region in which they are running.**

2026 Board vacancies are available in the following Regions and as Vice President on the Executive Committee:

## **Region Director Vacancies (Term – 2026 – 2029):**

II ..... DE, MD, NJ, PA, VA, WV

IV ..... AR, LA, MS, OK, TX

VI ..... IA, MN, WI

VII ..... IL, KS, MO

VIII EAST ..... CO, MT, NE, ND, SD, WY

VIII WEST ..... AZ, ID, NV, NM, UT

X ..... CANADA

XI ..... OUTSIDE NORTH AMERICA

## **Qualifications of Candidates:**

A Director's term of office is three years. To qualify for office as a Region Director, a candidate must:

- A. Be an IIMC member for at least three (3) years.
- B. Have served at least three (3) years as a Municipal Clerk or other office as defined in Article II, Membership, Section 2 A.
- C. Have attended at least two Annual Conferences. Attendance may include the conference at which the candidate's term would begin.
- D. Be a Full Member or Additional Full Member and, if elected, remain a Full or Additional Full Member, in their current position or another position that qualifies them as a Full Member or additional Full Member, during the term of office.
- E. Provide written support of candidacy from the legislative governmental body they represent.

*Continued on page 31*

## VICE PRESIDENT:

To qualify for the office of Vice President, a candidate must:

- A. Be an IIMC member for at least three (3) years.
- B. Have served on the IIMC Board for three (3) years prior to the time of election.
- C. Have served at least three years as a Municipal Clerk or other office as defined in Article II, Membership, Section 2 A.
- D. Have attended at least two Annual Conferences. Attendance may include the conference at which the candidate's term would begin.
- E. Be a Full Member or Additional Full Member and, if elected, remain a Full or Additional Full Member, in their current position or another position that qualifies them as a Full Member or Additional Full Member, during the term of office, which shall include terms as Vice President, President-Elect, President and Past President.
- F. Provide written support of candidacy from the legislative governmental body they represent.

The Vice President automatically advances to President Elect and then to President. All Candidates (Region Directors and Vice Presidents) running for office must submit to Headquarters the following:

- Complete and return Nominating Forms announcing his or her candidacy (Forms will be accepted at IIMC HQ between January 1 to January 15, 2025) and must be returned to IIMC HQ no later than Wednesday, January 15, 2025);
- A current, high quality digital photograph (electronic - JPG) is required to be published in the online News Digest; A 200-word essay (not to exceed 200 words in Word File, not in PDF) on their qualifications, emphasizing activities in the Municipal Clerk's profession (essay will be published in the on-line News Digest).

You can obtain Nominating Forms online at [www.iimc.com](http://www.iimc.com) – click on *About Us*, click on Board of Directors, or by contacting Executive Director Chris Shalby at: [chriss@iimc.com](mailto:chriss@iimc.com). Nominating Form, photograph, essay and the endorsement of candidacy from your Legislative

Governmental Body you represent can be sent electronically to Executive Director Chris Shalby.

Candidates agree and understand that the above information will be published as received in the *News Digest*.

## Elections – Region Director

If there is one Region Director candidate, no election is held, and the candidate is declared elected. If there are two or more candidates, IIMC conducts a Region election. Region Members who are Full Members, Additional Full Members, Associate Members, Retired Members and Honorary Members are eligible to vote for Region Director. Election results are announced at the Annual Business Meeting. The Election will be held for a 14-day period in the month of March.

## Elections – Vice President

If there is one Vice President candidate, no election is held, and the candidate is declared elected. If there are two or more candidates, IIMC conducts an election. Election of a Vice-President shall be conveyed to all Full Members, Associate Members, Retired Members and Honorary Members. **The Election will be held for a 14-day period in the month of March.**

Per IIMC's Policy on Campaigning Period and Electioneering: **A member's campaign period is January 16 to March 1. There is no campaigning after March 1. Declared Candidates will receive IIMC's Policies on Elections and Campaigning.**

Here's your chance to help lead the Organization dedicated to furthering the Municipal Clerk's profession. By joining the IIMC Board of Directors, you can expect to work hard and have a rewarding experience in return. As an IIMC Board member, you will devote time, energy, and ideas to lead the Organization forward. IIMC is looking for individuals committed to the Organization's mission and vision.

