



THE MESSENGER

The official newsletter of the **Maryland Municipal Clerks Association**

DECEMBER 2019

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Forest Heights



MMCA QUARTERLY MEETING VENUE

December 12, 2019

see story and meeting details on pages 3-5

Message From Our President

Danielle Mandley, Town of La Plata



Seasons Greetings!
I wish each and every one of you a wonderful holiday season and a happy new year!

The new year is fast approaching, and I must say 2019 has been extremely busy, and very rewarding. One of the many projects in La Plata is a new community center, called the Dorchester Community Center, where I am honored to serve as the Secretary/Treasurer. This community center is intended to serve youth in grades 5th through 9th by offering tutoring, mentoring and many types of enrichment activities. The board consists of individuals and organizations who have come together for a common goal, to help improve the quality of life for our youth and their families.

This new venture, born out of a desire to help, has turned into an educational experience. From writing articles of incorporation to seeking a different type of grant funding, looking for volunteers, to soliciting donations from the community, it has all given me a greater appreciation for the other nonprofits who are so devoted to making a difference for those in need.

Just as the Dorchester Community Center, together as an organization we are stronger. When you think about it, and so many other blessings during this holiday season, this organization is a family that helps us grow and who we can rely on if questions arise. Your support to the MMCA is priceless and I can't thank you enough.

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The Gift of Giving



Don't forget we'll have our **Secret Santa Gift Exchange** at the December meeting.

If you want to join in on the fun, bring a wrapped, unisex gift (valued at \$10–\$15)

Message From Our President

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Are you going to the 2020 Region II conference January 28-30, 2020? How about the 2020 Annual Conference May 17-20, 2020 in St. Louis? I hope to see you there! If you have never been or are on the fence about the benefits of attending a conference, I would encourage you to reconsider. I find so much value in any chance to network with my fellow clerks,

especially the conferences where you have the chance to meet clerks from other states, and around the world and to participate in quality education sessions. If funds are an issue the MMCA and IIMC both have scholarships available.

I wish for all our Clerks, the happiest of holidays! See you in Forest Heights on Thursday, December 12th!

Education Session

December 12, 2019

**MMCA Quarterly Meeting
Town of Forest Heights, MD**

Got a Minute?

Presentation conducted by:
Michael L. Swift PRP, CPP-T
of the ParliGroup

This session has been approved for 0.5 CMC Education point with completed learning assessment. Due to the lack of advanced content, IIMC was unable to approve the training for MMC credit.

Please email Pamela Peters at: ppeters@oceancitymd.gov if you should have:

- * **Specific questions for Mr. Swift;**
- * **Particular material wanted in the presentation;**
- * **Any Parliamentary questions in general.**

Thank you, and we look forward to seeing you on the 12th.

Happy Holidays!
from the Maryland
Municipal Clerks Association

MMCA OFFICERS • JUNE 2019 - 2021

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The Messenger is a quarterly newsletter and the official record of the Maryland Municipal Clerks Association. Please direct any comments or suggestions to the Editor, M. David Williams at: clerk@uppermarlboromd.gov

MMCA Quarterly Meeting, December 12, 2019

Forest Heights

70 YEARS OF REMEMBRANCE

Sherletta Hawkins, Town of Forest Heights

OUR town has an interesting and varied background. Forest Heights, Maryland was originally a part of a 6,478-acre plantation, established in 1687 by Col. John Addison, and was called St. Elizabeth. In 1767 it was renamed Oxon Hill Manor. That land is now Forest Heights, Oxon Hill Farm and Oxon Hill, and is located just off the Capital Beltway (I-95), exit 3.

The first residents of Forest Heights were truly pioneering. From Washington, D.C. you reached Forest Heights by way of Old Livingston Road. The nearest bus stop was at the little S.G.S. Store near the District line. Everywhere there were woods and wide-open spaces. The road wound around a little dirt entrance to Forest Heights. A little wooden bridge covered the little stream, the course of which was changed when some twenty feet was filled in to put in Indianhead Highway. Along the dirt road that branched off Oxon Hill Road there was a group of twelve mailboxes where we picked up our mail. There was a sign at the entrance that announced a "Bumpy Road." If you got in a rut and walked without trying to change to another rut you were safe. It was quite some years before the roads were paved.

