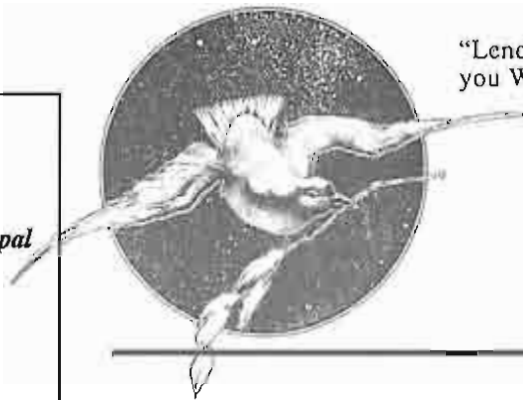


January, 1994

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

WINGS

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DID YOU KNOW???

**UPCOMING
EVENTS AND
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CONGRATULATIONS 1993 GRADUATING CLASS IIMC CERTIFICATION INSTITUTE WICHITA STATE UNIVERSITY



Sitting in chairs, Row 1 (L to R): Jill Stauss, Vic Finkenbinder, Joann Penka, Gary Mangus, Phil Deneault, Bill Butrick; Standing behind chairs, Row 2 (L to R): Jean Greve, Jean Solze, Teresa Sexson, Diane Rosecrans, Gaila Nielsen, Cindy Conrardy, Deborah Lamb, Brenda Smith, Charlene Abell, Pam Simecka; Standing, Row 3 (L to R): Joni Ripper, Karen Ruggles, Judy Brigham, Barbara Sharp, Lizabeth Finley, Becky Boice, Donna Rettiger, Penni Porter

WINGS

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Merriam, Kansas

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EDITOR'S COMMENTS

Below is a copy of the poem read by Carol Nalbandian, Ph.D., Menninger Management Institute, at one of the workshops at the October League meeting. The workshop explored the positive and negative effects on employee morale of change in the local government organization. I requested a copy from her and keep it tacked on my wall at City Hall. My personal favorite is "Honesty and frankness make you vulnerable. Be honest and frank anyway."

Carol Nalbandian indicated that they have been unsuccessful in finding the author of this poem. If you know, please contact her at Menninger Management Institute, Box 829, Topeka, KS 66601.

ANYWAY

People are unreasonable, illogical and self-centered.
Love them anyway.
If you do good, people will accuse you of selfish ulterior motives
Do good anyway.
If you are successful you win false friends and true enemies.
Succeed anyway.
The good you do today will be forgotten tomorrow.
Do good anyway.
Honesty and frankness make you vulnerable.
Be honest and frank anyway.
People favor underdogs but follow only top dogs.
Fight for some underdogs anyway.
People really need help but may attack you if you help them.
Help them anyway.
Give the world the best you have and you'll get kicked in the teeth.
Give the world the best you've got.

ANYWAY

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

PRESIDENT'S MESSAGE

Verna Ferguson

This has been quite a year for me as president of the CCMFOA. A year of great experiences as well as getting to meet a number of the new clerks in our great state.

In March, my tenure will end but my memories of this year will always remain. It was such a good feeling to represent our state and organization at Orlando...and the trip to St. Charles, MO. was great too.

Here on the home front I have been acting Co-City Manager along with our police chief since the resignation of Richard Nienstedt in August. It has been nearly six months and I am ready to get my life back.

A reminder to all our new clerks as well as those who have been in the business awhile...reach out to support those in need of assistance. One of the reasons our organization is so successful is that support we give one another. Remember there are no other city clerks in your town or village, and the support is there at your telephone.

My thought for today:

"Luck comes along when preparation and opportunity meet."

KANSAS CLERKS TRAVEL TO ST. CHARLES, MISSOURI FOR IIMC REGION VII MEETING



Front Row (L to R): Mary Sue Fry, Lenexa; Verna Ferguson, Concordia; Sue Grosidier, Mission; Patty Kroll, Derby; Howard Pevehouse, Olathe; Lisa Lene, Westwood
Back Row (L to R): Phyllis Walton, Atchison; Barbara Sharp, Mission; Sandy Howell, Lenexa; Tom Roberts, Kansas City; Bill Goering, McPherson; and Linda Medlock, St. Charles, Missouri. Also, in attendance, and serving as photographer, Fran Kessler, Leawood.

REGION NEWS

Region 2

Jean Solze, City Clerk of Garden City, hosted our quarterly meeting on November 22, 1993 at the Grain Bin Supper Club. There were 16 clerks and staff members present. We enjoyed a very pleasant evening with round table discussion. Our next meeting will be held on the fourth Monday in January, with Paula Shapland, City Clerk of Ulysses hosting.

Region 7

Thirteen clerks met in Norton on December 10, for our last regional meeting in 1993. After a tour of City Hall, we all carpooled to the Valley Hope Alcoholism and Drug Addiction Treatment Center. We were shown through the facility and listened to an informative talk by the Director. It is a well executed program and very interesting to learn about. The group then met at the new Northwest Kansas Regional Library System building. Karen Griffiths, City Attorney, spoke to us on setting goals and more importantly, achieving them. After a wonderful lunch at the State Street Steak House, we were given a tour of the library system and new recreation facility.

Thanks to Darla Ellis, Norton City Clerk, for hosting this event.

Region 11

City Clerk, Loretta Hundley, hosted the Region 11 fall meeting, October 21, in Mayetta. Mayor Mary Lundin welcomed the group of City Clerks to Mayetta and joined

us for the day. Donna Crawford, Governmental Assistance Services, opened the days activities with pointers on how to get grants and what is available.

