



## IIMC FOUNDATION SEEKS NEW BOARD MEMBER

The International Institute of Municipal Clerks (IIMC) Foundation was established in 1984 as a tax-exempt Foundation under Section 501 c (3) as a nonprofit organization to raise funds for its partner, the International Institute of Municipal Clerks (IIMC). All funds provided to IIMC by the Foundation are used to promote, train, and educate Municipal Clerks, making them proficient in the services they provide to the citizens of their community. The Foundation raises funds for scholarships for IIMC approved Institutes; educational materials and tools; educational seminars; and other educational programs.

**There is 1 vacancy on the IIMC Foundation Board: 0 vacancies in Category A, 1 vacancy in Category B, and 0 \_\_\_\_\_ vacancies in Category C.**

**Category A** - Active or retired members in good standing with IIMC with at least five years of IIMC membership and who have supported the Foundation with regular contributions.

**Category B** - Persons with skills in education, government, foundations or corporations with preference given to non-clerks.

**Category C** – Persons with skills in finance/investment with preference given to non-clerks.

The preference being given to non-clerks in certain categories is an attempt for more diversity in the Board make-up. **However, active/retired clerks who believe they meet a specific skill area may also apply** for that category addressing specific expertise they have in a particular area. The Foundation Board also encourages clerks who know of an individual with expertise in these specific areas to make that individual aware of the opportunity to apply. Appointments will be made at the Foundation Board meeting held in conjunction with the IIMC Conference in May 2025.

**Application deadline is March 15, 2025.**

Applicants for all Board positions must have an understanding of the purpose of the Foundation and its role in conjunction with IIMC and how the Foundation raises funds. The successful candidates will be chosen based on their commitment to the Foundation and the following criteria:

- The person has knowledge of fundraising and the time and willingness to raise funds.
- The person has a demonstrated desire to promote the education and professionalism of Municipal Clerks.
- The person has knowledge of or accessibility to foundations, corporations or individuals that may contribute to the IIMC Foundation.
- The person can attend at least two Board Meetings a year, perform committee work, assist with Foundation duties at the annual conference, and personally contribute financially.

**IIMC Foundation Board members are expected to absorb their own travel expenses**, as every effort is made to keep Board expenses to a minimum and maximize funds available for education. **IIMC Foundation Board members are expected to be active contributors to the Foundation.**

The Nominating Committee will recommend the successful candidate(s) to the Foundation President. The President will forward the applications to the Foundation Board for consideration at the Foundation's Annual Meeting. The Chair of the Nominating Committee will notify the successful applicant(s) in writing, and will also notify in writing those applicant(s) not chosen.

Application available at:

[https://www.iimcfoundation.com/sites/default/files/fileattachments/general/page/401/iimc\\_foundation\\_bod\\_application-fillable\\_012024.pdf](https://www.iimcfoundation.com/sites/default/files/fileattachments/general/page/401/iimc_foundation_bod_application-fillable_012024.pdf)

Send application to Roxanne Schneider, Chair of the Nominating Committee, [schnrox@fctc.coop](mailto:schnrox@fctc.coop). The Nominating Committee will conduct a telephone interview with applicant(s) and may require references as part of the application process. For more information and questions, contact Roxanne Schneider at [schnrox@fctc.coop](mailto:schnrox@fctc.coop).