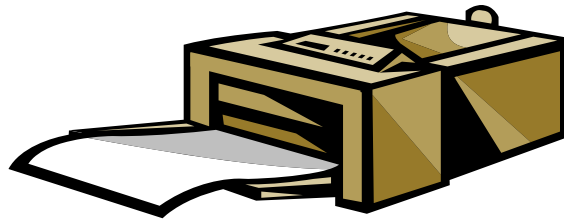


# Kansas CCMFOA 'Wings' Newsletter

## President's Message

Hello everyone! I can't believe that just a couple of short weeks ago I was sworn in as CCMFOA President. I enjoyed seeing everyone at Spring Conference and I hope everyone came away with a bit more knowledge of how to run their offices more efficiently. Special thanks to Debbie Price for her leadership as President. Debbie is truly dedicated to CCMFOA and I was honored to serve alongside her. With April here, now we have to get back to reality of gearing up for audit, budget, and summer projects!

Even though attendance was slightly down, we feel the 68<sup>th</sup> Annual Spring Conference was a great success! Many of you may remember that the hotel bumped us a week to accommodate the NCAA men's basketball tournament hosted in Wichita. That scheduled us right on top of many cities' spring breaks which could be some of the reason for our reduced attendance. Stephen Powell put together a fantastic vendor fair with over 40 vendors for Clerk's to visit with and learn more about. We had several new vendors offering information to our Clerks. Thank you Clerk's for making our vendor's feel welcome! On the education



A message from your CCMFOA President.....

side, Clerk's heard the following General Sessions: Where Are You, Boston? - an inspiring message about achieving your goals; Memory Power; Dealing with Newly Elected Officials; Legislative Update; Weathering Storms in the Workplace; and Letting Go of Perfect. There were also numerous break-out Solution Tracks to choose from. On Friday morning, Clerk's enjoyed an off-site tour of the Innovation Campus at Wichita State University.

IIMC Vice-President Lana McPherson, City of De Soto, had the honor of swearing in the new Board and Executive Board Members at Thursday's Business Meeting. We welcome Karen Sublett, City of Wichita, as Treasurer and Erin Tilton, City of Chapman, and Elizabeth Kelley, City of Overland Park,

as new Board members. One of my favorite parts of the Business Meeting is the anticipation of finding out which amazing Clerk will receive the Mildred Vance City Clerk and Municipal Finance Officer of the Year Award.

Congratulations to my dear friend Stephen Powell, City of Shawnee, as this year's recipient. He certainly deserves this award and I am so happy for him!

Also during the Business Meeting, President Debbie Price announced several changes that Clerk's need to be aware of. First off, we are excited to announce that our 2019 Spring Conference will be at the Hilton Garden Inn in MANHATTAN!

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### Special points of interest:

- 2019 Spring Conference will be in Manhattan, Kansas!
- IIMC Conference Dates May 20-23, 2018.
- New CMCs Announced: Amy Finch, Keri Riener, Paula Babb. (Page 8).

### INSIDE THIS ISSUE:

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## President's Message - Continued

The conference will be March 13-15, 2019. We think the vendors will love the new location, as well as the Clerk's. We hope to see you all there! Also, after reviewing the Association's 10-year financial forecast, the Board unanimously approved raising the annual dues for CCMFOA membership, effective with the 2020 dues. Dues have not been increased for upwards to 20 years. Another exciting announcement was the Board approved up to \$15,000 for Lana McPherson's Presidential Reception in Birmingham, AL! Let's try to get as many clerks as possible to Alabama and introduce them to our awesome KANSAS clerks who love and support our Clerk Mom and her IIMC Presidency!

Special thanks to our CCMFOA Education/Program Planning Committee, Education Director Morgan Barnes and the Wichita State University staff, participants, presenters, conveners, our sponsors, and vendors for all the work they do for our conference each year. The Clerk's I talked to all had a great time!

I am super excited to be heading to Norfolk, Virginia, in May for the 72<sup>nd</sup> Annual IIMC National Conference. It will be an honor to carry the Kansas flag in the opening ceremony and represent Kansas! It's not too late to make plans to attend – right now there are approximately 15 clerks from Kansas planning to go and we'd love to have you join us!