After enjoying the coffee and refreshments Loretta had so beautifully prepared, we headed to the Pottawatomie Indian Reservation. Our Lady of Snows Church was our destination, and we finally arrived, after a rather long "tour" of the reservation. The vote was unanimous that Loretta should stick with being a City Clerk, a tour guide she is not!!!

We had lunch and a tour of the Robeke House Museum, visited the Jackson County Recycling Center, and toured the Hotel Josephine. The April meeting will be hosted by Holton.

Region 15

Region 15 met at noon on November 15, 1993 at the Saddle and Sirloin Club. The luncheon meeting was hosted by Fran Kessler and Martha Heizer of Leawood. There were 18 clerks in attendance. Guests included Marcia Rinehart, Mayor; Richard Garofano, City Administrator; and Harry Malnicof, Finance Director. The speaker was David Adkins, Representative of the 28th District.

Approximately 16 clerks from Region 15 held their annual holiday luncheon at Milburn Country Club on Wednesday, December 15, 1993. Those in attendance collected Christmas gifts which were later donated to Safe Home of Johnson County.

THE SPOTLIGHT IS ON

NO
PHOTO
AVAILABLE

Darla Snook
City Clerk
Baxter Springs
Birthplace: Baxter Springs, KS
Spouse: Gary
Children: Heather & Garrett



Fran Kessler
Assistant City Clerk
City of Leawood
Birthplace: Kansas City, MO.
old St. Joseph Hospital
Spouse: none presently, but open
to options
Children: Sondra, John, Karen,
and Nancy
Grandchildren: 4 grandchildren
and 2 son-in laws (the best)

Favorite type of music: Rock
Favorite TV show: Murphy Brown
Favorite movie: "A Star Is Born"
Favorite entertainer: Barbra Streisand
Best book read recently: Autobiography of Willie Nelson
Best part of my day: Evening
Worst part of my day: Getting up in the morning
First job: In High School-taking orders in a hamburger joint.
In my spare time I like to: Shop
Fondest childhood memory: Family vacations, and spending
time with my grandparents.
Proudest achievement: My family and becoming City Clerk.
I knew I was grown up when: I moved out of my parent's
house.
I hope I never have to: Stop dreaming.
**If I could change one thing about myself, I
would:** Take more time to relax.
If I couldn't do what I am doing, I would: Open my own
business.
Five words I hope people use to describe me: Fair,
Dependable, Compassionate, Fun, Honest
One thing I really can't stand: People who don't take
financial responsibility for themselves.
The most rewarding thing I ever did was: Have my family
For one day I'd like to trade places with: Cindy Crawford
(for more reasons than one)
If I had a million dollars, I would: Retire and travel the
world.
Most embarrassing moment: Passing out in high school.
I can die happy, once I've: Watched my children reached all
their goals in life.
The one person I would like to have met: Elvis Presley

Favorite type of music: Jazz
Favorite TV show: Televised council meetings...of course
Favorite movie: An Affair to Remember
Favorite entertainer: Johnny Mathis
Best book read recently: Bridges of Madison County
Best part of my day: Early mornings (watching the sun
come up)
Worst part of my day: Going home traffic.
First job: Proof operator at 1st National Bank-K.C.
In my spare time I like to: See my grandchildren
Fondest childhood memory: Roofing the house with my
Dad.
Proudest achievement: Is yet to come-other than four
children.
I knew I was grown up when: When I got divorced.
I hope I never have to: Be alone-without friends or family.
If I could change one thing about myself, I would: Clear
the clutter.
If I couldn't do what I am doing, I would: Find a beach.
Five words I hope people use to describe me:
Honest, Compassionate, Loving, Dependable, Happy
One thing I really can't stand: sugar-coated words
The most rewarding thing I ever did was: Hospital
volunteer in recovery room and surgical lounge
For one day I'd like to trade places with: Donald Trump
If I had a million dollars, I would: See you later!!
Most embarrassing moment: Doing this!!!
I can die happy, once I've: Lived this down.
The one person I would like to have met:
Katherine Hepburn

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1 (800) 474-1100

THE SPOTLIGHT IS ON



Joni Ripper
City Clerk
Fairway
Nickname:
Birthplace: St. Joseph, MO
Children: Joshua & Leisha



Phyllis Walton
City Clerk
Atchison
Nickname: Phyl
Birthplace: Highland, Kansas
Spouse: Norm
Children: Jacque & Scott

Favorite type of music: Young Country, Classic Rock and some Easy Listening

Favorite TV show: All My Children

Favorite movie: A Star Is Born (Barbra Streisand & Kris Kristofferson)

Favorite entertainer: Barbra Streisand

Best part of my day: Evenings

Worst part of my day: Right after lunch.

First job: Hardee's Restaurant (part-time while I was in high school)

In my spare time I like to: Go for a long drive in the country.

Fondest childhood memory: Helping my dad on projects in his workshop.

Proudest achievement: Giving birth to my son and my daughter.

I knew I was grown up when: I became a mother.

I hope I never have to: Experience the death of one of my children.

If I could change one thing about myself, I would: Be more outgoing.

If I couldn't do what I am doing, I would: Be a free-lance photographer.

Five words I hope people use to describe me: Honest, Friendly, Helpful, Compassionate & Dependable

One thing I really can't stand: Being lied to.

