



THE MESSENGER

The official newsletter of the Maryland Municipal Clerks Association

MARCH 2019

City of New Carrollton



— QUARTERLY MEETING VENUE —

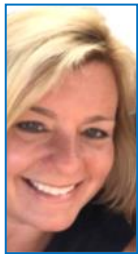
March 21, 2019

see story and meeting details on page 3



In This Issue . . .

Message From The President	1
2017–2019 MMCA Officers	2
Education Session "Active Shooter"	2
Host Cover Story & Luncheon Details	3
Agenda for March Quarterly Meeting	4
December 2018 Quarterly Meeting Minutes & Photos	5–7
Treasurer's Report	8
2019–2021 Slate of MMCA Officers	9
IIMC Region II Update & Conference Photo Collage	10–15
MAEO & Election Officials Conference Information	14–16
SBY Winning Recipe	17
MMCA Application	18



Message From Our President

Stacy Milor CMC, Town of North Beach

As I write this message to you, the weatherman is warning of possible more snow showers/freezing rain in the first few days of March. However, we are only 20 days away from Spring. Maybe there will be some indication of warmer weather on the horizon soon. I know I am ready for some sunshine and warmer temperatures.

The Delaware Clerks Association hosted a fabulous Region II Conference in January. The Hotel Dupont in Wilmington is an amazing structure opening their doors in 1913. Sixteen clerks from Maryland attended the conference. What a great representation from Maryland.

It is now time to make your plans for the annual IIMC Conference held in Birmingham, Alabama, May 19–22, 2019. All information can be found at:

www.iimc.com. Early Bird registration run until April 1, 2019. This is right around the corner. Do not let the deadline pass. Several of the hotels have sold-out. So please check the website for the most up-to-date information.

The nominations for your 2019–2021 MMCA Officers are announced in this edition. We have an outstanding selection for your officers. I am very pleased these individuals have made the decision to give their additional time to the association. I hope everyone supports the nominations during the March meeting.

I am looking forward to seeing everyone on March 21, 2019 in New Carrollton. I believe this is the first time we have had the pleasure of visiting this City. A special thank you goes out to their Police Department for providing our training after lunch.

There will be a
**50/50 Raffle at the
March 21
meeting
to help
support
the MMCA
Scholarship Fund**



MMCA OFFICERS • JUNE 2017 - 2019

- President — Stacy Milor** / Town of North Beach: 8916 Chesapeake Ave, North Beach, MD 20714
phone (410)257-9618, or, e-mail: northbeach@northbeachmd.org
- Vice President — Doris Stokes** / City of Gaithersburg: 31 Summit Avenue, Gaithersburg, MD 20877
phone (240)805-1084, or, e-mail: doris.stokes@gaithersburgmd.gov
- Treasurer — Laura Reams** / City of Hyattsville: 4310 Gallatin Street, Hyattsville, MD 20781
phone (301) 985-5009, or, e-mail: lreams@hyattsville.org
- Secretary — Yvette Allen** / City of College Park: 4500 Knox Rd, College Park, MD 20740
phone 240 487 3501, or, e-mail: yallen@collegeparkmd.gov

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

EDUCATION SESSION



At our next quarterly meeting on March 21, 2019, there will be an “Active Shooter” Education Session presented by Lt. Vincent Lyew of the New Carrollton Police Department.



Lieutenant Vincent Lyew

Training and Investigation Commander
New Carrollton Police Department

Lt. Lyew has been employed with the City of New Carrollton for 13 years. He has been an active Law Enforcement Officer for over 27 years. He has experience with Police and has mastered Firearms, Edge Weapons and Defensive Tactics. He has been teaching and training for over 17 years of his career. He has served in the United States Marine Corps, and, has worked for the US Department of State as a federal agent and contractor. He has attended the University of Maryland and several Technical Schools. He belongs to the following associations: Law Enforcement and Executive Development Association; National Asian Association; National Organization of Blacks in Law Enforcement; and, the National Tactical Officers Association.

Prepare Now



Welcome to the City of New Carrollton

MMCA Quarterly Meeting, March 21, 2019

by Douglas Barber, City Clerk

The City of New Carrollton was incorporated in 1953. The developer of New Carrollton envisioned a completely planned suburban city—a novel idea in the 1950s. He effectively lobbied the Maryland General Assembly to declare his visionary city an incorporated community even before the land was developed or had any residents. To link the new community to Maryland's rich heritage, the developer named it after one of the state's early leaders, John Carroll of Carrollton—a spokesman for the colonies, a signer of the Declaration of Independence, and one of the first United States Senators from Maryland. Since its inception,



the city has lived up to the high accomplishments of its namesake, growing and flourishing as a city with a lasting sense of community and uniqueness.

