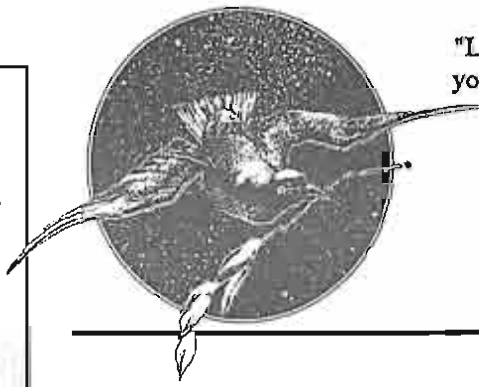


JANUARY 1993

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"Lend me the stone solid strength of the past and I will lend
you Wings to the future" --Robert Jeffers

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PRESIDENT'S COMMENTS

Since my last letter to you I have attended the IIMC Institute in Wichita. Howard Pevehouse, Sandy Howell, and I did a session for the new clerks. Each of us dedicated an hour on the duties and responsibilities of clerks for a particular class city. Sandy was the only one of us who had been a city clerk in a first, second and third class city...and ALL the same city. She has had first hand opportunity to see a city grow from a third class city to a first class city. I felt the institute was exceptional this year. Heard some good comments about the presenters.

On December 4th and 5th I attended the Illinois Region VII meeting in Chicago. One of the topics discussed was Tom Roberts' campaign for Second Vice-President. All of us in Region VII are supporting Tom in this effort.

I would like to thank Karen Fitzmier for her support and help after she accepted a position with the high school in Maize. All of us owe Karen a vote of "THANKS" for all of her support to the CCMFOA.

I think the "Getting to Know You" articles in the Wings newsletter are very interesting. The questionnaire that Connie sends out gets "right down personal"....but fun.

A big thanks to Connie for a job well done on the Wings newsletter this year.

I wish everyone a Happy Holiday Season and Best Wishes for the New Year.

**Verna Ferguson, CMC
President, CCMFO**

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EDITOR'S LETTER

Dear Friends,

My favorite time of the year is here - the NEW YEAR!! Time to pull out the new calendar, clean out the closets, move the furniture, and vow to complete those projects that are still on last year's "to do" list.

One of my resolutions for 1993 is to eat more sensibly, and, of course, to exercise on a regular basis. For those of you who know me, this is not going to be easy because dessert has always been my favorite course of a meal, and it seems I'm always too tired to exercise.

Those of us that attended the Region VII meeting in Chicago received some motivation from Dr. Mary Lorton, who conducted a stress management workshop. She shared with us the following myths regarding exercise:

1. Exercise takes too much time.
2. You need to be athletic to exercise.
3. The older you get the less you need to exercise.
4. All exercise yields the same benefits.
5. Exercise makes you tired.

Believe it or not, she also said we can all lose 14 pounds from 1/1/93 to 1/1/94 without changing our diet by walking as hard and fast as you possibly can every day for 20 minutes. Bring on that piece of pie...I'm walking every day!!

PUBLICATION DATES AND DEADLINES FOR NEWS ITEMS

"WINGS" will be published in July, October, January and April. Information should be submitted by the 15th of the month preceding publication. Anyone wishing to place advertising in "WINGS" should contact Jean Krehbiel for further information and rates. Small classified ads are also available for positions open, special messages, etc. Jean's address is P.O. Box 100, Hesston, KS 67062. Telephone: 316-327-4412



IIMC NEWS

BY TOM G. ROBERTS, REGION VII DIRECTOR

The IIMC Board of Directors met in New Orleans, Louisiana, November 19 to 21. This year a new format was used. Instead of entertaining bids on the 1998 conference site, which was postponed for one year, the first two days were spent on strategic planning, identifying our top goals and the initial action steps to implement them. Janice Saylor from the Carl Vinson Institute of Government at the University of Georgia served as facilitator and did a tremendous job. I personally feel that this process was long overdue and that the results will serve as our road map of the future.

At the business meeting the Board addressed a number of issues and I will highlight some of them for you. The Board voted to approve a new committee system which provides for two year staggered terms to allow for continuity from one year to the next.