The most rewarding thing I ever did was: My vacation 2 years ago I drove to Texas to visit friends, then drove to Colorado & spent a few days wandering through the mountains photographing the countryside just me and my convertible.

For one day I'd like to trade places with: Cher

If I had a million dollars, I would: Buy some land and build a home in the mountains.

Most embarrassing moment: Slipped on the ice and landed on my rear-right in front of City Hall!

I can die happy, once I've: Seen my children grown and settled, with families of their own.

The one person I would like to have met: Lucille Ball

Favorite type of music: Gospel, Country

Favorite TV show: David Letterman

Favorite movie: Sound of Music

Favorite entertainer: Ricky Van Shelton

Best book I have read recently: I don't have time to read books!!!

Best part of my day: Morning

Worst part of my day: Mid-afternoon

First job: Working in a doctor's office.

In my spare time I like to: Read, playing bridge, go to gospel concerts.

Fondest childhood memory: Family vacations.

Proudest achievement: Receiving my CMC & AAE.

I knew I was grown up when: My twin brother quit picking on me.

I hope I never have to: Be a bartender.

If I could change one thing about myself, I would: Be 35 pounds lighter.

If I couldn't do what I am doing, I would: Stay at home.

Five words I hope people use to describe me: Fun, Friendly, Cooperative, Sincere, Dependable

One thing I really can't stand: Not having any money!

The most rewarding thing I ever did was: Raise our two children.

For one day I'd like to trade places with: Ricky Van Shelton's wife.

If I had a million dollars, I would: Give some to my children, invest some.

Most embarrassing moment: I don't embarrass easy.

I can die happy, once I've: Seen my grandchildren raised.

The one person I would like to have met: Elvis



IIMC NEWS
BY MARY L. HAYNES, CMC/AAE
REGION VII DIRECTOR (ILLINOIS)

Hello, to all in Kansas. Hope you had a lovely holiday season and that you are experiencing a Happy New Year so far. We had a very well attended Region VII meeting November 19th and 20th, St. Charles, Missouri. Region VII Co-Director, Linda Medlock did an excellent job of hosting the group, providing extremely pleasant accommodations, and an informative meeting. We had approximately 41 people there, and all three states, Illinois, Missouri, and Kansas, were well represented. We met Friday evening at a lovely reception at the St. Charles Club arranged by Linda, and had an opportunity to network with those who came in early. Saturday morning, we all trooped to the Goldenrod Showboat, where the Regional Meeting was held. The educational session conducted by Mary Lorton, Ph.D., Stress and Preservation of Self: Letting Emotions Work for You, enlightened all of us. As all of us are aware, most health officials say that stress is responsible for three-quarters of our disease and early death. Therefore, it is extremely important that we learn how to cope with stress, and manage stress, and use stress as a positive, rather than a negative force in our lives.

One highlight of the regional Meeting was the resolutions offered in support for Kansas candidate William Goering. I know that Bill will be a great asset to the Board in the coming years, and Kansas can be proud of his candidacy.

We were privileged to see a special performance by the City Council of Aebecce, which was an hysterical rendition of a play written by our own Linda Medlock, CMC/AAE. It was very cleverly acted by various Missouri City Clerks. Great Fun!! Then we took

a tour of Historic St. Charles, and of course, there was a little time for shopping. There are absolutely fascinating shops, one after the other, to enjoy. Later, we had dinner aboard the Showboat and enjoyed a performance of Nunsense. It was an extremely enjoyable weekend.

ANNOUNCEMENT OF THE
INSTITUTE DIRECTOR'S
AWARD AND TECHNOLOGY
AWARD OF EXCELLENCE

The Institute Director's Award of Excellence acknowledges unique and exceptional contributions of these dedicated educators over time in promoting quality education for the Municipal Clerk's profession. The deadline for submitting nominations for this first award is February 15, 1994. The first annual award will be presented at IIMC's 1994 Conference in Anchorage, Alaska.

We urge all States to promote this award. Contact IIMC's Director of Education at (909) 592-IIMC or me at (309) 672-8565 if you would like to have more information on the policy, the criteria, or the application.

Also announced is the Technology Award of Excellence which will recognize the importance of the use of technology in the Municipal Clerk's office in providing efficient and cost-effective delivery of service. The Technical Development Committee invites you to participate in this competition. Applications are due in San Dimas, February 1, 1994.

Both of these awards have been promoted through the IIMC Digest and this information is provided in support of these announcements.

Important Dates: Send in those applications and nominations today!

- Technology Award of Excellence- 2/1/94
- Institute Director's Award-2/15/94
- Records Management Award-2/25/94
- The Committee Volunteer Application- 2/25/94
- The Quill Award-3/4/94

We encourage you to become involved.

Membership Statistics

The membership stats as of December for the Region are as follows:

Overall IIMC membership is 9,582.

	<u>IIMC</u>		
	<u>Members</u>	<u>CMC</u>	<u>AAE</u>
Kansas	281	110	19
Illinois	382	117	27
Missouri	243	78	16

We welcome new members from Kansas: Ms. Christine Weber of Garden Plain, Kansas, and Mrs. Lori Evans of Moran, Kansas, as well as Ms. Rose Miller of Wellington, Kansas. We are very happy to welcome you into the organization, and invite you to call on us at any time that you would like more information. We congratulate Ms. Brenda Smith, CMC of Melvern, Kansas on her Certification and Ms. Jacqueline Shiever, CMC/AAE of Saline, Kansas, Ms. Sue A Grosdidier, CMC/AAE of Mission, Kansas, and Mrs. Sharon Ricker, CMC/AAE of Scott City, Kansas on their acceptance into the IIMC Academy for Advanced Education.