Take your leadership to the next level, become an IIMC Board of Director.





## PROGRAM EXCELLENCE

IN GOVERNANCE AWARD IIMC 2026

### *Winner(s) To Receive 2026 Complimentary IIMC Annual Conference Registration*

**P**ast winners have included: Seattle, WA; Austin, TX; Rancho Cordova, CA; San Antonio, TX; Costa Mesa, CA; Countryside, IL; Frisco, TX; Albuquerque, NM; Wolcott, CT; Santa Clarita, CA; Avondale, AZ; and Mamaroneck, NY.

Winning an award can mean a great deal to your professional reputation and your city's positive public perception. It matters, to your peers at city hall and residents in the community, when a respected third party recognizes your office for excellence.

The IIMC Program Excellence in Governance Award (PEGA) is the top award for programmatic or technical achievement in our profession. There are three reasons why you should take the time to apply for the PEGA in 2025:

- 1) You Deserve It:** Any City Clerk that demonstrates excellence is a strong contender for the PEGA. Broad award categories honor diverse programs. The PEGA is an inclusive and egalitarian concept that exceptional programs are recognized, regardless of tenure as a Clerk or the ability, funding, time and institutional support to be involved in the IIMC leadership structure. Don't let that opportunity pass you by!
- 2) Your Office Share Your Wins:** Most people at City Hall still don't understand what City Clerks Offices really do. Just the collaborative process of writing the PEGA application provides your City's management team tools they can use to advocate for you. If you win, you'll go into your next salary negotiation as an international award-winning City Clerk. If you don't, you'll still have been successful at reminding folks that the City Clerk's Office is much more than just centralized clerical staff. Also, sharing an exceptional program will allow us, your peers, to emulate what you've done. As they say, imitation is the sincerest form of flattery.

- 3) Community Pride:** Winning the PEGA validates for the public that you've done something exceptional with their hard-earned tax dollars. So, when you win the award, IIMC will work with your office to contact your local paper and a presentation of the award can be arranged at a Council meeting.

So, the challenge isn't just great work – you already do that! Your challenge is to provide us with the opportunity to honor you. Throw off the City Clerk's natural coat of humility and apply. You, your City and your profession will be better for it.

For more information, please contact IIMC Executive Director Chris Shalby at [chriss@iimc.com](mailto:chriss@iimc.com).

### When in Reno...



### Fasten Your Seatbelts

Autophiles will be entranced at the more than 225 cars on display throughout the 105,000-square-foot complex. Changing exhibits keep the offerings fresh (and beg for repeat visits), while the static displays divulge a deep dive into automobile history. Cars from 1897 to 2003 are presented in gleaming style, revealing the beautiful craftsmanship of days past.

# BOARD & COMMITTEE MANAGEMENT MADE EASY

## All In One Place

- Flexible reporting
- Create PDF packets
- Easily add history
- Manage applications

## + Add-On Modules

- Meeting Center
- Attendance
- Applications
- Analytics
- Certifications
- SSO

CLERKBASE.COM

ONBOARDGOV.COM

mail@clerkbase.com

866-686-9486



ClerkBase

**OnBoardGOV**





# 2026 Quill Award

Nominations are now being accepted for the 40th Annual Quill Award.

*Winner(s) To Receive 2026 Complimentary IIMC Annual Conference Registration*

**DEADLINE TO SUBMIT NOMINATIONS IS APRIL 1, 2026**



Created in 1987, the prestigious Quill Award recognizes IIMC members who have made a significant and exemplary contribution to their community, state or province and IIMC. More importantly, the individual must support the goals and philosophies outlined in IIMC's Code of Ethics.