New Carrollton is located within easy access by road to Washington, D.C., Baltimore, and Annapolis. Convenient commuting to the nation's capital, Northern Virginia, and parts of Maryland is available via the New Carrollton station of the Metro subway. The Northeast Metroliner serves the same station complex, placing railroad access to the entire East Coast at the city's doorstep. New Carrollton has a population of 12,800 and covers 1½ square miles. There are



25 miles of residential streets, three elementary schools, one middle school, one special education school, two shopping centers, and many parks.

New Carrollton has a most responsive form of municipal governance due to its organizational structure. The mayor is the chief executive officer and is responsible for the day-to-day operation of the city. The city council is the legislative body and enacts all ordinances and resolutions. The city provides street maintenance, street lighting, snow removal, twice-weekly trash removal, park and playground maintenance and equipment, beautification of city entrances, and televised council meetings with telephone call-in for residents.

Luncheon Details for March 2019 Quarterly Meeting

The meeting will take place at **New Carrollton City Hall, 6016 Princess Garden Parkway**, New Carrollton, MD 20784. Lunch will be catered by **Mission BBQ**.

If you are attending, please RSVP to Doug Barber **no later than Monday, March 18** at: dbarber@newcarrolltonmd.gov; or call: 301-459-6100. Please indicate whether you are having 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 Laura Reams. Make checks payable to: **Maryland Municipal Clerks Association**.

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



QUARTERLY MEETING AGENDA

Maryland Municipal Clerks Association

Thursday, March 21, 2019

10:00 a.m.

City of New Carrollton

6016 Princess Garden Parkway New Carrollton, MD 20784

(breakfast refreshments will be served at 9:30 a.m.)

1. CALL TO ORDER
2. WELCOME AND INTRODUCTIONS
3. APPROVAL OF MINUTES OF DECEMBER 13, 2018 MEETING
4. PRESENTATION OF THE TREASURER'S REPORT
5. PRESIDENT'S REPORT/MML BOARD OF DIRECTOR'S REPORT
6. MMCA COMMITTEE REPORTS/UPDATES
 - a. MMCA Committees
 - ♦ Education Committee
 - ♦ Outreach Committee
 - ♦ Scholarship Committee
 - ⇒ no applications received by the March 1, 2019 deadline
 - ♦ Booth Committee
 - ⇒ MML Summer Convention – June 23-26, 2019
 - * Volunteer assistance for the MMCA Booth
7. MML Update
 - a. Paula Chase-Hyman, MML
 - b. MML Committees
 - ♦ Legislative Committee: Danielle Mandley – Town of LaPlata
 - ♦ Convention Planning: Raye Ellen Thomas – Town of Fruitland
 - ♦ Outreach and Engagement: Awilda Hernandez – City of Bowie
 - ♦ Hometown Emergency Preparedness Ad Hoc Committee (HEPAC): Kyle Snyder, Town of Upper Marlboro
8. IIMC UPDATE – Doug Barber, IIMC Region II Director
9. NEW BUSINESS
 - a. Recommendation to make a \$100.00 donation to the Municipal Clerks Education Foundation (MCEF)
 - b. Discussion regarding IIMC Conference Donation - \$1000 – in FY19 budget
 - c. Discussion on the "Draft" FY20 Budget
 - d. Nomination for 2019-2021 MMCA Officers
 - e. Clerk of the Year Winner Announcement
10. ADJOURNMENT AND LUNCH – *"Active Shooter" Training Session following lunch*

[2019 MMCA QUARTERLY MEETING DATES](#)

**June 25, 2019 • Town of Ocean City / September 19, 2019 • Town of Boonsboro
December 13, 2019 • Town of Forest Heights**

Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

Town of Berlin • December 14, 2018

MEMBERS AND GUEST IN ATTENDANCE

Yvette Allen, City of College Park	Doug Barber, City of New Carrollton
Paula Chase-Hyman, MML	Kerry Chaney, Town of Sykesville
Diana Chavis, Town of Ocean City	Brenda Colegrove, Retired
Pam Fleming, Retired	Sara Green, City of Laurel
Awilda Hernandez, City of Bowie	Carol Jacobs, Retired
Kelsey Jensen, Town of Berlin	Dashaun Lanham, City of Seat Pleasant
Kim Nichols, City of Salisbury	Danielle Mandley, Town of LaPlata
Ana Navarro, City of Laurel	Pam Peters, Town of Ocean City
Stephanie Racine-Dean, Town of North East	Kimberley Rau, City of Laurel
Laura Reams, City of Hyattsville	Doris Stokes, City of Gaithersburg
Raye Ellen Thomas, City of Fruitland	Stacy Milor, Town of North Beach
M. David Williams, Town of Upper Marlboro	

WELCOME AND INTRODUCTIONS

President Stacy Wilkerson called the meeting to order at 10:00 a.m. Mayor Williams welcomed and thanked everyone for attending the meeting.