1998 Conference

As you may know, the 1998 Conference will be in Mobile, Alabama, and we look forward to the gracious hospitality of the South. Mobile, of course, is famous for seafood and Cajun cooking, and has a variety of both land and water activities which promise to be great fun for all. Mobile was chosen by a hot contest. Many worthy cities bid, and we are often asked how a particular city is chosen. Ease of transportation, hotel space, convention space, cost of food and facilities, number of Clerks able to support the commitment, and available dollars. All these points are weighed carefully by the Board. It is important to the health and well being of the organization that the annual conference is well supported by the host city and Clerks. We know you'll love Mobile.

Member Services

One goal of IIMC has been achieved. Desk audits at the Executive Office have been completed. Job descriptions have been written, a Personnel Handbook completed, and work has been

appropriately assigned. Executive Director, John Devine, promises delivery of services will improve! Please let me know if you experience any difficulty with services from IIMC.

Clerks' Duties

IIMC is currently compiling an overview of Clerks' duties. Please send IIMC your local ordinances regarding your duties. The organization is putting together a composite of Clerks' duties and they need your assistance. Dr. Frank Adshead will coordinate this.

Anchorage

The date is nearing! Plans are progressing. The Hilton is the host hotel. The pre- and post-cruises promise to be exciting. They are worth signing up for, since the scenery is like none other. Watch the Digest for further information.

International 2000

The Board unanimously voted to begin

a marketing strategy called "International 2000". What is it? The goal is to hold the IIMC Annual Conference in Europe in the year 2000. Sound impossible? There's no such word! We have representatives looking into economical airfare. Right now, they are finding it cheaper to go from America to Europe than it is to go from New York to LA! Anyway, look for more to come. We'll give you ideas regarding how to market this to your municipalities. Also, we are interested in your input. So, let's hear your ideas on how to make this a reality.

Other

President Norma is bringing the IIMC Executive Committee to Chicago February 26-28. The Illinois Clerks will host them for a couple of days. If you have significant old pictures and memorabilia, the 50th Anniversary Committee is gathering such things. See the Digest for details.

Please keep in mind, we are here for you (309) 672-8565.

88TH ANNUAL CONFERENCE OF THE GOVERNMENT FINANCE OFFICERS ASSOCIATION JUNE 5-8, 1994

"EXPLORING THE BOUNDARIES OF GOVERNMENT FINANCE"

The 88th Annual Conference of the Government Finance Officers Association, "Exploring the Boundaries of Government Finance," is scheduled for June 5-8, 1994, at the Minneapolis Convention Center, Minneapolis, Minnesota.

The conference provides an excellent opportunity for state and local government finance professionals to learn of the latest financial management strategies and techniques. More than 55 concurrent sessions and roundtable discussions will be presented. All sessions will offer practical, hands-on information.

The exhibit hall features more than 100 firms offering financial products and services to state and local governments. Conference attendees can meet with representatives of the

leading public accounting firms, credit rating agencies, bond insurers, computer vendors, and investment advisors.

Registration fee discounts are available to members and nonmembers. Take advantage of the early discount registration fees and mail or fax registration form to GFOA no later than January 28, 1994. Call or write GFOA for further information, telephone 312-977-9700, fax 312-977-4806.

In addition, three preconference seminars will be offered on Saturday, June 4, 1994, at the Hyatt Regency Minneapolis: Empowering Your Organization, Navigating Risk Financing Options, and Meaningful Performance Benchmarks and Measures.

**MINUTES
CITY CLERKS AND MUNICIPAL FINANCE OFFICERS ASSOCIATION
REGULAR MEETING
OCTOBER 5, 1993
OVERLAND PARK, KANSAS**

The regular meeting of the CCMFOA was called to order by President Verna Ferguson. Officers present were Howard Pevehouse, Vice President; Sandra Howell, Secretary; and Debbie Durler, Treasurer.

MINUTES APPROVED

Leroy Stewart made the motion to approve the minutes of March 10, 1993, and Sue Martel seconded. The motion carried unanimously.

TREASURER'S REPORT

Mary Sue Fry made the motion to approve the treasurers report and Mary Reed seconded. The motion carried unanimously.

KMIN PRESENTATION

Harry Herington, League Attorney made a presentation of Kansas Municipal Information Network (KMIN). Anyone with questions may contact the League for more information.

CLERK/FINANCE OFFICER OF THE YEAR AWARD

Paula Holle presented the Mildred Vance City Clerk/Finance Officer of the year recognition to Connie Schmidt, City Clerk of Merriam.

BILL GOERING RESOLUTION OF SUPPORT

Howard Pevehouse made the motion and Debbie Durler seconded that Bill Goering represent Region VII in the IIMC organization. The motion carried unanimously. A resolution of support will be needed.

COMMITTEE REPORTS:

NOMINATING COMMITTEE

Mary Reed announced that the following nominations would be voted on at the March, 1994 meeting:

President	Howard Pevehouse, Olathe
Vice President	Sandy Howell, Lenexa
Secretary	Debbie Durler, Great Bend
Treasurer	Paula Holle, Marysville
Board of Directors	Leann Hughes, Oakly Gus Collins, Eldorado

If others are ever interested in serving, they are encouraged to submit their name and credentials to the Nominating Committee.