The first building of homes began in late 1941, by Southern Maryland Homes, Inc. Construction was slow because of shortages in materials, due to the war. The West Side of town was built first. There were seven streets, each one a block long. The homes had a coal furnace and a bucket was used for heating water (this was an adventure). It would hold about a quart of pea cold water --

cars had to go on one side or the other to get up or down the street. Homes sold for \$6,000 or under. Interest was probably 3 to 3 1/2%. Everyone helped their neighbor. Many of the families were young with small children. There were no clothes dryers, and, in the winter, you had to hang diapers on a clothesline. They froze immediately. . . as well as your fingers.

In 1945 houses were started on Rolph Drive. The Citizens Association was organized. Dues were \$1.00 and two could vote. This organization worked to make many improvements. Forest Heights Homemakers was organized. This was a group of young mothers who needed help from the Extension Services, under guidance of the U. S. Department of Agriculture and the University of Maryland. The county sent out a Home Demonstration Agent once a month.

In January 1946, a newspaper was started and there was a contest to choose a name for the newspaper. By March the name, "The Spokesman" was chosen. The paper was \$1.00 per year, and it was delivered once a month. Its motto was, "Everyone a Neighbor." The Boy Scouts were organized, and meetings were held at Oxon Hill Baptist Church. Girl Scouts and Campfire Girls were



it was hard to keep the furnaces burning. Electricity or bottled gas was used for cooking. Many of the homes had cement bathtubs. All the homes had a septic system, many of which did not work properly. In 1948 everyone was required to connect to the sewage system. There was a charge of \$2.00 per month for trash and garbage collection. There was a tree in the middle of Seneca Drive and

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Luncheon Details for December 12, 2019 Quarterly Meeting



Breakfast

Lunch

ADMIT ONE

The meeting will take place at the Town of Forest Heights Town Hall, 5508 Arapahoe Drive, Forest Heights MD 20745, Continental Breakfast and Lunch will be provided.

If you planning to attend, RSVP to Sherletta Hawkins no later than **Monday, December 9, 2019** by e-mail: shawkins@forestheightsmd.gov or by phone 301-839-1030.

Please indicate whether you want lunch and if you have any dietary restrictions.

The cost is **\$25.00** per person, payable at the door (or in advance) to our Treasurer, Ms. Awilda Hernandez. Please make checks payable to:

Maryland Municipal Clerks Association

NOTE: Lunch reservations can be canceled up until the RSVP deadline-after that, the \$25 lunch fee is till payable to the MMCA regardless of your circumstances.

FOREST HEIGHTS

continued from page 3 . . .

organized and met in homes. Homemakers showed movies in basements for children, charging ten cents. Movies for adults were shown at night with a silver offering collected for admission. Bingo parties were also held in basements, and any profit made went to a project. Babysitters charged thirty-five cents an hour, until midnight, fifty cents an hour afterwards.

We were protected by Oxon Hill Volunteer Fire Department. If the police were needed it could have taken three days for a response. There were 33 police officers for the entire county. Marlboro had 14 and Hyattsville had 19.

A public roads committee was formed. The homeowners did the work to have better roads. Money was collected to buy the materials needed to fill the pot-holes. The county had no authority over subdivision streets. The Citizen's Association worked for changes in the county system covering roads. Dogs chased cars then, as they do now, if allowed to run free.

A playground and community building were discussed many times, but it was years before these projects were completed. Citizens were asked to contribute, as there were no public funds available.

The little Oak Park was worked on by the men. First a little bus shelter was built, and later a cinder block wall was constructed to enclose it. The cinder blocks, mortar, as well as grass seed were all donated. At Christmas, a tree was bought, uprooted and replanted again in the Park. Cash was collected to buy lights for the tree. The Park was also used in May, for Memorial Day Services, which also included a parade. A small monument was dedicated to the men who lost their lives in World War II. They were Robert L. Davis; Richard N. Ryan; and John L. Talbert. This tradition of remembering our vets continues.

In 1946 a contract was awarded which included water mains, sewage and fire hydrants. There were many sewage problems before this happened -- mired cars, closing of streets for long periods of time. Bread and milk deliveries were hampered. One time, water

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FOREST HEIGHTS

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had to be carried in from Indianhead Highway for several days. If it wasn't brought in, everyone stayed thirsty and dirty. Our water was coming from a well on Oneida Way, which is now the lower part of Seneca Drive. There was a huge well on the East Side of town, too. This one was 603 feet deep and capable of pumping 430 gallons of water a minute. Because we were told there would be 500 homes built soon, another well was constructed on North Huron Drive. Later, the Washington Suburban Sanitary Commission would provide our water.

