

International Institute of Municipal Clerks

2025/2026 Conference Committee Roster

Term: May 22, 2025 through May 20, 2026

PURPOSE:

To review and recommend conference education topics, speakers, sessions, and general session speakers; and work with staff in reviewing the overall conference design and how to improve upon existing formats.

2025/2026 Goals & Objectives

1. Evaluate and review the proposed educational sessions of the Annual Conference collaborating with IIMC's Education Department to ensure that the varying levels of education, experience, and job responsibilities of all IIMC members are being met. Forward any recommendations to the Education Department as needed.
2. Recommend Annual Conference education topics and presenters to the Education Department by July 1, 2025.
3. Work with the Executive Director to review future conference submissions and provide information to the Board of Directors.
4. Working with staff, review and revise the current Conference Planning Manual, ensuring it coincides with today's conference planning, fundraising and logistics.

Deadlines:

July 15, 2025 Identify and submit to Headquarters budget justification requested (if any) necessary to accomplish the Committee's goals and objectives. All requested will be reviewed by the Budget and Planning Committee.

September 17, 2025 File a Report with Headquarters for inclusion with agenda materials for the November IIMC Board of Directors Mid-Year Meeting.

March 26, 2026 File the final report with Headquarters for inclusion with the Annual Report.

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2025/2026 Conference Committee Roster

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