PROGRAM/PLANNING COMMITTEE:

The 1994-1996 Wichita State University contract was reviewed with increase in fees as follows:

Conference	\$110.00 to \$120.00
Certification	\$240.00 to \$325.00
AAE	\$ 90.00 to \$120.00

The spring conference will be March 9-11,1994 including a Friday morning mini-conference open to other attendees such as elected officials and other city officers. Suggested topics for the 3-day conference include state sales tax, unfunded mandates, internal controls, personnel issues, career development topics, and KPERS revisions.

Dates for the Certification Institute and Advanced Academy are November 7 thru 11, 1994 for year 1 and 3, November 14 thru 18 for year 2, and November 17 thru 18 for the Academy.

IIMC COMMITTEE/EDUCATION:

There are 208 Kansas members of which 105 are CMC's (Certified Municipal Clerks) and represents the highest national percent of CMCs to membership.

REGIONAL MEETINGS:

Vickie Gillette will take over for Stacey Johnston.

There are 14 regions in Kansas. The new coordinator of the southeast region is Rachael Mueller.

MANUAL & BY-LAWS:

Howard Pevehouse emphasized the Board of Directors is the Governing Body of this organization. He reviewed the IIMC by-laws and constitution and his suggestions for changes are based on IIMC. Significant issues would still be discussed by the full membership. Tom Roberts remarked that while he was in agreement with recognizing the function of the Board of Directors he felt that we should delay voting on this issue until the March meeting and he so moved. His motion was seconded by Mary Reed, and unanimously approved. A summary of the proposed changes is attached and made a part of these minutes.

LEGISLATIVE COMMITTEE:

Tom Roberts reported that KPERS is trying to initiate a healthcare benefit for retirees between the ages of 55 and 65. He encouraged all members to support his bill.

Also, he feels we should continue to oppose any unfunded mandates.

NEWSLETTER AND PUBLICITY:

Connie reported she will start publishing minutes and treasurers reports in Wings.

MEMBERSHIP:

Don Drennan reported that of the 627 cities in Kansas, 332 are members of CCMFOA.

HOSPITALITY:

Sue Martell solicited help!

MENTORING COMMITTEE:

Cindy Bernbeck solicited help in learning who are new clerks. A packet has been prepared for new clerks.

Jim Kaup, an attorney with Gilmore & Bell, has offered to do a workshop on bond counsel at a CCMFOA school or League meeting. Anyone interested should contact an association officer or Lynne Schall.

Debbie Durler reported 11 applications were received for seholarships with 10 approved based on first come, first served basis. All members are encouraged to continue to apply for next year.

Don Hamilton reported that within the next 6 months he will be retiring with 20 years of service.

Meeting adjourned at 10:35 a.m.


Sandra Howell, Secretary

CERTIFICATION INSTITUTE.... ANOTHER PERSPECTIVE

By: Gary Mangus, Assistant to City Manager, Winfield

For several years, while attending the annual League Meetings, I had found myself wondering "what's the deal with the Clerks?" Before, during and after sessions, small groups and passing individuals could be found laughing and hugging, seemingly happy just to see one another. Often I questioned my associates of this re-occurring phenomena. Their standard reply, "Oh...they're Clerks, they're REAL special."

I now have a better understanding of the bond the City Clerks have with one another. This past November I was fortunate to be a graduate member of the 1993 Kansas Municipal Clerks Institute, co-sponsored by CCMFO and WSU. As an outsider, a non "Clerk", I am envious of the personal and business relationships your organization has been able to develop through the Institute.

My introduction to the Institute began when I assumed my current position, Assistant to City Manager. Prior to 1991, Material Procurement and Warehousing were my areas of responsibility. My understanding of City Hall, staff and the activities and duties of the Clerk were marginal at best. Our City Clerk, Don Drennan, ICMC, felt that the Institute's course material could provide me with a base of understanding for municipal government and help to flatten the near vertical learning curve that I was encountering in my new position.

While the Institute has been developed to respond to the

professional development needs to Kansas municipal clerks, I especially recommend attendance by other staff members. The theoretical and practical guidance provided by Institute classes in the areas of public administration, social and interpersonal concerns and special topics can prove to be mutually beneficial. A staff that better understands the "hows and whys" of decisions and practices could relieve some of the fire-fighting that occur in our daily business. Meet the challenge at the point of contact, not after it has been through a couple other staff members and has become a raging inferno at your office door!

The greatest asset of the Institute, however, is the network that is developed through meeting the WSU staff, topic presenters and the other class members during the three weeks of classes. Clerks and staff from all over Kansas, from the one-person office to our largest metros, have the opportunity to share their experiences and knowledge. There is a tremendous wealth of information available from your peers and the relationships developed through the Institute make it that much easier to access.

Needless to say, my experience of the past two years at the Institute have been invaluable. The program developers from your organization and WSU are to be commended. And yes, CLERKS ARE SPECIAL!