The Budget and Planning Committee has done an excellent job of detailing our financial situation and making recommendations. The Board approved changing the fiscal year to coincide with the calendar year and to recommend a \$5 dues increase in order to establish a reserve fund. This will enable IIMC to plan for major expenditures in a planned and orderly fashion.

A committee had been appointed to look at the possibility of restructuring the IIMC regions. Janet Vaught of Carbondale, Illinois, was our Region VII representative. No changes were recommended at this time, but Region VIII remains a problem with eleven states stretching from the Canadian border to the Mexican border.

The future of the IIMC headquarters operation is under evaluation. The current building lease with the city of Pasadena is almost up. This is an excellent time to evaluate the needs of our administration and to determine where our headquarters should be located in the future. We did make a commitment to John Devine, Executive Director, that we would stay in the same area for at least three years so he would not have to uproot his family again real soon after moving from Wisconsin. IIMC has also contracted with an attorney to help us with contracts, leases, personnel issues, etcetera.

The IIMC Region VII meeting was held December 4 and 5, 1992, in Chicago, Illinois. The Illinois Clerks did an excellent job of hosting the meeting. It was a good opportunity to swap ideas and network with our fellow Region VII Clerks. Following the meeting we participated in a stress management workshop conducted by Dr. Mary Lorton. She had many good tips and ideas for dealing with the stress we face daily in our lives.

Linda Medlock, my Region VII co-director and good friend, has announced that she plans to host next year's region meeting in her home town of St. Charles, Missouri, which is just west of St. Louis.

This is my third and final year as Director of Region VII. My term will expire next May in Orlando. It has truly been an informative and rewarding experience. The Illinois Clerks have nominated Mary Haynes of Peoria, Illinois, to take my place. The three states in our region have a friendly agreement to rotate the two directorship positions between the three states. I have had the pleasure of knowing Mary for some time. I have the ultimate confidence in her abilities and encourage all Kansans to fully support her candidacy.

The IIMC conference next May in Orlando promises to be quite an event. The meeting will be held May 23 to 27 and the headquarters hotel will be the Hyatt Orlando Hotel. Please plan on attending if possible. It promises to be a unique educational and fun-filled conference.

THE SPOTLIGHT IS ON



Don Heidrick
City Clerk/Administrator
Anthony
Birthplace: Beloit, KS
Spouse: Mardy
Children: Christy-20;
Jeanice-17

Favorite type of music: 60's and 70's
Favorite TV show: CBS's Sunday Morning or
NBC's Sunday Today
Favorite movie: Fried Green Tomatoes
Favorite entertainer: Barbara Mandrell
Best book read recently: Bible
Best part of my day: Morning
Worst part of my day: Right after lunch
First job: Custodial work during my junior high
years
In my spare time I like to: Read, garden, walk,
converse with common people
Fondest childhood memory: Visiting my Uncle
and Aunt's farm
Proudest achievement: City Clerk/Administrator
I knew I was grown up when: I could read the
yard stick
I hope I never have to: Miss out on eating my
favorite foods
**If I could change one thing about myself, I
would:** Don't hold grudges and try not to
be a miracle worker
If I couldn't do what I am doing, I would:
not do it.
Five words I hope people use to describe me:
Clean, sharp, slick, beautiful
One thing I really can't stand: Gossip and the
time it wastes
The most rewarding thing I ever did was:
When I bought my first chocolate malt
For one day I'd like to trade places with:
The President
If I had a million dollars, I would: Relax and
enjoy life
Most embarrassing moment: Put down by a
teacher
I can die happy, once I've: Seen my kids through
school, my debts paid, retired and know
there is life beyond
The one person I would like to have met:
Mother Teresa



Jean Greve
City Clerk
Erie
Nickname: Liz
Birthplace: Fort Scott, KS
Spouse: Michael A. Finley
Children: Autumn