APPROVAL OF MEETING MINUTES

A motion was made by Kelsey Jensen and seconded by Dashaun Lanham to approve the September 20, 2018 meeting minutes. The motion passed.

PRESENTATION OF THE TREASURER'S REPORT

Treasurer Laura Reams presented the December 13, 2018 MMCA Treasurer's Report.

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

Municipal Government Works! Month was held in November; MML Legislation Reception will be held on Wednesday, January 9, 2019 at the Calvert House in Annapolis; MML Board of the Directors meeting will be held January 25–27, 2019 in Rockville; MML Fall Conference will be held on October 13–16, 2019 at the Hyatt Regency in Cambridge.

MMCA COMMITTEE REPORTS/UPDATES

Education Committee: Diana Chavis reported the committee received a suggestion of holding a Notary Public Best Practices course. The committee is working on finding an instructor. Attended a Media Coaching training session this past Tuesday. If there is interest in media/coaching training, she will work with the instructor to tailor a course that will fit our needs. Will bring back more information at the March meeting.

Quarterly Meeting Minutes of the Maryland Municipal Clerks Association
Town of Berlin • December 14, 2018

. . . continued from page 5

Active Shooter training will be conducted at the March meeting in New Carrollton. Perusing a full day Athenian Dialogue to be held at the MML Summer Convention in Ocean City Maryland.

Outreach Committee: Doug Barber reported the committee is welcoming all new members and reaching out to all members to get them more engaged in the association. Perusing the idea of sending out a survey to all members inquiring how the association can better serve them, what do they want to get from the association, and if they have anything to offer to the association.

Scholarship Committee: Laura Reams reported the committee received one application from Kelsey Jensen requesting \$400 to attend the Region II Conference in Wilmington, DE. A motion was made by Diana Chavis and seconded by Doris Stokes to approve the scholarship award. The next scholarship deadline is March 1, 2019.

Booth Committee: Doug Barber and Kim Nichols announced they are seeking suggestions of educational topics to make into pamphlets/brochures to have available at the MMCA booth during the 2019 MML Summer Conference. Plan to discuss further during the March meeting. Viewed several gadgets to get recommendations on what item everyone liked best for the giveaway at the MML Summer Conference.

MARYLAND MUNICIPAL LEAGUE UPDATES

MML Update — Paula Chase-Hyman reported: MML is partnering with National League of Cities to hold a Young Municipal Summit on May 4, 2019 at the Glenview Mansion in Rockville. This summit is for elected officials and administrative staff who are between the age of 18 – 40 to learn and network together. If you have staff or elected officials between this age range, please send their contact information to Paula. Preparing an operational department manual that will include general information on running an office and other tidbits. If you would have items that you believe would be of use, please send them to Paula. Planning on having the manual available at the June 2019 meeting.

Legislative Committee — Danielle Mandley, Town of LaPlata reported: LIGIT is offering training on their website. It is available for all staff members. The one legislative priority for 2019 is the preservation of local authority over the siting and aesthetics of small cellular tower infrastructure. Strategic Initiatives include: Oppose Preempt Local Authority, Explore Municipal Revenue Options, and Consider 5-year Annexation Rule Changes.

Convention Planning – Raye Ellen Thomas reported: The Summer Conference will be held June 23 – 26, 2019. The theme is Old Ocean City Boardwalk. Dr. Bertice Berry is the keynote speaker and the Tuesday General Session speaker is Charles Marohn, Jr. The Golf Tournament will take place on Sunday, June 23.

Outreach and Engagement – Awilda Hernandez reported: The “If I Were Mayor...” packets were mailed to the schools and municipalities. Committee members were assigned different municipalities to follow-up and to encourage participation in the Banner City Program.

continued on page 7 . . .

Quarterly Meeting Minutes of the Maryland Municipal Clerks Association

Town of Berlin • December 14, 2018

. . . continued from page 6

Hometown Emergency Preparedness Ad Hoc Committee – David Williams reported for Kyle Snyder: The next meeting will be held on Saturday, December 22nd. The committee is working on a workshop/snap session to be held during the summer convention. Will have additional information at the next meeting.