I do want to thank all of you who have served on the Board or one of our many committees. I know it is sometimes hard to fit "one more thing" into our busy schedules, but I can tell you from my experience that serving our wonderful Association has been one of the most rewarding opportunities I have ever had. I have had the pleasure of meeting many amazing Clerk's that I might not have known otherwise.

Please consider getting involved in serving CCMFOA on the Board or a Committee. This is OUR organization and we rely on volunteers to keep the wheels turning! I took a huge step out of my comfort zone when I agreed to serve on the Executive Board, and I am so thankful I found the courage to say YES! This has been such a rewarding experience and I have learned so much about our organization. I truly look

forward to serving as your President for the next 12 months. If you are interested in serving or have any suggestions for conference topics or speakers, please contact either myself or another Board member. We would love to hear your ideas and welcome feedback! Happy Spring everyone!

Amy Burton, CPA, CMC  
City of Ellis  
815 Jefferson St.  
Ellis, KS 67637  
ellisclerk@eaglecom.net



## Region VII Director's Report

Believe it or not it has been almost a year since the last IIMC International Conference in Montreal. In just a couple of months we'll be ready for the 2018 IIMC Conference being held in Norfolk. If you still haven't decided whether to go or not, give it some real consideration. It's an

experience you will never forget. On February 16<sup>th</sup> the IIMC Board met via teleconference to discuss some proposed changes to the Constitution. This topic lasted for the greater part of a day back in November when we met in California. This meeting was not an

exception either. The Diversity and Inclusivity Committee had proposed adding a new section on Core Values to the Constitution. The Board came up with some excellent values and definitions. That was the easy part. The issue turned into what order should these values be listed.

They are: Integrity, Diversity and Inclusivity, Professionalism, Communication, and Innovation. Some of the Board felt very strongly which trait should be first and others felt they were all important so the only way to list them fairly would be alphabetically.  
Cont'd Page No. 3

## Report from the Institute Director - Morgan Barnes

CCMFOA's 2018 Spring Conference attracted 130 municipal clerks, deputy clerks and municipal finance officers to the DoubleTree by Hilton Hotel Wichita Airport in Wichita, March 21 through 23. Twenty-one conference sessions provided 16.5 contact hours of instruction on topics related to memory power, communication, finance, human resources and public-private partnerships. The conference keynote speaker was Paul Mellor, a Memory Master whose specialty is memory power and valuing the people in our lives.

For the general sessions, we danced in the rain of difficulty in the workplace, dealt with the newly elected and cultivated some self-compassion, with sessions from Dr. Marche Fleming-Randle, WSU, Tim Johnson, City of Goddard, and Dr. Audrey Hane, Newman University. Erik Sartorius, Executive Director for the League of Kansas Municipalities provided a legislative update. This year, CCMFOA secured a sponsor to take buses offsite for an innovation experience, where participants learned about innovative ways to do business, with special consideration of public-private partnerships.

A big thank-you goes to the Kansas clerks who taught sessions: Lana McPherson, Tabitha Sharp, Erica Jones, Celyn Hertado and Tammy Seely.

A record number of vendors and sponsors participated in the March 21 vendor fair, which supports the conference and its activities. For those who were able to make it to this year's conference, I hope you enjoyed the sessions and activities, and for those who could not attend, please know that you were missed.

Please don't forget to mark your calendars for November Institute/Academy.

### KS/IIMC Municipal Clerks Certification Institute

Years 1-3, November 12-16, 2018

Year 4, November 14-16, 2018

### KS/IIMC Master Municipal Clerk Academy

November 15-16, 2018



Save the Date!  
2018 CCMFOA Institute  
and Academy.

Final thanks to immediate past president Debbie Price and rest of the CCMFOA board. Your support and assistance are appreciated.

## Region VII Director's Report - Continued

Keep your eyes open for an e-Briefing that will be asking you to vote on this amendment and a couple of other ones. It is very important that you exercise your right to vote for the organization you belong to. If you don't belong to IIMC, please contact either Lana or myself and we will get you headed down the right path.