Favorite type of music: Soft Rock
Favorite TV show: Northern Exposure
Favorite movie: Pretty Woman
Favorite entertainer: Bette Midler
Best book read recently: Colony
Best part of my day: Between 9 pm and 1 am - I'm
a nightowl and enjoy the quiet when
everyone else is asleep
Worst part of my day: Anytime before 10 am
First job: Clerk at a fabric store in Fort Scott
In my spare time I like to: Quilt, help my husband
farm, read to my daughter cuddled up in
our big rocking chair
Fondest childhood memory: Piled in blankets with
my 2 sisters in the backseat of my parents
car in the middle of winter going to
grandma's
Proudest achievement: Raising my daughter
I knew I was grown up when: At 21, I moved to
Denver by myself, found a job, & lived
there for 3 years
I hope I never have to: Live in a large city again
If I could change one thing about myself, I would:
Not be so hyper
If I couldn't do what I am doing, I would: Open a
shop for quilters
Five words I hope people use to describe me:
Friendly, caring, fun-loving, christian,
sincere
One thing I really can't stand: People who want
me to tell them why they used so much gas,
water & electricity.
The most rewarding thing I ever did was: Be a
wife and mother
For one day I'd like to trade places with: My
mother when my sisters & I were young
I can die happy, once I've: Seen my children
grown up, secure and happy
The one person I would like to have met: My
great-grandfather who helped raise my
mother

THE SPOTLIGHT IS ON



Patricia Mae Brooner, CMC
City Clerk, Sedgwick
Nickname: Patty
Birthplace: Hoxie, KS
Spouse: Roger
Children: Myrvin, Amanda,
Velma, William
Step-Children: Mark, Rachel,
Rebekah, Ruth, Rhoda



Michael J. Scanlon
Finance Officer
Merriam
Nickname: "Tight Socks"
Birthplace: K.C., Missouri
Spouse: Kelly
Children: Katie and Megan

Favorite type of music: Semi-classical, waltzes
Favorite TV show: Discovery Channel
Favorite movie: Walt Disney movies
Favorite entertainer: John Wayne &
Maureen O'Hara
Best book read recently: Profiles of Courage by
John F. Kennedy; The Blessing
Best part of my day: Evenings
Worst part of my day: Real early morning
First job: Duckwall's - Goodland, KS
In my spare time I like to: Quilt, oil painting,
attend auctions and visit antique shops
Fondest childhood memory: Christmas Eve
services at a small Baptist church in
Wakeeney, KS
Proudest achievement: My four children
I knew I was grown up when: I hope I never get
so "grown up" to forget the wonders of
childhood
I hope I never have to: Deliberately hurt someone
either mentally or physically
**If I could change one thing about myself, I
would:** Work on not allowing myself to
be hurt so deeply by the actions of others
either to myself or to others
If I couldn't do what I am doing, I would: Be a
missionary in the foreign mission field
Five words I hope people use to describe me:
Loving, caring, sharing, empathy for
others
One thing I really can't stand: Dirty dishes
sitting around - just ask my family
The most rewarding thing I ever did was: Share
the love of Jesus with a person who really
needed to now Him
For one day I'd like to trade places with: The
President
I can die happy, once I've: Carried out some of
my plans for my retirement years
The one person I would like to have met: The
Apostle Paul and Abraham Lincoln

Favorite type of music: Classical/Rock
Favorite TV show: Star Trek - Next Generation
Favorite movie: It's a Wonderful Life
Favorite entertainer: Jimmy Stewart
Best book read recently: The Troll Garden by
Willa Cather
Best part of my day: Night right after the kids go
to bed
Worst part of my day: 6:00 a.m. when my 1 year
old wants to eat breakfast
First job: Golf Caddy
In my spare time I like to: Antiquing - refinishing
furniture - playing with my daughters
Fondest childhood memory: Fishing with my
grandfather. He would always spit some
chewing tobacco on my hook before I put
on the worm - he said it made them slide on
Proudest achievement: Receiving the Evans
Scholarship in high school. It was a four
year - full paid scholarship to the University
of Missouri-Columbia
I knew I was grown up when: My mom let me set
up a checking account when I was 15
I hope I never have to: Buy another house
If I could change one thing about myself, I would:
I'd like to be a better writer
If I couldn't do what I am doing, I would: Be a
teacher
Five words I hope people use to describe me:
Happy, generous and bright
One thing I really can't stand: Insincerity
The most rewarding thing I ever did was: I put a
project together for the City of Columbia,
MO which won the GFOA Award of
Excellence in Financial Management
Most embarrassing moment: Breaking my wife's
best friend's ankle
For one day I'd like to trade places with: Paul
Harvey
I can die happy, once I've: Been a grandfather
The one person I would like to have met: Samuel
Clemens/Mark Twain