IIMC UPDATE

Doug Barber, IIMC Region II Director, reported: Attended the IIMC Board of Directors meeting in Little Rock, Arkansas October 26 - 27, 2018. Doug's term ends in May 2019. The Director rotation between the states have not been resolved. The last day to apply for the rest of the portion of Heidi's term ends on January 22nd. Region II Conference will be hosted by the Delaware Municipal Clerks on January 15–18, 2019. If you attend the conference, attend the Board meeting and ask questions.

NEW BUSINESS

- **MMCA 2019 Pin Design** – Stacy Milor reported: The 2019 pin sample was shared with the association.
- **2019 Upcoming Officer Solicitation Process** – Raye Ellen Thomas reported: The Nominating Committee will submit nominees for Association Officers at the March 21, 2019 meeting. If you are interested in running for office, please complete an Announcing Candidacy form and submit it to the committee.
- **Clerk of the Year Award** – Doris Stokes reported: Nominations letters go out on January 4. Nominations must be submitted by January 31st. Electronic ballots will be emailed to all members.

FUTURE MEETING LOCATIONS

- March 2019 – New Carrollton
- June 2019 – Ocean City
- September 2019 – Boonsboro
- December 2019 – Forest Heights

ADJOURN

Meeting adjourned 11:15 a.m.



Quarterly Meeting
Berlin, Maryland
December 14th
2019



MMCA Treasurer's Report • Laura Reams, Treasurer as of February 15, 2019

GENERAL FUND

Beginning Balance November 26, 2018 \$13,922.52

Receipts:

FY19 Dues (2)	\$	100.00
December Lunch	\$	500.00
Total	\$	600.00

Expenditures:

Transfer to Region II Conference (Dues)	\$	10.00
Transfer to Scholarship Fund (Dues)	\$	20.00
December Lunch (CC & #1154)	\$	425.54
Reimbursement to Diana Chavis Speaker Gifts (#1155)	\$	48.66
Region II Conference Registration, Barber (#1156)	\$	300.00
Election Runner - Clerk of the Year (#1157)	\$	15.00
Total	\$	819.20

Balance as of February 15, 2019 \$13,703.32

SCHOLARSHIP FUND

Beginning Balance November 26, 2018 \$10,123.82

Receipts:

Transfer from Dues	\$	20.00
December Raffle	\$	56.50
Interest - Dec	\$	0.19
Interest - Jan	\$	0.17
Total	\$	76.86

Expenditures:

Total \$ -

Balance as of February 15, 2019 \$10,200.68

REGION II CONFERENCE

Beginning Balance November 26, 2018 \$ 13,175.56

Receipts:

Transfer from Dues	\$	10.00
Interest - Dec	\$	0.20
Interest - Jan	\$	0.20
Total	\$	10.40

Expenditures:

Total \$ -

Balance as of February 15, 2019 \$ 13,185.96

Beginning Balance - ALL FUNDS \$37,221.90

Ending Balance - ALL FUNDS \$37,089.96

ELECTION OF THE 2019-2021 SLATE OF OFFICERS

MMCA QUARTERLY MEETING – MARCH 21, 2019

The Nominating Committee is proud to present nominees for President, Vice President, Secretary, and Treasurer who submitted Announcement of Candidacy Forms to the Committee. Thank you for your willingness to serve! Nominations will also be taken from the floor during the meeting. **You must be present to vote.** Newly elected officers will assume their duties during the June, 2019 meeting. Don't forget that the election process also includes a "To Tell the Truth" segment when all members in attendance will have an opportunity to question nominees about the individual "most people don't know this about me" fact that each shared with the Committee. Prizes will be awarded based on the most correct matchings of nominee to fact.

Cast your vote! . . . we look forward to seeing you in New Carrollton

Nominating Committee: Raye Ellen Thomas, Fruitland; Kelsey Jensen, Berlin, Diane Carter, Salisbury

☒ President
 ☐ Vice President
 ☐ Secretary
 ☐ Treasurer

Name: Danielle Mandley
 City/Town: Town of La Plata
 Phone: 240-508-3408
 E-mail: dmandley@townoflaplata.org



Memberships & Certifications
 MMCA: June of 2009 CMC: 8/1/2012
 IIMC: June of 2009 MMC: Click here to enter a date

We invite you to introduce yourself to MMCA by providing a brief summary of your work experience, leadership position(s) held, and why you would like to serve as an officer

I am honored to announce my candidacy for President of MMCA. I have served as a Municipal Clerk since 2009 and have found this profession to be challenging, worthwhile and very rewarding. Since being appointed as the Town Clerk for the Town of La Plata I have earned my CMC, graduated from the Academy for Excellence in Local Governance, attended numerous conferences and training sessions and established a strong bond with my fellow clerks.