KANSAS LEAGUE OF MUNICIPALITIES RECOGNIZES YEARS OF SERVICE

25 YEARS OF SERVICE

Sandy Howell, City Clerk/Finance Director
City of Lenexa

10 YEARS OF SERVICE

Rod Franz, City Clerk
Arkansas City

Laurie Neeman, City Clerk
Hiawatha

Alice Riley, City Clerk
Auburn

Betty Blackford, Deputy City Clerk
Leavenworth

Betty Martine, Deputy City Clerk
BelAire

Patricia Brooner, City Clerk
Sedgwick

Johnita Nystrom, City Clerk
Coldwater

Donna Albert, City Clerk/Administrator
Towanda

Adam Collins, City Clerk
El Dorado

Jan Blake, Deputy City Clerk
Wellington

IIMC CERTIFICATION INSTITUTE

Sitting on floor (L to R): Carrie Sloan, Cindy McRae, Judy Mertes; Sitting in chairs: (L-R) Iris Walker, Pam Miller, Scott Bird, Diane Stecklein, Carolyn Heasty; Standing behind chairs, Row 3 (L to R): Mary Mogle, Norma Leabo, Mary Patrick, Gonza Randle, Cindy Lanning, Mary Antholz, Karen Wilkerson, Nancy Royer, Nicki Vanosdall, Cindy Estes; Standing, Row 4 (L to R) Carole Coker, Christine Weber, Neva Magrath, Pauline Rodgers



YEAR 1 - NOVEMBER 1-5, 1993



YEAR 2 - NOVEMBER 8-12, 1993

Sitting on floor: Tracy Howell; Sitting in chairs, Row 1 (L to R): Jan Blake, Linda Martell, Nicki Vanosdall, Carrie Sloan, Carolyn Heasty; Standing against chairs, Row 2 (L to R): Marty Ware, Karen Smith, Mary Mogle, Doris Wing, Ruth Kendall, Ramona Beard, Pam Jackson, Marsha Haxton, Linda Jones, Vicki Hesser, Loretta Hundley; Standing, Row 3 (L to R): Karen Logan, Linda Dinkel, Marsha Florentin, Martha Nemeth, Karen Bailey, Deanna Forsythe, Gina Underwood, Kay Howell

NOVEMBER 1994 INSTITUTE AND ACADEMY

The 1994 Kansas/IIMC Municipal Clerks Certification Institute and the 1994 Kansas/IIMC Municipal Clerks Advanced Academy will take place at the Wichita East Hotel, 549 South Rock Road, Wichita, Kansas. Tuition for the institute is \$325 per person, tuition for the academy is \$147 per person. The schedule dates are:

Year 1 and Year 3	—	October 31, 1994, through November 4, 1994
Year 2	—	November 7-11, 1994
Advanced Academy	—	November 10-11, 1994

The CCMFOA Program/Education Committee preferred to schedule the events during the second and third weeks of November rather than the first and second weeks. Unfortunately, the Wichita East Hotel has a client who regularly uses the hotel during the later part of the third week of November. In short, the hotel can arrange space for us on every day except the two days we wanted to schedule the Advanced Academy.

GFOA'S ADVANCED GOVERNMENT FINANCE INSTITUTE JULY 17 THROUGH 22, 1994

WASHINGTON, D.C.—The Government Finance Officer Association's Advanced Government Finance Institute will once again take place on the campus of the University of Wisconsin—Madison, July 17th through 22nd, 1994. The week-long program, designed for senior-level finance officials and other policy makers in public finance, features seminars conducted by professors, government officials, and private-sector consultants. The program will focus on:

- the emerging economic, demographic, fiscal, and technological environments in which state and local governments must operate during the coming years;
- the compelling national policy issues, such as urban policy and health care, that will strongly impact state and local government plans and financial operations;
- state-of-the-art thinking in capital financing, budgeting, and accounting; and
- management styles, communication with the public, and leadership strategies.

The Advanced Government Finance Institute can be the source of 28 to 30 CPE credits for those who attend.

In the stimulating academic environment, the Institute provides a forum where senior-level state/provincial and local government finance officials can explore with faculty members and colleagues the longer-term forces that will shape their future and the destiny of their jurisdictions. Participants are immersed in an intensive series of lectures, seminars, and small-group exercises.

Faculty for the Institute are drawn from the School of Business and other departments of the University of Wisconsin, other universities, state and local governments, and the private sector.

One of the greatest assets of the Institute is the diversity of its participants. The 1993 Institute had 49 participants from 22 states, the District of Columbia, Ontario, and British Columbia. Two-thirds of the participants served in the upper echelons of local government finance—chief financial officer, treasurer/comptroller, budget director, or chief accountant/auditor. More than half of the participants came from city governments, while more than 40 percent worked with counties, special districts, or authorities.

The location of the Institute program—in the heart of the University of Wisconsin—Madison campus—has been enthusiastically acclaimed by attendees. Students are housed in the lakeside Wisconsin Center Guest House, and classroom work will take place in nearby university facilities. All are within walking distance of the university's recreational facilities and the capitol square and the shops, cafes, and bookstores of State Street.

The fee of \$1,250 covers tuition, housing, and meals in Institute facilities, as well as sponsored activities, from the afternoon of Sunday, July 17th through noon on Friday, July 22nd. Admission to the Advanced Government Finance Institute is by application. To sustain the concentrated, interactive nature of the program, participation is limited to 50 attendees. Selection of participants is made on the basis of their experience in government, position held, and order of application. Preference will be given to applicants who currently hold government positions.

Applications for enrollment, which must be submitted by June 20, will be available in early February from GFOA's Washington office; contact Barbara Weiss or Nancy Gleason at GFOA, 1750 K Street, NW, Suite 650, Washington, DC 20006 (telephone: 202/429-2750; fax: 202/429-2755).