IIMC CERTIFICATION INSTITUTE

Congratulations are extended to Third Year Graduates



Pictured above, (L to R): Front Row: Leann Hughes, Karen Walters, Colleen Woodruff, Polly Mains, Barbara Noah, Dee Grunder; Middle Row: Donna Greenlee, Donna Oleson, Joyce Chartier, Carely Yaeger, Nancy Hodges, Darla Ellis, Darla Snook; Back Row: Stephanie Drug, Jane Boeh, Martha Scott, Esther Shields, Marietta Lucaa, Patti Brace, Shron Gueho, Jaclyn Reimer, Carolyn Dreher, and Mary Jo Walz

YEAR 2 GRADUATES



Pictured above, (L to R): Front Row: Kristy Bolden, Jull Stauss, Lizabeth Finley, Gaila Nielson, Joan Solze; Middle Row: Gloria McGinness, Sandra McCreary, Ramona Brown, Dianne Rosecrans, Joann Pcnka, Deborah Lamb, Penni Porter, Cindy Conrardy, Jean Greve, Joni Ripper; Back Row: Bill Butrick, Barbara Sharp, Karen Ruggles, Teresa Sexson, Vic Finkenbinder, Donna Rettiger, Becky Bolce, Judy Brigham, and Phil Deneault

YEAR 1 GRADUATES



Pictured above, (L to R): Front Row: Kay Howell, Loretta Hundley, Karen Smith, Ruth Kendall, Donald Howell, Marsha Florentin, Linda Dinkel, Kristy Bolden, Linda Jones; Middle Row: Ramona Beard, Pam Jackson, Karen Logan, Doris Wing, Vicki Hesser, Marsha Haxton, Kenetha Stolhand, Judy Long, Karen Bailey; Back Row: Jan Blake, Marty Ware, Martha Nemeth, Lizabeth Finley, Deanna Forsythe, Gina Underwood, and Linda Martell

A FAREWELL MESSAGE TO CCMFOA

From Norma Robbins, City Clerk, Topeka

It was with great delight that I left City Hall behind on the 18th of December, but there was an equal amount of sadness that I had to leave my friends. Since becoming City Clerk in 1974, I have met a lot of really super people and I will miss each one of you.

People used to stay in the positions a lot longer than they do now, so now it's more difficult to establish long-term friendships, but since we are a special kind of people, we seem to bond more quickly, so we have become close.

There are so many younger Clerks, now compared to the ones who were in office when I first started. It was a surprise when I suddenly became one of the "Old Clerks" a year or so ago. Though I had to admit that I was one, it was my fervent hope that no one would notice.

Now that my retirement has come, it can no longer be ignored. You can't retire unless you have put in more than a few years. I feel fortunate that I took that first job in 1956 that lets me have full retirement at an age when I can really enjoy it. In spite of the frustrations involved in working in any government office, we can take pride in our service to our citizens.

I hope you'll remember my years of service and my dedication to the association, but it's more likely that I will be remembered for bucking the establishment, hospitality rooms, cowboy bars and late-night gab fests.

I'll remember you with a little bit of envy that you will still get to see each other at the schools and in the hospitality rooms. When you do get together, have one for me!!



A total of 23 Clerks from Region 15 joined together on October 27, 1992, in honor of Norma. Special guests included Kansas City, Kansas Mayor Joseph E. Steineger, Jr.; Topeka Mayor Butch Felker; and David T. Isabell, City Administrator of Kansas City. Also attending from outside of Region 15 were Sue Martell and Verna Ferguson, CCMFO President.

Pictured above (L to R) are: Mayor Felker, our own Norma, and Mayor Steineger.

REGION NEWS

Region 11

Clerks from Region 11 met in Atchison on October 20, 1992, hosted by City Clerk Phyllis Walton and Finance Director Shirley Murar. The meeting began at 11 a.m. at the Santa Fe Depot, with Mayor David Butler welcoming 18 City Clerks to Atchison. The Tourism Director gave the group a tour of the Santa Fe Depot, which houses the Chamber of Commerce, the Historical Society Museum and a gift shop. Following lunch at Paolucci Lounge, a short business meeting was held. It was decided to hold the March meeting in Topeka. After lunch the group had a guided tour of the birthplace of Amelia Earhart and the Cray Historical Museum.