Region VII will be holding a Region meeting in July. An Education session will be Friday, July 20 with an optional Athenian Dialogue on Saturday, July 21. We should be seeing a registration form by mid April. The meeting will be in Collinsville, Illinois, just off I55, 15 miles from downtown St. Louis.

This is a great way to get extra points for your CMC or MMC as well as meet other clerks from our region. Region VII is comprised of the states of Kansas, Illinois and Missouri. Each year the Region meeting is rotated to be hosted by one of the states.

As we continue through the year, if there is anything I can answer for you regarding Region VII or IIMC, please don't hesitate to get in touch with me. I'm very pleased to have this opportunity to represent Kansas, Illinois and Missouri.

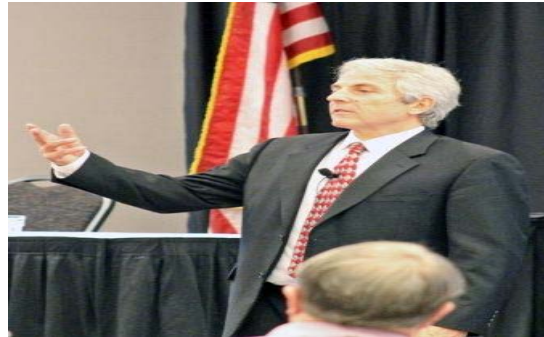
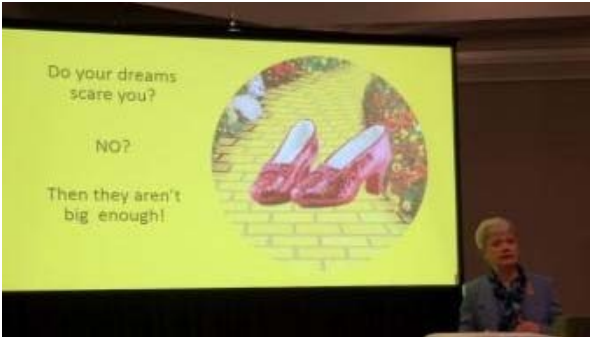
God bless!

Bobby Busch, MMC  
Region VII Director



## 2018 Spring Conference Highlights: Conference Classes and Association Meetings

### It's Not Where You Go, It's Who You Meet Along the Way!



## Vendor Fair and Vendor Fair Reception





## 2018-2019 CCMFOA Executive Committee and Board of Directors Oath of Office



Above: Amy Burton, President; Below: Christy Pyatt, Secretary



Top: Stephen Powell, Vice President; Bottom: Karen Sublett, Treasurer



Below: Debbie Price, Past President.



Board Members Lft. To Rt.: Erin Tilton, Celyn Hurtado, Keri Reiner, Amy Zortz, Elizabeth Kelley, Tammy Seely.



To view more conference photos go to:

<https://spark.adobe.com/page/IGyAcAmQV08V4/>

## MILDRED VANCE CITY CLERK/MUNICIPAL FINANCE OFFICER OF THE YEAR AWARD

Stephen Powell, MMC, City Clerk, Shawnee, Kansas, has been selected as the recipient of the 2018 Mildred Vance City Clerk/Finance Officer of the Year award for the State of Kansas. The award was announced at the 68<sup>th</sup> annual Kansas City Clerks and Municipal Finance Officers Association (CCMFOA) Conference in Wichita, Kansas on Thursday, March 22<sup>nd</sup>.

Stephen began his career in municipal government in the Shawnee Public Works Department in 2002. He was promoted to Deputy City Clerk in 2006 and then as City Clerk on February 9, 2009. In 2010 Stephen served as Clerk of the Board/Chief of Staff for the Board of County Commissioners in Johnson County, Kansas. He served in this capacity until November 2012 when he returned to the City of Shawnee as Court Administrator. He was reappointed as City Clerk in February 2014.

Not only does Stephen serve as City Clerk, but he still manages the Municipal Court as well. In addition, he is also responsible for the Senior Transportation Program.

Vicki Charlesworth, Interim City Manager for Shawnee, states "Through Stephen's position of City Clerk, his outstanding leadership, innovation, commitment to public engagement and improving people's quality of life has made the Shawnee community a better place."