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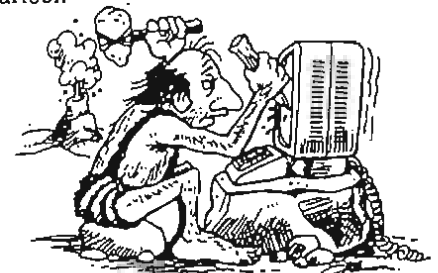
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Cartoon



The City Clerk will correct the Minutes to reflect the proper changes

GFOA 1994 TRAINING CALENDAR

JANUARY - San Diego, California

- 24 Public Manager's Guide to Governmental Accounting
- 24 Revenue Analysis and Forecasting
- 24-26 Mun-Ease
- 25 Effective Budget Presentation
- 25-27 Advanced Governmental Accounting

FEBRUARY/MARCH - Fort Lauderdale, Florida

- 28 Financial Reporting and the GFOA Certificate of Achievement
- 28-Mar 1 Capital Budgeting and Financing
- 28-Mar 1 Internal Auditing for Governments
- Mar 1-3 CAFR on MICRO
- Mar 2-4 Advanced Governmental Accounting

MARCH - Salt Lake City, Utah

- 14 Effective Budget Presentation
- 14 Financial Reporting and the GFOA Certificate of Achievement
- 14 Fixed Asset Accounting and Reporting
- 15 Understanding and Calculating Arbitrage Rebate
- 15-17 Intermediate Governmental Accounting

APRIL - New York, New York

- 11 Public Manager's Guide to Governmental Accounting
- 11-12 Planning and Sale of Municipal Bonds
- 11-13 Mun-Ease
- 12-14 Advanced Governmental Accounting

MAY - San Francisco, California

- 16 Effective Budget Presentation
- 16-17 Investing Public Funds
- 16-18 Advanced Financial Reporting for Governments
- 18-19 Public Cash Management
- 18-20 Advanced Governmental Accounting

JUNE - Minneapolis, Minnesota

- 4 Empowering Your Organization
- 4 Navigating Risk Financing Options
- 4 Meaningful Performance Benchmark and Measurements
- 5-8 GFOA 88th Annual Conference

JULY

- 11 1994 GAAFR Workshop-Seattle, Wa
- 13 1994 GAAFR Workshop-Sacramento, CA.
- 15 1994 GAAFR Workshop-Los Angeles, CA
- 17-22 The Advanced Government Finance Institute - Madison Wisconsin
- 25 1994 GAAFR Workshop-Baltimore, MA
- 29 1994 GAAFR Workshop-Chicago, IL

AUGUST - Chicago, Illinois

- 8 Fixed Asset Accounting and Reporting
- 8 Revenue Analysis and Forecasting
- 9 Effective Budget Presentation
- 9-11 Intermediate Governmental Accounting

SEPTEMBER - Atlanta, Georgia

- 26-28 Advanced Financial Reporting
- 26-27 Investing Public Funds
- 27 Understanding and Calculating Arbitrage Rebate
- 28-29 Public Cash Management
- 28-30 Intermediate Governmental Accounting

OCTOBER - Phoenix, Arizona

- 24-25 Internal Auditing for Governments
- 24-25 Planning and Sale of Municipal Bonds
- 24-25 Public Employee Retirement Administration
- 26-28 Advanced Governmental Accounting

NOVEMBER

- 7 Annual GAAP Update-Orlando, FL
- 10 Annual GAAP Update-Chicago, IL
- 14 Annual GAAP Update-Portland OR
- 16 Annual GAAP Update-San Francisco, CA
- 18 Annual GAAP Update-Los Angeles, CA

DECEMBER -Charleston, South Carolina

- 5 Effective Budget Presentation
- 5 Financial Reporting and the GFOA Certificate of Achievement
- 5 Public Manager's Guide to Governmental Accounting
- 6-7 Capital Budgeting and Financing
- 6-8 Advanced Governmental Accounting
- 6-8 CAFR on MICRO
- 7-9 Mun-Ease



NFMA AWARD OF RECOGNITION
PROGRAM CONTINUES TO GATHER
STEAM

*By Robert W. Doty, President
American Government Financial Services Company
Roseville, CA*

The National Federation of Municipal Analysts initiated its Award of Recognition Program in 1992 to grant formal public recognition to those state and local government securities issuers who are cooperative in making continuing disclosure to the bond market. Two hundred issuers have received Awards, although the Program is barely 1-1/2 years old. The Program has now been recommended to issuers by Jeffrey Esser, Executive Director of the Government Finance Officers Association.

There are good reasons for both issuers and investors to support the Award Program. The Award Program can help issuers in the pricing of their securities on original issuance. A recent NFMA survey showed that two-thirds of the responding institutional investors always or frequently reject bonds of or require additional yield from noncooperative issuers.

Without continuing disclosure,

investors cannot track the performance of their investments. For institutional investors who have fiduciary responsibilities to their own investors (such as mutual funds, insurance companies and banks), an absence of continuing disclosure creates substantial problems in portfolio management. Moreover, without continuing disclosure, investors seeking to buy bonds in the trading market are unable to learn pertinent information bearing on the credit quality of the bonds. This contributes to illiquidity and pricing discounts on bonds in the secondary market.

Because of these serious deficiencies, both Congress, and the Securities and Exchange Commission are examining means by which continuing disclosure requirements may be imposed in the market under the federal securities laws. NFMA and GFOA, however, favor voluntary solutions. The Award of Recognition Program is one such significant effort. Time may be

running out, but we believe that this voluntary Program can prevail if there is widespread issuer cooperation.