Region 3

City Clerks in Region 3 were invited to attend a sales tax seminar sponsored by Midwest Energy, Hays, Kansas, on October 13, 1992. Ron Grant of the Division of Taxation, Technical Support Unit, presented the seminar in Hays and Hoxie. It was a very interesting and worthwhile seminar. Some of the areas covered were: are cities exempt from sales tax when purchasing, the Ingredient or Component Part exemption, the different exemption forms, consumed in production, and compensating use tax. We are all reminded that exemption forms are a must. After the seminar in Hays, some of the City Clerks and their assistants had lunch at The Rooftop. A big thank you is expressed to Midwest Energy for sponsoring the seminar.

Region 2

Joann Penka and Betty Schull of Dighton hosted the Region 2 clerks meeting on October 26, 1992, at the Wheatland's Convention Center in Garden City, with 19 clerks and staff present. Following dinner Beverly Moomaw,

of Moomaw Studio and Framery, in Dighton, gave a presentation on her unique talent of taking memorabilia and framing it for a keepsake. After viewing some of Beverly's work there was a group discussion on computer software. Our next meeting is scheduled for January 25th, with Debra Fox, City Clrk of Ashland hosting.

Region 1

Leann Hughes, City Clerk of Oakley, hosted the regional meeting for Region 1 on October 23, 1992. There were 8 Clerks in attendance. The group met at the city offices for a short tour and then traveled to the Northwest Kansas Educational Service Center where Kathy Kersenbrock-Ostmeyer, Staff Development Coordinator, conducted a tour of their facility. Following the tour, Kathy gave a presentation on "Good and Bad Communication" and "How to Deal with Difficult People". Kathy gave us some common sense advice that we can use in our professional lives as well as in our personal lives. Following the presentation, lunch was catered to the NKESC facility by Colonial Steakhouse. Dan Pickett of Quinter volunteered to hold the next meeting in February, with the time and date to be set later.

Region 8

Twelve Region 8 Clerks and Finance Officers from Harper, Harvey, Kingman and Reno counties met at Elizabeth's Restaurant in Hutchison for lunch on December 2, 1992. The group met in the Board Room of the First National Bank following lunch. Program presenter Jay Wieland, City Administrator, Hesston, conducted a very informative meeting including a question and answer session on personnel policy practices. Mr. Wieland asked Hesston City Clerk Jean Krehbiel to share her role in the process. Santa Claus ornaments were given to everyone by Sedgwick City Clerk Patty Brooner.

DID YOU KNOW???

The Kansas City Clerks and Municipal Finance Officers Association is proud to announce that the following Kansas clerks have been awarded the designation of "Certified Municipal Clerk" (CMC) from the International Institute of Municipal Clerks:

Jane Powers, City Clerk, City of Bucklin

Joan L. Bowers, City Clerk, City of Marion

Judith K. McCall, City Clerk, City of Cedar Vale

Rhonda L. Schuetz, Deputy City Clerk, City of Hiawatha

Betty L. Martine, Deputy City Clerk, City of Bel Aire

They join 97 other Kansas Municipal Clerks who presently hold the designation of Certified Municipal Clerk.

Twelve clerks from **Region 15** met at the Steak & Ale in Lenexa for a holiday luncheon on December 16th. The guest of honor was **Alice Youngman, City Clerk of Spring Hill**, who will retire on January 1, 1993, following 18 years of service. Alice was honored with a surprise flower bouquet and many retirement cards. Clerks in attendance also collected holiday gifts which were later donated to Safe Home of Johnson County.

At the annual business meeting held during the League Conference in Wichita, the subject of scheduling was discussed because our business meeting was at the same time as the concurrent workshops. Several clerks missed the meeting because they wanted to attend the workshops. By a vote of 28-27, clerks in attendance voted to have the business meeting at 7:00 a.m. on Tuesday morning. This would be a breakfast meeting, adjourning at 9:20 a.m. The League has been requested to change their schedule for the General Session on Tuesday morning from 9:00 a.m. to 9:30 a.m.