The criteria include length of service, strength and extent of participation in IIMC, service in teaching fellow Municipal Clerks, involvement with the initiation or administration of an IIMC-approved training Institute or program or any other activity that enhances the professionalism of IIMC members.

## ELIGIBILITY

The Quill Award is open to all members of IIMC, deceased members, retired Clerks or a Clerk who has changed positions. Serving members of the Board of Directors or present officers of IIMC shall not be eligible

for this award. Past Presidents will be eligible for the Quill Award four (4) years after completing service on the Executive Committee.

## DOCUMENTATION

Nominations shall be solicited annually from the membership. The following documentation shall be submitted to Headquarters no later than **April 1st of the year** of the Award:

- Resume of Nominee and reason for nomination,
- Nomination Form,
- A written endorsement from the State/Provincial or National Association, and
- A written endorsement from the IIMC Region Directors.

## CRITERIA

Those receiving the Award shall represent all of the following Criteria:

- At least ten years of service as a Municipal Clerk;
- At least ten years of IIMC membership;
- Strong and extensive participation in IIMC;
- Service in teaching fellow Municipal Clerks Involvement with the initiation or administration of an IIMC-approved training Institute or program or any other activity that enhances the professionalism of IIMC members;
- Leadership in State/Provincial/National Municipal Clerk professional organizations;
- Significant and exemplary contribution to their community;
- Significant and exemplary contribution to their State/Province/Country;
- Significant and exemplary contribution to IIMC;
- Significant and exemplary contribution to peers; and
- Attainment of the CMC Designation.

*For more information, go to:*

[www.iimc.com](http://www.iimc.com) and click on IIMC's Membership page. For questions, contact IIMC Executive Director, Chris Shalby at [chriss@iimc.com](mailto:chriss@iimc.com).

## International Institute of Municipal Clerks Grants & Scholarships

All IIMC members are eligible to apply. Grants and Scholarships can help with:

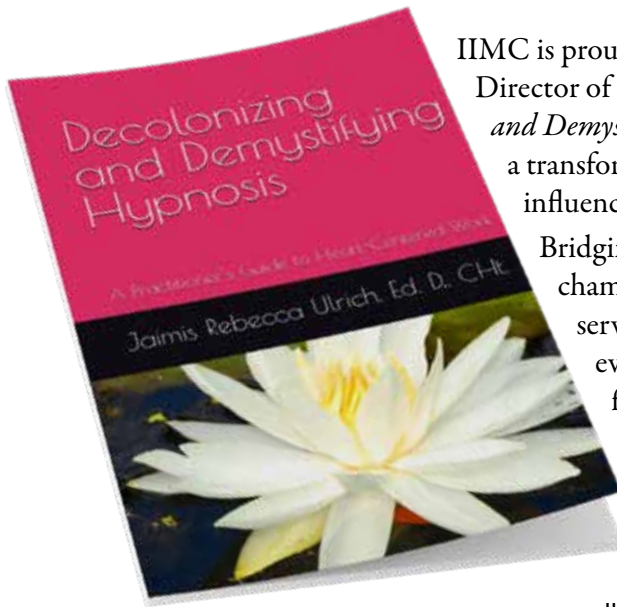
- CMC Institute registration
- MMC Academy registration
- Online learning
- Attending the IIMC Annual Conference

**For more information, visit [IIMCFoundation.com](http://IIMCFoundation.com)**





# Decolonizing and Demystifying Hypnosis



IIMC is proud and thrilled to announce that Dr. Jaimis “Dr. J” Ulrich, Associate Director of Professional Development, recently released the book, *“Decolonizing and Demystifying Hypnosis: A Practitioner’s Guide to Heart-Centered Work,”* a transformative resource for anyone in public service looking to enhance their influence through inclusive, empathetic practices.

Bridging decolonized approaches with heart-centered methods, this guide champions cultural sensitivity and addresses the effects of colonialism in service delivery. It's a call to transform public service into spaces where every individual, especially those from marginalized communities, can find empowerment and healing, promoting a more inclusive, understanding, and supportive environment for all.

By Dr. Jaimis Ulrich, Ed. D., CHT.