For many years there was only one school for grades 1 to 12. It was built in 1925, and the first graduating class had five students. Forest Heights Elementary School was opened in 1953 with 497 students. The school had 14 classrooms, a library, cafeteria and a multi-purpose room. Four more classrooms were added by September 1955, and that year the school started with 828 students. First graders went only for one-half a day. Because of overcrowding, the following year, four 5th grade and three 6th grade classes were transported to other schools -- Tayac Elementary and John Hanson Junior High. The junior high school started with 7th and 8th grades and had an enrollment of 570 students. In 1958, a 9th grade was added. In 1957, Flintstone Elementary School opened with 364 students and by 1959 the student population had grown to 440. In 1959, a new Oxon Hill Senior High School was constructed, at its present location on Leyte Drive. The school opened with 785 students.

Flooding from storms was a frequent problem. Oxon Run would overflow, and the water would come up as far as Mohican and Seneca Drives. The water would get so deep that rowboats had to be used. At one point, it reached as high as the 200 block of North Huron. In 1962 to 1964, the U.S. Army Corps of Engineers corrected this, and it was the last serious

flooding the town experienced.

The original area of Forest Heights was 37 acres, east of Indianhead Highway, and 129 acres on the west side. In 1950 the total population was estimated at 1,125 people. In 1953, 80 additional acres were annexed--50 acres on the east side and 20 acres on the west. With the annexation of Forest Heights Elementary and Flintstone Elementary schools, an additional 20 1/2 acres were added. There were 892 homes.

In 1948 a lending library was started out of a private home, and the Prince George's Memorial Library Bookmobile visited the town once a month.



In 1954, someone decided there should be a hotel, called "The Forest Heights Biltmore." It was to be built at the entrance on the West Side. The hotel was never built, and subsequently the property was sold.

The Forest Heights Police Department was organized in 1952. It started with one full time officer and three part-time officers.

The Community Building was dedicated on June 20, 1954. One room of the building was used as a branch of the Prince George's Memorial Library. There was also a cooperative kindergarten, police department and mayor's office. The building has always been used by many different groups for meetings, classes and celebrations.

A flowering tree-planting program was started in 1959, with plantings in the spring and fall. Initially, 1,062 flowering crabapple trees were planted, which today still provide residents and visitors with their beautiful blooms in the spring.

On April 19, 1999, this town celebrated its fiftieth anniversary as an incorporated municipality. There are now six council members -- two from each ward. All elected officials serve a two-year term.

Forest Heights has always been a nice place to live; and it has been debt-free since its incorporation. From the beginning it has represented the best of family, friend and neighbor. Forest Heights is home.



LIKE US ON FACEBOOK! — FIND OUT WHAT YOUR FELLOW CLERKS ARE UP TO...





QUARTERLY MEETING AGENDA

Maryland Municipal Clerks Association

Thursday, December 12, 2019 • 10:00 a.m.

Town of Forest Heights / Town Hall

5508 Arapahoe Drive Forest Heights MD 20745

Breakfast Refreshments will be available starting at 9:30 a.m.

1. CALL TO ORDER
2. WELCOME AND INTRODUCTIONS
3. APPROVAL OF MINUTES FROM THE SEPTEMBER 19, 2019 MEETING
4. PRESENTATION OF THE TREASURER'S REPORT
5. PRESIDENT'S REPORT / MML BOARD OF DIRECTOR'S REPORT
6. MMCA COMMITTEE REPORTS/UPDATES
 - a. Education Committee – Diana Chavis
 - b. Outreach Committee – Doug Barber
 - c. Scholarship Committee – Laura Reams
 - *Scholarship Application Award*
 - d. Booth Committee – Doug Barber
 - e. Clerk of the Year Committee – Vice President Lanham
7. MML UPDATES
 - a. MML Report – Paula Chase-Hyman, MML
 - b. MML Committee Reports
 - Legislative Committee – Stacy Milor
 - Conference Planning Committee – Raye Ellen Thomas
 - Engagement and Outreach Committee – Awilda Hernandez
 - Hometown Emergency Preparedness Ad Hoc Committee – Kyle Snyder
8. IIMC UPDATES – Doug Barber
 - a. Region II Conference – January 29–January 30, 2020, Resorts Casino Hotel, Atlantic City, NJ
 - b. IIMC News –74th Annual Conference, May 17–May 20, 2020
 - c. Region II Director Rotation Schedule
 - d. Region II Conference 2023
 - e. Development Committee Report
9. NEW BUSINESS
10. MEETING DATES
 - March 19, 2020 – City of Takoma Park
 - June 30, 2020 – MML Summer Conference, Ocean City
 - September 17, 2020 – Town of Edmonston
 - December 10, 2020 – Town of North Beach
11. ADJOURNMENT – Education Session: “*Got a Minute?*” presented by Michael L. Swift PRP, CPP-T

Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

City of Seat Pleasant— September 19, 2019

MEMBERS AND GUESTS IN ATTENDANCE:

Yvette Allen, City of College Park	Doug Barber, City of New Carrollton
Jessica Barnes, Town of Riverdale Park	Kenya Barno, City of Laurel
Michelle Betancourt, City of Gaithersburg	Jessie Carpenter, City of Takoma Park
Paula Chase-Hyman, MML	Sharl'a Crutchfield, Town of District Heights
Averi Gray, Town of Edmonston	Sherletta Hawkins, Town of Forest Heights
Awilda Hernandez, City of Bowie	Kelsey Jensen, Town of Berlin
Dashaun Lanham, City of Seat Pleasant	Danielle Mandley, Town of LaPlata
Stacy Milor, Town of North Beach	Shaniya Lashley-Mullen, City of Greenbelt
Irma Nalvarte, City of Takoma Park	Pam Peters, Town of Ocean City
Diamond Plater, City of Seat Pleasant	Kimberley Rau, City of Laurel
Giselle Richards, Town of Brentwood	Antonio Robbins, City of District Heights
Doris Stokes, City of Gaithersburg	Raye Ellen Thomas, City of Fruitland
JoAnn Tucker, Town of Fairmount Heights	M. David Williams, Town of Upper Marlboro
Shannon Visocksy, City of Westminster	

CONVENE/INTRODUCTIONS

President Mandley called the meeting to order at 10:12 a.m.

APPROVAL OF MINUTES

A motion was made by Stacy Milor and seconded by Doris Stokes to approve the June 25, 2019 minutes. The motion passed.

PRESENTATION OF THE TREASURER'S REPORT

A motion was made by Doug Barber and seconded by Doris Stokes to approve the Treasurers report dated September 2019. The motion passed.

PRESIDENT'S REPORT / MML BOARD OF DIRECTOR'S REPORT

President Mandley reported: Attended the September 12th–14th Board of Directors Retreat in Gaithersburg. Among the enrichment activities and informational sessions, they heard from several state legislators regarding the Highway User Revenue, received an update from Congressman Jamie Raskin on Federal issues, approved a letter to send to the University of Maryland requesting their support and expansion of the Sustainable Maryland program, approved by-law changes for PGCMMA and voted to elect Melinda Mendoza from the town of Colmar Manor to fill a vacancy on the Board.

MMCA COMMITTEE REPORTS/UPDATES

Education Committee: None

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Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

City of Seat Pleasant— September 19, 2019

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Outreach Committee: Doug Barber welcomed Michelle Betancourt, Averil Gray, Diamond Plater and Giselle Richards as new members to MMCA.

Scholarship Committee: None.

Booth Committee: Thanked everyone who volunteered their time setting up, manning, and visiting the booth at MML. If you would like to join the committee, please let Doug know.

Clerk of the Year: Vice President Lanham reported that nomination forms will be mailed in December. The Clerk of the Year winner will be announced at the March 2020 MMCA meeting.

MARYLAND MUNICIPAL LEAGUE UPDATES:

MML Update: Paula Chase-Hyman reported that the MML website has information for newly elected officials. The “So You Want To Be An Elected Municipal Official...” pamphlet is also on the website and can be downloaded. If you would like a paper copy of the pamphlet, please let Paula know and she will bring them to the next meeting. MML invited all newly elected officials to a virtual webinar orientation which will be held on Friday, December 4th at 1:00 p.m. and/or they can attend an orientation session on Monday, October 14 at 10:00 am at the Fall Conference.