Kansas was well represented at the Region VII meeting held on December 4-5 in Chicago. Pictured above (L to R) front row: Barbara Sharp, Deputy City Clerk; Mission; Sue Grosidier, City Clerk, Mission; Lynne Pateres, Asst. City Clerk, Westwood; Lisa Lene, City Clerk, Westwood; back row: Tom Roberts, City Clerk, Kansas City; Fran Kessler, Asst. City Clerk, Leawood; Verna Ferguson, City Clerk, Concordia; and Connie Schmidt, City Clerk, Merriam.

NOMINATING COMMITTEE REPORT

submitted by Mary Reed, Chairman,
City Clerk, Parsons

The Nominating Committee will submit the following slate of officers for consideration at the Annual Business Meeting held in Wichita on March 10-12, 1993:

Executive Committee

President

Verna Ferguson, City Clerk, Concordia

Vice President

Howard Pevehouse, City Clerk, Olathe

Secretary

Sandra Howell,
City Clerk/Finance Director, Lenexa

Treasurer

Debbie Durler, City Clerk, Great Bend

Board of Directors

Leroy Stewart, Wamego
Cindy Wixson, So. Hiutchison
Laurie Neemann, Hiawatha
Jan Meisinger, Hillsboro
Stacey Johnston, Coffeyville
Brenda Chance, Phillipsburg

Government Finance Officers Association - 1993 Training Calendar

Advanced Governmental Accounting - Chicago, Illinois
June 22, 23, and 24. Cost: \$330 (GFOA members)

CAFRonMICRO - Chicago, Illinois
April 19, 20 and 21; June 22, 23 and 24; November 15, 16
and 17. Cost: \$695 (GFOA members)

Capital Budgeting and Financing - Denver, Colorado
March 16, 17 and 18. Cost: \$330 (GFOA members)

Effective Budget Presentation - Denver, Colorado
March 15. Cost: \$220 (GFOA members)

**Financial Reporting and the GFOA Certificate of
Achievement** - Chicago, Illinois
June 21. Cost: \$220 (GFOA members)

Intermediate Governmental Accounting -
Denver, Colorado
March 15, 16 and 17. Cost: \$330 (GFOA members)

Investing Public Funds - Denver, Colorado
March 15 and 16. Cost: \$295 (GFOA members)

The Planning and Sale of Municipal Bonds -
Chicago, Illinois
June 21 and 22. Cost: \$295 (GFOA members)

Public Cash Management - Denver, Colorado
March 17 and 18. Cost: \$250 (GFOA members)

**To register, contact: GFOA Educational Services
Center, 180 North Michigan Avenue, Suite 800,
Chicago, Illinois 60601**

CCMFO PRESIDENT SEEKS VOLUNTEERS TO SERVE ON VARIOUS COMMITTEES

CCMFO President Verna Ferguson is soliciting volunteers to serve on the various committees. If you are interested in serving the association as a committee member, please complete the application form and return it to Verna.

Below is a brief overview of what each committee does to help you decide which one best fits your interests.

Program Planning: Review past educational programs, determine what types of courses are needed, plan courses for association meetings.

Legislative: Work on legislation that affects the members of our association.

Membership: Promote membership in our association.

Newsletter and Publicity: Gather information for "Wings" and help with its publication, keep old records organized.

Regional: Organize the regions that our association has been split into, help promote education and communication and set up actual meetings and classes within the regions.

Scholarship/CCMFO of the Year Committee: Promote, coordinate, and recommend recipients of scholarships and the CCMFO of the Year award.

IIMC Membership: Promote membership in the IIMC.

GFOA/Finance Officers Committee: Promote membership in GFOA.

Hospitality: Organize hospitality rooms and plan entertainment at association schools.

Education: Promote the importance of furthering the education of our members, work with regional committee to set up courses and seminars needed, promote both CMC and AAE awards.

Manual, By-Laws, Fringe Benefits: Work on revisions of the above to better accommodate our members.

Mentoring Committee: Coordinate mentoring program, establish and promote educational opportunities for new clerks and finance officers.

Nominating: Review and select possible candidates for offices in the association.

COMMITTEE APPLICATION FORM

NAME: _____ TITLE: _____

MUNICIPALITY: _____

ADDRESS: _____

CITY: _____ COUNTY: _____ ZIP: _____

YEARS AS A MUNICIPAL CLERK/FINANCE OFFICER: _____

STATE ASSOCIATION ACTIVITIES (officer, committee membership, etc.)