The Award Program is very simple—an issuer need only to commit to prove audits and other pertinent information to requesting parties, a national repository and rating agencies rating the securities. Most state and local governments already do this, so the Program really gives them the public recognition they already deserve. There is no charge for participation or for sending documents to a repository. Experience shows that the actual number of documents is really quite small, and availability through a repository can reduce that number even further.

Those interested in the Program should contact Deborah A. Doty, NFMA Award Program Administrator, 2500 Marconi Avenue, Suite 202, Sacramento, CA 95821 (Telephone: (916) 974-7910; fax (916) 482-3291.

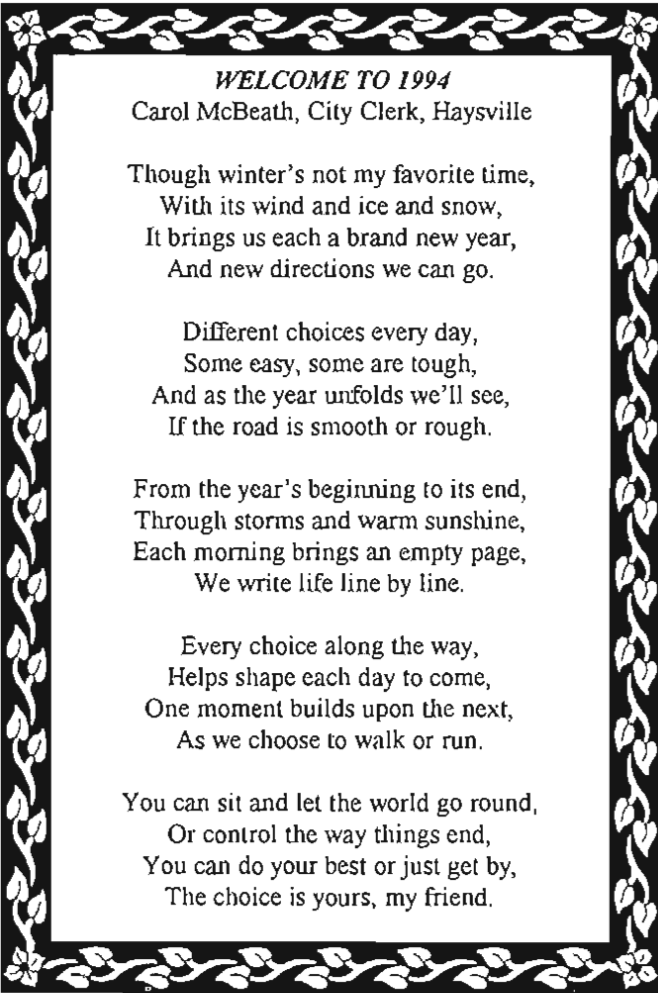


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**LUCK—AND THE CITY CLERK—SAVE HISTORIC
STRONG CITY HALL
“Chase County News-Leader”**

Strong City Hall city clerk Donna Rettinger normally is in church most Sunday mornings.

But last Sunday morning she stopped by the city hall to catch up on some work and then decided to stay.

It was a decision city officials are more than grateful for.

Only minutes after the normal 11 a.m. worship service would have begun, Rettiger thought she smelled smoke coming from somewhere in the rambling old city building—former Strong City High. Her search finally discovered the source—a burning city pick-up truck in the old gym area of the building.

She called firemen who quickly put out the flames.

Heat, water and smoke damage to the building—parts of which were recently renoled by the city for its offices—were far more severe than what the fire actually burned.

Strong City Mayor Doug Jackson said tentative estimates from a commercial clean-up firm to get the building ready for repainting inside again and all the soot and smoke damage cleared was \$20-25,000. The city's insurance policy will likely cover 90% of the repair costs.

The exact cause for the origin of the fire still hasn't been determined but city officials clearly were grateful for Rettiger's dedication to her job.

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:

Nancy C. Hodges, Shawnee City Clerk/Human Resources Director

Mary Jo Walz, Ellis City Clerk

Darla R. Ellis, Norton City Clerk

They join 103 other Kansas Municipal Clerks who presently hold the designation of Certified Municipal Clerk.

Congratulations to the following who have been accepted into the Academy for Advanced Education of IIMC:

Sue S. Grosdidier, Mission City Clerk

Sharon R. Ricker, Scott City Deputy City Clerk

Jacqueline Shiever, Salina City Clerk

and to **Norma L. Moffett**, Overland Park City Clerk, who was accepted into the first sustaining membership of the IIMC Academy for Advanced Education.

UPCOMING EVENTS AND DEADLINES

Mark Your Calendars Now!

- | | |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------|
| February 1, 1994 | Deadline for submitting Kansas CCMFO Committee applications |
| February 1, 1994 | Deadling for application - Technology Award of Excellence - IIMC Headquarters |
| February 15, 1994 | Deadline for application - Institute Director Award of Excellence-IIMC Headquarters |
| February 25, 1994 | Deadline for submitting IIMC Committee application form |
| February 25, 1994 | Deadline for application - Fifth Annual Records Management Award for Exceptional Municipal Programs - IIMC Headquarters |
| March 4, 1994 | Deadline for Application - 8th Annual IIMC Quill Award |
| March 9-11, 1994 | Annual CCMFO of Kansas Conference, Wichita East Hotel |
| May 22-26, 1994 | IIMC 48th Annual Conference, Anchorage, Alaska |
| June 5-8, 1994 | GFOA 88th Annual Conference, Minneapolis, Minnesota |
| July 17-22, 1994 | GFOA Advanced Government Finance Institute, University of Wisconsin |

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