In my experience, I have found that more can be accomplished when working with a team of dedicated professionals, which is what the membership of MMCA is, a team of leaders. I look forward to leading with you to support the mission of the MMCA.

☐ President
 ☒ Vice President
 ☐ Secretary
 ☐ Treasurer

Name: Dashaun N. Lanham
 City/Town: Seat Pleasant
 Phone: 301-909-9117
 E-mail: Dashaun.lanham@seatpleasantmd.gov



Memberships & Certifications
 MMCA: 2008 CMC: 2/13/2014
 IIMC: 2008 MMC: Click here to enter a date

We invite you to introduce yourself to MMCA by providing a brief summary of your work experience, leadership position(s) held, and why you would like to serve as an officer

Dashaun Lanham has worked for the City of Seat Pleasant since November 5, 2007 as the Acting City Clerk. Mrs. Lanham was recommended by the Mayor for the position of City Clerk. The City Council graciously accepted the recommendation and appointed Mrs. Lanham as the City Clerk for the City of Seat Pleasant on July 14, 2008. Ms. Lanham achieved the Certified Municipal Clerk (CMC) designation in February 2014, as the first City Clerk for Seat Pleasant to achieve this designation. Mrs. Lanham has attended Strayer University and the Reporting Academy of Virginia, and currently is taking courses to become a Certified Parliamentarian. Ms. Lanham was born in Washington, DC and attended District of Columbia Public Schools. Dashaun is a member of the Maryland Municipal Clerks Association, International Institute of Municipal Clerks and American Institute of Parliamentarians. Ms. Lanham has served on the Legislative Committee, Engagement and Outreach, Convention Planning, Scholarship Committee for MML and MMCA. My interest in serving as an officer for MMCA is to ensure and encourage members to be engaged and attend trainings and conferences for professional development. I would like to see the mentorship program become a viable part of the organization. I want to ensure that the Clerks are always recognized as the heartbeat of the government.

☐ President
 ☐ Vice President
 ☒ Secretary
 ☐ Treasurer

Name: Yvette Allen
 City/Town: City of College Park
 Phone: 240-487-3501
 E-mail: yallen@collegeprkmd.gov



Memberships & Certifications
 MMCA: 6/1/2000 CMC: 4/1/2014
 IIMC: 6/1/2000 MMC: N/A

We invite you to introduce yourself to MMCA by providing a brief summary of your work experience, leadership position(s) held, and why you would like to serve as an officer

I began my career with the City of College Park in the Parking Enforcement office in 1988. In 1995 moved to the Public Services department and in 2000 moved to the Clerk's office. In 2004, I was promoted to Assistant City Clerk. I am currently working on my MMC status. I would like to serve as an officer because I believe strongly in working with everyone in supporting MMCA's mission.

☐ President
 ☐ Vice President
 ☐ Secretary
 ☒ Treasurer

Name: Anilda Hernandez
 City/Town: Bowie
 Phone: 301-409-3029
 E-mail: ahernandez@cityofbowie.org



Memberships & Certifications
 MMCA since 2008 IIMC since 2008 CMC since 2011 MMC since 2015

We invite you to introduce yourself to MMCA by providing a brief summary of your work experience, leadership position(s) held, and why you would like to serve as an officer

I have been an active member of MMCA since 2008 and was urged by Carol Jackson to attend the 2009 Region II Conference held in Annapolis. Ever since then I have enjoyed being a part of this great organization. I began my Clerk career in the Town of Indian Head in 2005 and in 2010 started with the City of Bowie. I have been a member in several of MMCA's committees as well as Treasurer, Vice President and President. I would love to serve as Treasurer for MMCA again if the association allows me. Looking forward to bigger and better accomplishments for MMCA.

Anilda Hernandez
 Candidate Signature 2/28/19 Date

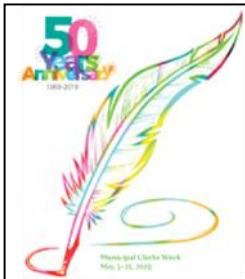
~ Nominees and Committee Members are ineligible to participate ~

Celebrating the 50th Anniversary of Municipal Clerks Week May 5 -11, 2019



This May, *Municipal Clerks Week* will be celebrating its 50th anniversary. Initiated in 1969 by IIMC, and endorsed by all of its members throughout the United States, Canada and 15 other countries. The week of Sunday, May 5 through Saturday, May 11, 2019 is a time for celebration and reflection on the importance of the Clerk's office. In 1984, President Ronald Reagan signed a proclamation that officially declared *Municipal Clerks Week* the first full week of May. In 1994 and 1996, President Bill Clinton also signed proclamations confirming Municipal Clerks Week.