Stephen has made the following contributions to his profession:

CCMFOA Legislative Committee: 2006 – 2016  
(Chair 2010-2011, 2014-2016)  
CCMFOA Education and Planning Committee: 2010  
CCMFOA Membership/Mentoring/Regional Committee  
(Chair): 2016 – current  
CCMFOA Executive Board (Treasurer): 2016  
CCMFOA Executive Board (Secretary): 2017  
Presenter CCMFOA 2017 Spring Conference and  
2017 Institute/Academy.

Stephen's professional development includes:

- Obtained CMC in 2009
- Obtained MMC in 2015
- Attended CCMFOA Spring Conferences 2007-2010 and 2014-2017.
- 2015 IIMC Study Abroad Program
- Attended IIMC Academies 2007-2010 and 2014-2017.
- IIMC International Conferences 2012, 2013, 2015 and 2016.

Stephen's honors and achievements include:

- Lion's Club (Treasurer): 2013-current
- Crossroads Community Association, Treasurer: 2010-2016
- Mid-America Regional Council Mobility Advisory Committee: 2015-current

This award is presented each year to a City Clerk or Finance Officer who has made significant contributions to the State association, the profession and their city. The award was named in honor of Mildred Vance, former auditor and City Clerk/ Municipal Finance Officer of Parsons, Kansas, who served her community from 1948 to 1988. Mildred was instrumental in developing and promoting professional education programs for city clerks and finance officers at the state and national levels and was one of the first 100 clerks to receive the Certified Municipal Clerk (CMC) designation in 1972. Mildred was later accepted into the Academy for Advanced Education (AAE) and served as a director of IIMC. She strongly believed that city clerks and finance officers should contribute to their communities and she unselfishly gave of her time and talents in church, community and civic activities.





# CCMFOA Treasurer's Report and Summary



**CCMFOA OF KANSAS**  
**TREASURER'S REPORT**  
 11/01/17 to 2/28/18

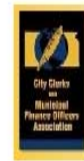
Beginning Balance Checking Account: November 1, 2017 \$ 40,745.90

**Income (Deposits):**

Date	Description	Amount
11/7/17 to 12/27/17	2018 Membership Dues	\$ 1,300.00
11/20/17	Fall Action & Petty Cash Return	\$ 635.00
12/05/17	Spring Premier Sponsor	\$ 2,000.00
1/1/18 to 2/28/17	Membership Dues	\$ 9,835.00
01/16/18	Spring Sponsorships	\$ 9,260.00
01/18/18	Spring Sponsorships	\$ 510.00
01/19/18	Spring Sponsorships	\$ 780.00
01/24/18	Spring Sponsorships	\$ 1,980.00
01/25/18	Spring Sponsorships	\$ 1,130.00
01/29/18	Spring Sponsorships	\$ 440.00
02/02/18	Spring Sponsorships	\$ 2,410.00
02/05/18	Spring Sponsorships	\$ 350.00
02/08/18	Spring Sponsorships	\$ 1,380.00
02/09/18	Spring Sponsorships	\$ 400.00
02/12/18	Spring Sponsorships	\$ 1,230.00
02/14/18	Spring Sponsorships	\$ 380.00
02/23/18	Spring Sponsorships	\$ 1,830.00
02/26/18	Spring Sponsorships	\$ 1,380.00
<b>Total Income</b>		<b>\$ 37,230.00</b>