ACTIVITIES IN OTHER PROFESSIONAL ASSOCIATIONS
(which would be relative to committee activities)

AREA OF EXPERTISE AND/OR EDUCATION (which would benefit membership committee)

I FEEL THAT I AM QUALIFIED TO SERVE ON THIS COMMITTEE BECAUSE:

I AM INTERESTED IN SERVING ON THE FOLLOWING COMMITTEE(S) - LISTED IN
ORDER OF PREFERENCE:

1. _____

2. _____

3. _____

_____ I WILL SERVE ON ANY COMMITTEE WHERE I AM NEEDED.

THIS FORM MUST BE RETURNED NO LATER THAN FEBRUARY 1, 1993 TO:

VERNA FERGUSON, CITY CLERK, CITY OF CONCORDIA
P.O. BOX 603, CONCORDIA, KANSAS 66901

SIGNATURE: _____ DATE: _____

MUNICIPAL CLERKS' EDUCATION FOUNDATION OF IIMC APPLICATION FOR SCHOLARSHIP ASSISTANCE

1. Name _____

2. Title (Explain if your title is different from Clerk or Deputy Clerk) _____

3. Municipal Employer _____

4. Street Address or P.O. Box _____

5. City _____ State/Province _____ Zip/Postal _____

6. Telephone: Home () _____ Office () _____

FAX () _____

7. I am a member of the International Institute of Municipal Clerks.

I want to become a member of the International Insitute of Municipal Clerks. My application for IIMC membership and check for dues of \$ _____ payable to IIMC is attached. (Applicant must be a member of IIMC at the time of filing for scholarship.)

8. Date assumed present position ___/___/___ (Applicant must be a Municipal Clerk or Deputy Clerk, or related title, on the date of the application)

9. Other related municipal experience:

Municipality	Title	Years
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. Education (Circle one) H.S. Grad 13 14 15 16 16+

Degrees _____

Other _____

11. I plan to participate in the municipal clerks Institute program at _____
in the state/province of _____ which is scheduled to convene on ___/___/___.

20. Please explain briefly your reasons for wishing to attend the Institute for Municipal Clerks.

21. Have you attached a written document demonstrating that your Mayor, Council or Manager supports your attendance at the institute; that in the event a scholarship is awarded, you will be given either administrative or annual leave to attend the institute; and the proportion/amount of the total costs of the institute, including travel, meals, and lodging, that the municipality is likely to fund, or alternately, a statement of the financial inability of the city to fund these. Yes No
Does the document express support for the application? Yes
Does the document grant time off to attend the certification Institute? Yes
Does the document indicate the proportion/amount of the total costs that the municipality is likely to fund and/or explain why the municipality cannot fully fund these costs Yes

22. I understand that, if a scholarship is awarded to me, it must be used between June 1, 1993 and May 31, 1994 and that scholarship funds will be sent directly to the municipal clerks institute which I specify. Yes

23. I do hereby attest that the information submitted in and with this application is true and correct to the best of my knowledge.

Date _____ Signature of Applicant _____

For Foundation Use Only

- 1
- 2
- 3
- 4

Return completed application to:
Municipal Clerks' Education Foundation of IIMC
c/o IIMC Headquarters
160 North Altadena Drive
Pasadena, CA 91107-3395

To be considered, the application must be **postmarked by January 31, 1993.**

(Please complete all sections of the application. Failure to do so may result in disqualification.)

UPCOMING EVENTS AND DEADLINES
Mark Your Calendars Now!

January 31, 1993	IIMC Scholarship Deadline
February 1, 1993	Deadline for submitting Kansas CCMFO Committee applications
February 26, 1993	Deadline for submitting applications for IIMC Records Management Award
March 5, 1993	Deadline for submitting IIMC Committee applications
March 5, 1993	Deadline for submitting nominations for Quill Award recipients. (These nominations should be filed through your IIMC Region VII Directors)
March 10-12, 1993	Annual Conference, City Clerks and Municipal Finance Officers Association of Kansas, at the Wichita Hilton East.
March 15, 1993	Deadline for submitting articles for publication in April edition of <u>Wings</u>
May 23-27, 1993	IIMC Annual Conference, Orlando, Florida

EDITOR
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