Legislative Committee – Stacy Milor reported that the MML Legislative Committee approved two legislative priorities and two strategic initiatives. The legislative agenda will be presented at the MML Fall Conference. Legislative Priorities: Municipal Highway User Revenues and Small Cellular Infrastructure. Strategic Initiatives: Continue to assess and identify alternative sources of municipal revenues through the legislative process and other opportunities as they arise, and to open a dialogue with stakeholders involved in the annexation process regarding an alternative to the existing five-year rule.

Convention Planning – Raye Ellen Thomas reported the first meeting will be held this Saturday, September 21st. Apparently, the vendors were disappointed that they were not able to spend a lot of time with the conference attendees. It was suggested that the opening reception could be held in the exhibit hall or keep the exhibit hall open for a while after all the classes have ended.

Engagement and Outreach – Awilda Hernandez reported that if anyone from your city or town attended the Summer Conference that it will count towards the Banner City/Town designation. The next opportunities include the October Fall Conference and the Municipal Government Works Month in November.

Hometown Emergency Preparedness Ad Hoc Committee (HEPAC) – David Williams reported that the Committee had their first meeting last week and they are working on the goals for the year.

WELCOME

Mayor Eugene welcomed everyone to the City of Seat Pleasant.

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Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

City of Seat Pleasant— September 19, 2019

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IIMC UPDATES

Doug Barber reported:

Region II Director: Terry Hudson is not able to attend our meetings since the Delaware Clerks meet on the same date.

Website: IIMC new website is up and running.

Windfall Member Savings: IIMC members can access discounts on products and services you use most. Visit the website for additional information.

Board of Directors Mid-Year Meeting: November 15–16 in Greenville, South Carolina.

2020 Annual Conference: The Conference will take place May 17–20 in St. Louis, Missouri. Region II will host a dinner, more information to come soon.

Athenian Dialogue: The Delaware Municipal Clerks will host an Athenian dialogue on Saturday, November 16, 2019 at the Harrington City Hall from 9:00 a.m. to 4:00 p.m. Featured reading material: *Elizabeth I, CEO: Strategic Lessons from the Leader Who built an Empire* by Alan Axelrod.

IIMC Foundation: Doug joined the Development Committee that is chaired by Vincent Buttiglieri. The committee is charged in educating the members on the Foundation's mission. Doug will place all scholarship information and deadlines in the next Messenger.

Region II 2020 Conference: The Conference will take place January 28–30, 2020 at the Resorts Casino Hotel in Atlantic City, NJ. Additional information will be sent out in November.

Region II 2023 Conference: If anyone would like to serve on the 2023 Conference Committee, please let Doug know. Doug will be looking at locations in Frederick soon.

NEW BUSINESS

Handbook Committee: President Mandley would like to reinstate the Handbook Committee. The Committee would be in charge to review the By-laws and Procedures to make sure they are up to date. If you are interested in serving on the Committee, please let Doug know.

LUNCH AND ADJOURNMENT

The meeting adjourned at 11:40 a.m.

EDUCATION SESSION

Maryland Public Information Act Training

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Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

City of Seat Pleasant— September 19, 2019

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Upcoming MMCA Quarterly Meeting dates & locations:

- * March 19, 2019 – City of Takoma Park
- * June 20, 2020 – Town of Ocean City
- * September 17, 2020 – Town of Edmonston



Quarterly Meeting
Seat Pleasant, Maryland
September 19, 2019



MMCA Treasurer's Report • Awilda Hernandez, Treasurer
as of October 31, 2019

GENERAL FUND

Beginning Balance as of September 30, 2019 \$12,043.82

Receipts:

FY20 Dues (25)	\$ 1,250.00
September Lunch Meeting (Seat Pleasant)	\$ 625.00
Total	\$ 1,875.00

Expenditures:

Transfer to Region II Conference (Dues)	\$ 125.00
Transfer to Scholarship Fund (Dues)	\$ 250.00
City of Seat Pleasant - 9/19 Lunch Meeting	\$ 673.63
Total	\$ 1,048.63

Balance as of October 31, 2019 \$ 12,870.19

SCHOLARSHIP FUND

Beginning Balance as of September 30, 2019 \$ 10,863.84

Receipts:

Transfer from Dues (25)	\$ 250.00
September 50/50	\$ 43.00
Interest - Aug	\$ 0.18
Interest - Sept	\$ 0.18
Interest - Oct	\$ 0.17
Total	\$ 293.53

Expenditures:

Total \$ -

Balance as of October 31, 2019 \$ 11,157.37

REGION II CONFERENCE

Beginning Balance as of September 30, 2019 \$ 13,562.74

Receipts:

Transfer from Dues (25)	\$ 125.00
Interest - Aug	\$ 0.23
Interest - Sept	\$ 0.23
Interest - Oct	\$ 0.21
Total	\$ 125.67

Expenditures:

Total \$ -

Balance as of October 31, 2019 \$ 13,688.41

Clerk of the Year Award

The 2020 Clerk of the Year Award nomination information has been mailed to all MMCA Members, Administrators, Managers and Mayors. The award will be announced at the MMCA meeting in March and then officially presented to the recipient at their municipalities' next available Council meeting in their hometown.

If you have any questions, please contact Dashaun N. Lanham at (301) 909-9117, or email: dashaun.lanham@seatpleasantmd.gov.

Criteria for the Clerk of the Year Award

- a) Has been a member of the MMCA for at least two years.
- b) Has at least five years' experience as City Clerk, Town Clerk or any other qualified MMCA Membership job title.
- c) Attended at least half of the MMCA Meetings in the year preceding the nomination.
- d) Participated in local, regional and/or national Clerk related meetings.
- e) Extraordinary individual job performance.
- f) Demonstrated commitment to professional development.
- g) Demonstrated commitment to community involvement and a positive attitude.
- h) Brings innovative ideas to the Association.

"American as Pie"

The Town of Glen Echo held its first annual pie baking contest on July 21 at their annual summer picnic. This **First Annual Pie Baking Contest** had eleven (11) wonderful and delicious entries.



Thanks to everyone that participated!

The Town Council selected the winners in these categories:

Kids –

- * **Best Looking**
- * **Best Tasting**

Adults –

- * **Best Looking**
- * **Best Crust**
- * **Best Fruit**
- * **Best Overall**

Prizes were gift certificates to local restaurants and the Water Taxi Company

Get Involved In Your Organization By Volunteering On An IIMC Committee

The core and essence of any member organization like IIMC rests with its volunteers. Volunteers are needed to help an organization in many ways: fundraising, conference



planning, coordinating special projects and developing new ideas. As a volunteer, working on an IIMC Committee conveys a pledge that the members are committed to helping their Organization's development and looking out for its present and future interests.

Committees meet via teleconference to review the previous year's accomplishments and discuss strategies and objectives for the upcoming year. The majority of Committee work is done throughout the year through teleconferences and E-mail.

Put your input and insight to good use by volunteering for Committee work. You can find more information and complete the application on [this link](#).

Honor Your Mentor During National Mentoring Month

Every Municipal Clerk has at least one experienced Municipal Clerk who is their mentor. Many of us have more than one Clerk who has guided us, counseled us, encouraged us, taught us, consoled us and inspired us. So, how do we thank them?

January is National Mentoring Month: And, an excellent way to thank your mentor(s) is to make a donation to the IIMC Foundation in their honor. It's easy! Just visit iimcfoundation.com to make an online donation, or if you'd prefer to send a check, just mail your donation and the name and address of your mentor to IIMC Foundation Treasurer Roxanne Schneider, MMC, City Clerk, Dysart, PO Box 686, Dysart, IA 52224. Your mentor(s) will receive a letter from the Foundation informing them of your generous gift in their honor. Pay it forward. Your contribution to the Foundation will help fund Clerk educa-



tion programs, scholarships and grants. Plus, there's no better way to honor your mentor(s) than passing along the gifts they gave to you. Remember – when we all give a little, we all learn a lot!

CMC/MMC Scholarships

This scholarship program has been designed to assist with the costs of attending an IIMC approved Institute or Academy program for those working toward IIMC's professional designations. Don't know where to find your local Institute or Academy? Find the [program information here](#).

The scholarship program was established in 1986 for Clerks attending IIMC Institutes. Since the program's inception, more than 1,500 scholarships have been awarded.

For the 2020-2021 year, recipients will receive up to a \$400 CMC or \$400 MMC scholarship reimbursement after completion of the program.