**Expenses:**

Date	Check No	Payable To	Description	Amount
11/13/17	1897	Melissa Krehbiel	Hospitality prizes/gift cards	\$ 100.00
11/13/17	1898	Christy Pyatt	Fall Auction Petty Cash	\$ 200.00
11/17/17	1899	Kayla Simmons	Hospitality room supplies	\$ 86.37
11/22/17	1900	City of Neodesha	Region VII Director Travel Expenses	\$ 709.60
11/27/17	1901	City of Madison	2017 Institute Scholarship Reimbursement	\$ 393.63
11/27/17	1902	City of Lansing	2017 Institute Scholarship Reimbursement	\$ 393.62
11/27/17	1903	Eric Strimple	2018 IIMC Conference Scholarship	\$ 550.00
11/27/17	1904	City of St. John	2017 Institute Scholarship Reimbursement	\$ 495.84
11/28/17	1905	Amelia Blackwood	2017 Institute Scholarship Reimbursement	\$ 382.56
12/12/17	1906	City of Sylvia	2017 Institute Scholarship Reimbursement	\$ 178.89
	1907	VOID		
12/19/17	1908	Eric Strimple	2018 IIMC Conference Scholarship	\$ 467.96
12/26/17	1909	City of Sylvia	2017 Institute Scholarship Reimbursement	\$ 393.63
01/17/18	1910	City of Pittsburg	Overpayment of 2018 Dues	\$ 85.00
01/25/18	1911	Morgan Barnes	Institute Director 2018 IIMC Airfare	\$ 493.00
01/31/18	1912	City of Mankato	Overpayment of 2018 Dues	\$ 25.00
02/07/18	1913	Stephen Powell	Spring Conference - IIMC Representative gift	\$ 32.31
02/09/18	1914	Hogeye, Inc.	2018 Association Pins	\$ 1,675.00
02/10/18	DC	Paramount Antique Mall	Spring Conference - IIMC Representative gift	\$ 10.15
02/23/18	1915	Overland park Awards	President's Award	\$ 78.37
<b>Total Expenses</b>				<b>\$ 6,750.93</b>
<b>Ending Balance Checking Account: February 28, 2018</b>				<b>\$ 71,224.97</b>
<b>Balance in Checking</b>				<b>\$ 71,224.97</b>
<b>Central National Bank CD @ 1.72% - matures 11/19/19</b>				<b>\$ 41,007.39</b>
<b>Central National Bank CD @ 1.39% - matures 12/30/18</b>				<b>\$ 31,051.26</b>
<b>Total funds as of Feb 28, 2018</b>				<b>\$ 143,283.62</b>



**CCMFOA OF KANSAS**  
**TREASURER'S SUMMARY**  
 11/1/17 to 2/28/18

Summary of Income and Expenses by Category

Beginning Balance Checking Account: March 1, 2017 \$ 40,745.90

Income:	Description	Amount
	Fall Silent Auction & Petty Cash Return	\$ 635.00
	2018 Membership Dues	\$ 11,135.00
	Spring Vendor Booth registrations/Sponsors	\$ 25,460.00
<b>Total Income</b>		<b>\$ 37,230.00</b>

Expenses:	Description	Amount
	Institute/Academy Hospitality Room	\$ 186.37
	Fall Silent Auction Petty Cash	\$ 200.00
	Region VII Director Travel Expenses	\$ 709.60
	2017 Institute Scholarship Reimbursements	\$ 2,238.17
	2018 IIMC Conference Reimbursements	\$ 1,510.96
	2018 Dues Refunds	\$ 110.00
	2018 Pins, plaques, awards, gifts, etc.	\$ 1,795.83
<b>Total Expenses</b>		<b>\$ 6,750.93</b>

Ending Balance Checking Account: February 28, 2018 \$ 71,224.97

<b>Central National Bank CD @ 1.72% - matures 11/19/19</b>	<b>\$ 41,007.39</b>
<b>Central National Bank CD @ 1.39% - matures 12/30/18</b>	<b>\$ 31,051.26</b>
<b>Total funds as of Feb 28, 2018</b>	<b>\$ 143,283.62</b>

**Outstanding Transactions**

Date	Description	Amount
3/1/18 - 3/12/18	2018 Membership Dues	\$3,000.00
03/12/18	Spring Conference Sponsorships	\$860.00
<b>Total Outstanding Deposits</b>		<b>\$3,860.00</b>

Date	No.	To	Description	Amount
03/06/18	1916	Peregrine Corporation	Spring Conference Glasses	\$572.44
03/06/18	1917	David Bryant	Clerk of the Year Award	\$138.87
<b>Total Outstanding Expenses</b>				<b>\$711.31</b>

Outstanding Balance Checking Account: March 12, 2018 \$ 74,373.66

See report at [www.ccmfoa.org](http://www.ccmfoa.org)

## 49th Annual Municipal Clerk's Week

The International Institute of Municipal Clerks, has designated **May 6 through May 12, 2018**, as Municipal Clerks Week.