IIMC Associate Director of Professional Development IIMC



Dr. Ulrich owns all rights to “Decolonizing and Demystifying Hypnosis.”  
IIMC receives no compensation from book sales.



Link to purchase book on Amazon: [Decolonizing and Demystifying Hypnosis: A Practitioner's Guide to Heart-Centered Work:](#)

[Ulrich, Dr. Jaimis Rebecca, Reyes, Bianca: 9798882965579: Amazon.com: Books](#)



## Thank you for making the 2025 Annual IIMC Conference incredible!

By optimizing operational efficiency and boosting productivity, clerks can focus on what really matters: improving their communities.

We'll be at several conferences this year. Explore our calendar to learn more — and call 888-228-2233 or visit [www.CivicPlus.com](http://www.CivicPlus.com) for additional information about our powerful software solutions.



CivicPlus® experts loved connecting with so many passionate clerks and introducing them to our

### Clerk Productivity Bundle of solutions:

-  **CIVICPLUS**  
Agenda and Meeting Management
-  **CIVICPLUS**  
Municode Codification
-  **CIVICPLUS**  
Municipal Websites
-  **CIVICPLUS**  
NextRequest
-  **CIVICPLUS**  
Social Media Archiving

 **CIVICPLUS®**

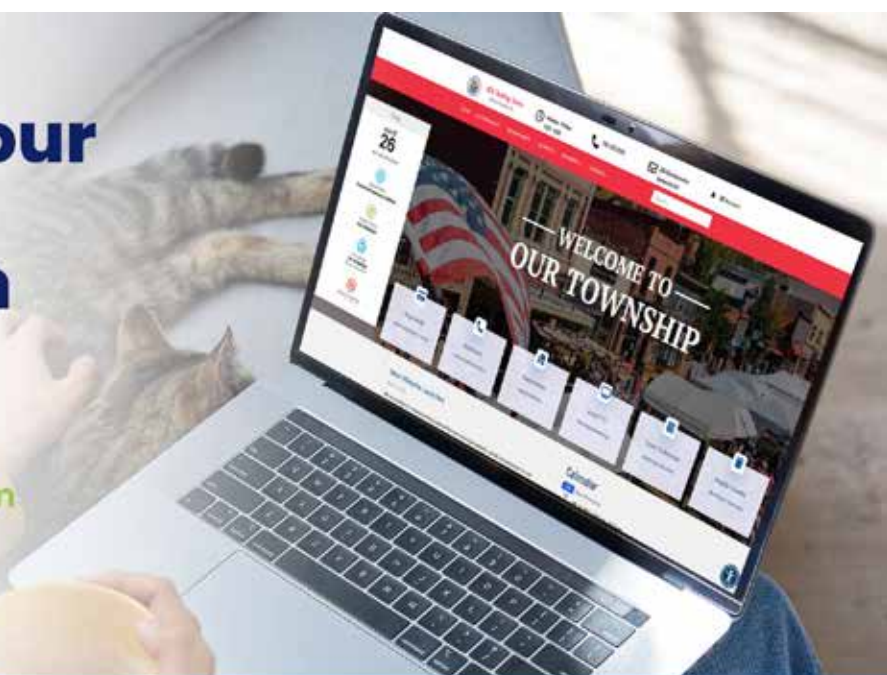
## Reno Reimagined: Culture Trumps Casino, Creativity Wins Big!



Reno has shed its old-school gambling image to emerge as Nevada's most exciting cultural destination. Today's Reno pulses with creative energy—from the vibrant Riverwalk district lined with independent galleries, chef-driven restaurants, and artisan boutiques, to Midtown's stunning collection of over 100 outdoor murals that transform streets into open-air galleries. The city's museum showcases both permanent masterpieces and cutting-edge rotating exhibits, while the flourishing culinary scene has foodies flocking from across the country. This is the new Reno: where art, culture, and innovation converge in the shadow of the Sierra Nevada.