Please visit www.iimc.com and click on Membership to view all the information you need to download to celebrate this historic anniversary.



NOTE: In honor of IIMC's Municipal Clerks Week 50th anniversary, IIMC, in conjunction with its Public Relations/Marketing Committee, has produced an email icon for members to use as part of their email signature. It is available on the website.

2019 IIMC Region XI Symposium and Study Abroad Program United Kingdom

The 3rd Region XI Symposium is scheduled for June 6 and 7, 2019 and will be held in Stratford-upon-Avon in the United Kingdom. Aptly titled "*Broadening Your Horizons - An International Perspective on Citizen and Community Engagement*," the Symposium will be co-sponsored with IIMC Region XI affiliates - SLCC, ADSO and SOLAR -- and will feature speakers from the international community.



***Tentative education program to include the following topics: *Bullying and How to Deal with it in the Workplace; Digital Service Delivery and Disrupters*

in Local Government; Time and Stress Management; Challenges of Working in a Devolved Administration; and Twisted Organizations.

Also, confirmed to speak on *Community/Citizen Engagement* is Dr. Oliver Escobar from Edinburgh University.

Delegates will be nestled in the land of Shakespeare, as Stratford-upon-Avon offers many educational opportunities for those attending the event. The banquet will be held in a medieval castle on Thursday, June 6 in nearby Warwick.

[Click Here For Symposium Information](#)

2019 IIMC Study Abroad June 2 through 8

IIMC's 7th Study Abroad Program will also take place in June and will include the Region XI Symposium. The Program will begin tentatively in or around London with a private tour of Parliament. Tentative schedule also includes visits to Windsor, Bath and Bourton on the Water and will conclude as part of the Symposium in Stratford-upon-Avon.

IIMC and its affiliates are in the midst of finalizing these programs and will have more information regarding the daily schedule, education and points awarded. More information will be shared with IIMC members in the next few months.

IIMC Foundation Announces Its New Website

The IIMC Foundation website is ready to receive a **million** hits from IIMC Members. Please visit www.iimcfoundation.com to learn more about the Foundation, its fundraising activities and how you can donate toward education programs for IIMC members. This group of tireless IIMC volunteers are passionate about raising funds to help Clerks achieve their educational goals. Please donate.



continued on page 11 . . .

... continued from page 10

2019 Official IIMC Vice President Election Ballot Emailed March 18, 2019

Mark your calendars and check your inbox Monday, March 18, 2019 to view your 2019 Official IIMC Vice President Election Ballot. You will have the opportunity to vote through April 18, 2019.

2019 IIMC Annual Conference IIMC Gives Back IIMC Foundation Benefits ,Too!



With approximately 1,000 conference attendees each year, IIMC can make a huge impact on an organization within the local communities that it visits during the Annual Conference. We are proud to announce the

2019 IIMC Gives Back Charity of Choice.

The Greater Birmingham Humane Society!

Founded in 1883, the Society is the largest and oldest humane society in Alabama. Over the course of their history they have witnessed the changes in their community and yet have never left the original mission "to promote the humane treatment of people and animals through education, advocacy and services." Their dedicated, passionate, animal-loving staff and volunteers care for tens of thousands of animals each year and need IIMC's assistance to continue that work! The Greater Birmingham Humane Society has Amazon wish lists which will allow IIMC members to donate to their needs simply by shopping on Amazon! All IIMC members have this opportunity whether they are or are not joining us in Birmingham. But, IIMC didn't stop there. We have created a way for member donations to go even further.

By shopping on Amazon Smile, members will be able to contribute to the Humane Society's mission while also making an impact a little closer to home by supporting the IIMC Foundation! Amazon Smile donates 0.5 percent of all purchases made to the IIMC Foundation once you make them your organization of choice. Join us in 2019 by supporting two missions with one simple purchase.

IIMC Education Department Launches Three New Online Programs

*Offered by long-time conference facilitator,
Faith Wood from British Columbia, Canada!*

"Secrets of Persuasion"

- ◇ Total hours = 1 hour
- ◇ Total points = 0.5 CMC Education or 0.5 MMC Advanced Education
- ◇ Fee = \$52USD



This course is designed to allow all participants to begin to understand what influencing involves, and allow for opportunities to practice new mindsets in collaborative environments.