The 2020-2021 Scholarship Application Period opens October 1, 2019, and extends through March 1, 2020. Recipients will be selected in April funding programs taking place between June 1, 2020, and May 31, 2021. Click [here](#) to apply!



IIMC Annual Conference Grant

The Conference Grant Program is designed to allow 2 IIMC members from each of IIMC's eleven regions to attend the IIMC Annual Conference each May. If awarded a grant, IIMC Foundation will cover the cost of your IIMC Annual Conference Registration.

The 2020 Conference Grant Application Period will open October 1, 2019, and extend through February 12, 2020.

Recipients will be selected in March funding the 2020 Conference Grant for registration to attend the IIMC Annual Conference in St. Louis, Missouri, May 17-20, 2020.

Click [here](#) to apply!



Each year, through its Annual Conference, IIMC continues its tradition of offering an abundance of educational and information programs as well as networking opportunities to help you manage your municipality in today's complex environment.



**Hyatt Regency St. Louis
at the Arch
315 Chestnut Street
St. Louis, MO 63102**



2020 Preliminary Program - [LINK.](#)

Online Registration Pay with Credit Card - [LINK.](#)

2020 Conference Discounts - [LINK.](#)

2020 IIMC Foundation Conference Grants - [LINK.](#)

Online Housing Registration for the Hyatt Regency St. Louis at the Arch
[LINK.](#)

Or call 1-888-591-1234 - reference code IIM2

GUEST ROOM RATES:

Single/Double - \$165/night

Triple - \$190/night

Quad - \$215.00/night

Complimentary in room WiFi

Guests receive 20% off parking for IIMC attendees



WIN ST. LOUIS CONFERENCE REGISTRATION AND 4-NIGHTS HOTEL

Thanks to the generous donation from IIMC, the IIMC Foundation is offering you an opportunity to win a four (4) nights lodging and one (1) free 2020 Conference Registration Package during the upcoming conference in St. Louis in May of 2020! Enter to win today!

This package is valued at \$1,400.

Name _____ \$ _____

Phone _____ Email _____

City _____ State/Country _____

Tickets are \$10 each or 3 for \$25

- ☐ **I will pay by check** – Please make check payable to IIMC Foundation.
- ☐ **I will pay by credit card** – Complete information below:

Credit Card No. _____ Expiration date _____

Signature _____ Please charge this amount \$ _____

Entries must be received by January 15, 2020! Winner to be drawn on January 16, 2020 in the Dysart, Iowa City Hall.

Mail this flyer today along with your payment to:

**IIMC Foundation Treasurer
Roxanne Schneider
PO Box 686
Dysart IA 52224**



Thank you for your support!

All proceeds support the IIMC Foundation and IIMC education programs.

Say "Aloha" to Hawaii

Sponsored by the IIMC Foundation and American Legal, this education fundraiser can land you in beautiful Hawaii. When you support IIMC education programs, you can win a trip for two to Hawaii, including airfare and a week's hotel on Waikiki Beach.

With tickets available at \$20 each or 3 for \$50, take a chance ... or two or three! It's all for a good cause—furthering clerks' education through scholarships and IIMC education programs.

**Sponsored by
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Upper Marlboro Hosts 1st Annual

Municipal Government Academy



For its official project to promote the Maryland Municipal League's "Municipal Government Works! Month" program, the Town of Upper Marlboro developed an informational series of sessions offered to its residents and area citizens.

The Municipal Government Academy is a 3-week program designed to provide citizens the opportunity to learn about the Municipal Government of the Town of Upper Marlboro. The Academy gives first-hand exposure to all town departments to highlight various functions in the resident's local government operations.

The purpose of the Academy is to increase understanding between the Town's elected officials, staff and the residents of the Town. It is a course specifically designed for residents who are active in the community, who wish



to learn more about municipal government and who have never held an elected position in the Town. The Municipal Government Academy began on the first Wednesday in November in celebration of "Municipal Government Works! Month"



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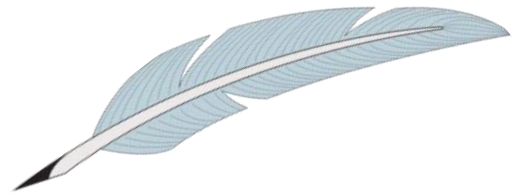
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Make checks payable to: Maryland Municipal Clerks Association

**Mail to: City of Bowie
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