## Transform Your Municipal Website With Govsites

[spatialdatalogic.com](https://spatialdatalogic.com)  
[sales@spatialdatalogic.com](mailto:sales@spatialdatalogic.com)

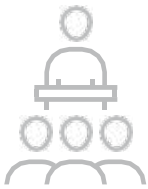


We design municipal websites with your citizens in mind, making it easy for visitors to navigate your site and access municipal information and services quickly. We believe a website is more than just a critical source of information; it's a digital extension of your building.



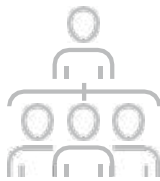
Government officials affect the lives of residents every day. When our frontline staff are empowered as leaders, we deliver services more effectively. **The High Performance Leadership Academy is a resource that connects your staff with practical leadership training.** Using an innovative, interactive online learning platform that combines real-time webinars, recorded sessions and small group discussions to deliver effective training without traveling away from the county – saving money and maximizing time.

## THE ACADEMY FOCUSES ON FIVE ESSENTIAL SKILLS:



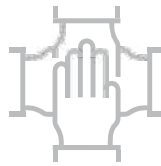
### LEAD:

Engage teams and stakeholders to foster positive climates and exceed common expectations



### ORGANIZE:

Plan, lead and execute organizational change more effectively and consistently



### COLLABORATE:

Establish alignment and strong partnerships through building stronger relationships



### DELIVER:

Measure projects and processes to deliver results aligned with county and community priorities



### COMMUNICATE:

Create clarity, confidence and community

**The High Performance Leadership Academy empowers frontline government professionals with fundamental, practical leadership skills to deliver results for counties and residents.**

The Academy enrollment fee is \$2,495 per participant with discounts available for IIMC members.

With a curriculum developed by General Colin Powell and public and private sector leaders, The High Performance Leadership Academy gives students the opportunity to learn from world-class faculty. All content is guided by an expert facilitator.

**Find out more at [pdaleadership.com](http://pdaleadership.com)  
Or email [Tarverh@pdaleadership.com](mailto:Tarverh@pdaleadership.com)**





# 2025-26 Calendar

## Region Meetings, Institutes, Conferences and Courses

Please check with your Association or the IIMC website for current information

### NOVEMBER

- 4 University of Wisconsin - Green Bay Fall 2025 Training and Development Program (7 of 7): Evaluating the Individual
- 5 IIMC Online Professional Development Course: Building Stronger Connections
- 12 NEMCI&A Webinar: How Food Shapes Your Focus
- 12 Texas Municipal Clerks Association (TMCA), University of North Texas: Advancing Your Career

### DECEMBER

- 3 IIMC Online Professional Development Course: Budgeting & Financial Management for Municipal Clerks
- 7-10 Alaska Association of Municipal Clerks (AAMC) Annual Conference
- 10-12 Alabama Association of Municipal Clerks and Administrators (AAMCA) Fall Institute and Winter Conference
- 17 IIMC Online Professional Development Course: Conflict Resolution

### FEBRUARY 2026

- 16-20 Region III Conference
- 25-27 Region IV Conference

### APRIL 2026

- 15-17 Iowa Municipal Finance Officers Association (IMFOA) Spring Conference

### OCTOBER 2026

- 21-23 Iowa Municipal Finance Officers Association (IMFOA) Fall Conference



## Sign Up for IIMC Calendar and News Alerts

Did you know you could sign up for email and/or text alerts for upcoming events and calendar items?

Scroll down on the home page to "Upcoming Events," and click on "Notify me" for Upcoming Events and Calendar items or simply click on the button below. Select from a list of Region calendars.

After you add your email address, click on the envelope icon for which item you'd like to subscribe. You may also opt for text alerts.



### 80th Annual Conference Reno, Nevada

Sunday, May 17 thru Thursday, May 21, 2026



### 81st Annual Conference Fort Worth, Texas

Sunday, May 9 thru Wednesday, May 12, 2027



### 82nd Annual Conference Bellevue, Washington

Sunday, May 21 thru Wednesday, May 24, 2028