In this online course, participants will gain fresh and unique communications techniques and insights that will help:

- Build rapport, establish trust and exert influence in any situation;
- Handle tough conversations with greater confidence and assurance;
- Tap into and articulate your true value;
- Ensure you and your message are remembered for the right reasons; and
- Explore the power of non-verbal communication and how to use it effectively.

"From Stress to Resilience: Developing the Gift of Mental Toughness"

- ◇ Total hours = 2 hours
- ◇ Total points = 1 CMC Education or 1 MMC Advanced Education
- ◇ Fee = \$105USD

This training explores the causes of today's stress and suggests general and specific stress management strategies that staff can use every day. Specific learning objectives include:

- Understand that stress is a positive, unavoidable part of everybody's life;
- Recognize the symptoms that tell you when you have chronic stress overload;
- Identify those situations in our life that cause you the greatest stress;
- Identify those actions which add to your stress;
- And so much more!

continued on page 14 . . .



**REGION II
CONFERENCE**



**Hotel Du Pont
Wilmington, DE
January 15-18, 2019**





. . . continued from page 11

"How to Create a Successful Council Orientation Program"

- ◇ Presenter: Debi Wilcox, Meeting Management Consultant/Registered Parliamentarian (Former Region X Director, IIMC)
- ◇ Total hours = 1 hours
Total points = 0.5 CMC/MMC point
Session Price = \$52
Access Period: 4-weeks

This course has been designed to help you establish an effective council orientation program, as well as the recommended components of the program. It is well known that new and returning members of council will benefit from an effective council orientation training program.

The course will address key components recommended to be including in your program and outline best practices on how to create and present a successful program.

Participants will learn:

- Why you should have a Council Orientation Program
- What decisions are needed to have a Council Orientation Program
- What to include and what formats to use
- Tools needed to make your program a success.

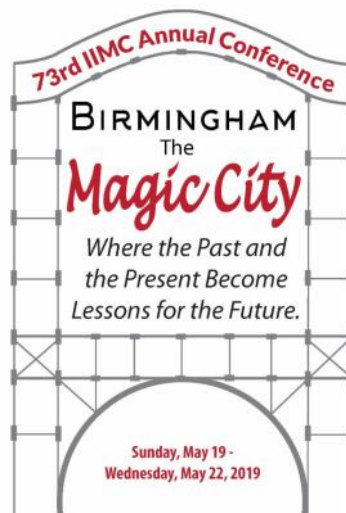
About the 73rd IIMC Annual Conference

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

2019 Annual Conference Registration is now open!

Register now for the four-day conference. Our Preliminary Program, Registration and housing are available online.

Make your Hilton Reservations today



**The Sheraton Hotel
and the Westin are
SOLD OUT**

**2019 Conference
Discounts [LINK.](#)**

CHECK OUT THE
**2019 Annual
Conference
Preliminary Program**
Now Available – [CLICK HERE](#)



Maryland Association of Election Officials

2019 Annual Meeting of the Membership

Tuesday, May 19 – Friday, May 24

Clarion Resort Fontainebleau Hotel

10100 Coastal Hwy, Ocean City, Maryland 21842

410.524.3535 – www.maeo.net



Fontainebleau Hotel
10100 Coastal Highway
Ocean City, MD 21842
P - 410.524.3535 / 800.638.2100
F - 410.524.3834
www.clarionoc.com

RESERVATION FORM

Please Print All Information

Maryland Association of Election Officials**May 21, 2019 - May 24, 2019**

ARRIVAL DATE: _____ DEPARTURE DATE: _____

In Party: Adults _____ Children (17 & under) _____

CHECK ROOM TYPE REQUESTED:

___ Queen/Queen \$135
___ Executive King \$135
___ Studio King \$165
___ Poolside Cabana \$185
___ \$135 1 Bedroom Condo Suite
___ \$185 2 Bedroom Condo Suite
___ \$245 3 Bedroom Condo Suite

Hotel room rates are per room per night, based on single or double occupancy.
There is a charge of \$15.00 per night for each additional adult per room.
Children 17 & under stay free in their parents' room using existing bedding
Condominium Suite rates do NOT include daily maid service.