Municipal Clerk's Week is aimed at increasing the public's awareness of Municipal Clerks and the vital services they provide for the local government and the community.

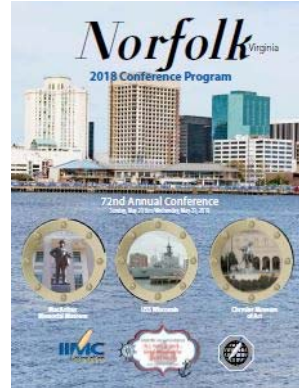


## 72nd Annual IIMC Conference: Norfolk, Virginia

When: May 20—May 23, 2018

Where: Norfolk, Virginia

IIMC's Board of Directors approved a maximum of eight (8) Education points for each Conference Delegate who attends all required Education sessions during the Conference week.



Meet City Clerks from all around the world at the next IIMC Conference.

# City Clerk Achievements

The following individuals have earned the prestigious Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks (IIMC):

- **Amy Finch, CMC - City Clerk - City of Ottawa**
- **Keri Riener, CMC - City Clerk - City of Atwood**
- **Paula Babb, CMC - Deputy City Clerk - City of Andover**

Congratulations to the following clerks for being awarded scholarships to attend Spring Conference:

- **Jamie Getty; City of St. John**
- **Katherine Gann; City of Bronson**
- **Phyllis Gettler; City of Colony**



Stephen Powell was recognized by the City of Shawnee of Monday, March 26, 2018, for being selected as the recipient of the 2018 Mildred Vance City Clerk/Finance Officer of the Year for the State of Kansas. Lana McPherson, IIMC Vice President and City Clerk of De Soto, presented Powell with the award. Also in attendance were, Eric Strimple, Kelley Bohon, Martha Sumrall, Marian Cook, Elizabeth Kelley and David Bryant.

**“Lifelong learning = ongoing, voluntary and self-motivated pursuit of knowledge.”**

**Craig Kemp**



### Hello, my Kansas Clerk Family!

My sincere thanks to each of you for your support and encouragement as I continue on the IIMC Executive Committee. Without you, I would not be in this position and representing Kansas clerks and all of our IIMC clerks. It is truly a dream come true for me and I thoroughly enjoy giving back to our associations. Your hugs and prayers keep me uplifted as I balance work, home, and IIMC duties. Thank you for the lovely brooch and the beautiful book on Madeline Albright's brooches. She always wore a brooch of some significance while she served as the U.S. Secretary of State. I'm sure not at her level, however, my brooches mean much to me as all of them have been gifts from people I cherish. Several of you have given me brooches and I wear each one with pride because I know the love that was given with it. The funds you have set aside for my President's Reception in Birmingham, AL, in May 2019 have taken my breath away. I have no words to express how deeply this has affected me and my family. It is truly 'over the top' as only Kansas clerks know how to respond! You are always over the top in giving to others! Again, thank you and bless you for being the wind beneath my wings as I move forward on the IIMC Executive Committee in serving our fellow clerks.

*Lana*



Start planning now! Lana McPherson, City Clerk, City of De Soto and current IIMC Vice President will take the oath of office as the IIMC President at the 2019 International Institute of Municipal Clerk's Conference in Birmingham, Alabama, in May 2019. Plan to be there to support Lana and wish her congratulations. The IIMC conference will be held May 19-22, 2019. Save the Date!!



Above Left to Right: David Bryant, Bobby Busch, Lana McPherson.

The Association needs your help in filling committee vacancies!

If you are interested in volunteering, please contact:

Amy Burton, City of Ellis at 785.726.4812

or email [ellisclerk@eaglecom.net](mailto:ellisclerk@eaglecom.net).



If you are interested in serving on a Committee — Complete the Application to Serve on Committee Form and return to Amy Burton. Fillable form available online [www.ccmfoa.org](http://www.ccmfoa.org)