All Rooms Are Non-Smoking

****ROOM TYPES BASED UPON AVAILABILITY****

(Rates are Subject to 10.5% Tax)

NAME _____ SHARING WITH _____

ORGANIZATION _____ TELEPHONE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

EMAIL _____

SPECIAL REQUESTS _____

**RESERVATIONS RECEIVED AFTER APRIL 20, 2019
WILL BE ON A SPACE & RATE AVAILABLE BASIS**

ADVANCE DEPOSIT

A one-night deposit is required to guarantee reservations at the Clarion Resort Fontainebleau Hotel. Credit cards will be charged for one night, plus tax, upon reservation request.

A) Enclosed is a check or money order for \$ _____

B) Please charge my credit card in the amount of \$ _____

Credit Card # _____ Expiration _____

Print name as it appears on credit card _____

Signature _____

NOTE: ONLY MAJOR CREDIT CARDS OR CASH ARE ACCEPTED AT CHECK-IN FOR SETTLEMENT OF ACCOUNT

CHECK IN 4:00 PM / CHECK OUT 11:00 AM*****NO REFUNDS FOR EARLY DEPARTURE******72 HOURS REQUIRED FOR CANCELLATION OR CHANGE**For further information, please contact our Reservations Department at 800.638.2100 or reservations@clarionoc.com

The Election Technical Committee of the
Metropolitan Washington Council of Governments (MWCOG) is pleased to present:

2019 Annual Metropolitan DC Election Officials Regional Conference

Friday, March 29, 2019 — 9 a.m. to 5 p.m.

1800 Limerick Street, Alexandria, VA 22314



Election Officials in the DC Metro area face unique challenges. Join us for this one day conference and discover new strategies for designing, implementing and assessing the important work of voter registration and elections.

Planning, Implementation and Evaluation of Election Programs:

Dr. Mitchell Brown, Professor of Political Science - Auburn University

Designing Materials Voters Understand: Center for Civic Design

Maggie Ollove, Civic Researcher

Suzanne Chapman, User Experience Generalist



Registration fee: \$70

Includes continental breakfast and lunch.

Register by March 14th

<https://tinyurl.com/COGEC032919>





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Feelin' Good in Salisbury

The City of Salisbury has an employee Wellness Committee tasked with educating City employees on behavior modifications which will reinforce healthier lifestyles while reducing health care expenses. This is done through City-sponsored Lunch & Learn programs, Healthy Cooking Classes, Exercise/Dance/Yoga Classes, and a variety of Wellness Challenges including an Annual Souper Bowl. The City held its 4th Annual Souper Bowl on Wednesday, January 30, 2019 where soups were judged in 3 categories—Health (50%), Taste

(30%), and Feasibility 20%). Health takes into account numbers for Calories, Fat, Sodium, and Cholesterol *per serving*. Taste speaks for itself. Feasibility is the ability to complete the recipe by the average person and how readily available/easily accessed are ingredients.



We are pleased to share the winning soup recipe for *Instant Black Bean Soup* submitted by *1st Place Grand Prize Winner* Anne Roane, the City Planner in Salisbury's Department of Infrastructure and Development.

-- D. Carter

Instant Black Bean Soup

Ingredients

- ◆ 2 (15 oz.) cans, no salt added-black beans, undrained
- ◆ ½ C. bottled salsa
- ◆ 1 T. chili powder
- ◆ 1 (16 oz.) can, fat free/less sodium-chicken broth
- ◆ ½ C. (2 oz.) shredded, reduced fat-sharp cheddar cheese
- ◆ 5 T. low fat-sour cream
- ◆ 5 T. minced green onions
- ◆ 2 ½ T. chopped fresh cilantro

Instructions

- ◆ Place beans and liquid in medium saucepan
- ◆ Partially mash beans with potato masher
- ◆ Place over high heat
- ◆ Stir in salsa, chili powder, broth
- ◆ Bring to a boil
- ◆ Ladle soup into bowls
- ◆ Top with cheese, sour cream, onions, cilantro

Sharing Professional Knowledge . . . and Ideas!



Maryland Municipal Clerks Association

Application for Membership • July 1, 2018—June 30, 2019

Name: _____ Title: _____

Municipality: _____

Mailing Address: _____

E-mail: _____ Phone: _____

Fax: _____ Renewal : _____ New Membership: _____

Mayor or Chief Elected Official Contact Information: _____

Basic Membership - \$50.00

(\$35.00 to MMCA dues, \$10.00 to the MMCA Scholarship Fund, and \$5.00 to the Region II Conference Fund)



Make checks payable to:

Maryland Municipal Clerks Association

Mail to:

City of Hyattsville
attn: Laura Reams, City Clerk
4310 Gallatin Street
Hyattsville, MD 20781

We're on the web!

<http://www.mdmunicipal.org> – go to Departments • Like Us On Facebook!