



# The Clerk Connection

Delaware Municipal Clerks Association

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MARCH 2019

## President's Message

*Christine Crouch, CMC*

In case you missed the Region II Conference in January we hosted, it was a huge success! I have had so many comments from attendees that the classes were great, the location was amazing, and it was all around fantastic. It's because of the hard work put in by so many of you that it turned out so well. I know you are busy, work long hours and have no time to spare, so I really want to pass along my deepest appreciation for your contributions. Way to go!

And to be filed under **REALLY BIG NEWS**, I am so excited to announce our very own **Terri Hudson** will be sworn in at the May conference as **Region II Director**! Terri has been the City Clerk with the City of Milford, DE since 1978 and is going to make an excellent Reg II Director! Please congratulate her and don't forget to connect with her on LinkedIn too!

A person always doing his or  
her best becomes a natural  
leader, just by example.

JOE DIMAGGIO  
New York Yankees Outfielder & Hall  
of Fame Baseball Player

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# Looking Ahead

## 50<sup>th</sup> Anniversary of Municipal Clerks Week

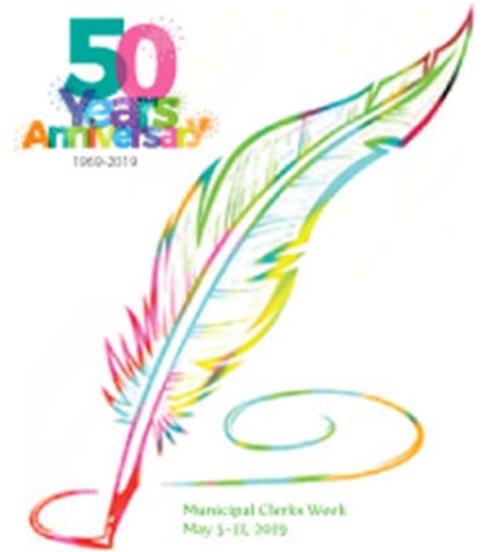
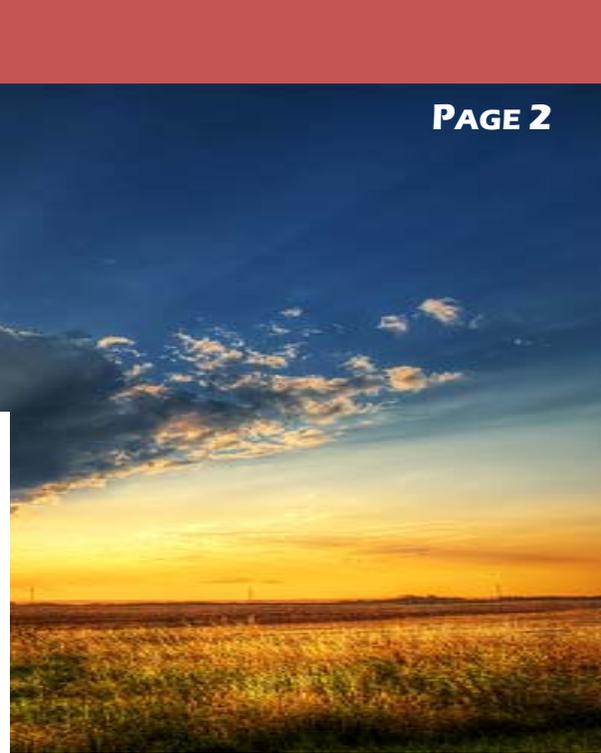
May 5 through May 11

In honor of the 50<sup>th</sup> Anniversary of Municipal Clerks Week, IIMC has produced an email icon for members to use as part of their email signature! (to the right of this paragraph) Also to help you promote the importance of the Clerk, IIMC has offered several promotional materials including a press release, sample proclamation, fact sheets, etc. [Take a look by clicking this link.](#) Lots of great info! I encourage everyone to have a proclamation prepared and presented!!

In other news, the DMCA Election will take place at our 03/21 meeting in Dewey Beach. It appears it won't be much of an election though as Diana Reed is the only member to express interest in remaining Treasurer. Thanks Diana!

The Audit Committee should be meeting soon to perform our annual audit and we will hear their findings in June at our Annual Organizational Meeting.

And as everyone will recall, March begins the annual Institute and Academy classes presented by the University of Delaware IPA. The program runs through April and is held on Fridays at the Kent County Levy Court Building in Dover.



## Academy vs Institute

### What's the difference?

In "Clerk speak", Institute classes are taken by those seeking their CMC and Academy classes are taken by those seeking their MMC. Academy classes should be more in depth and require knowledge a Clerk would have as a CMC. Now you know!



# On Point

May is coming quick! Have you [registered](#) to attend the **IIMC International Conference** in Birmingham, Alabama?!

Athenian Dialogues and Academy Sessions (extra points) will be held on Saturday, May 18 and Sunday, May 19.

The Welcome Party is scheduled for Sunday, May 19 and then its classes, classes, classes! Be sure to review the [preliminary program](#) for more information.

And don't forget to book your hotel! Currently the hotel accepting reservations is the [Hilton](#).

The *Give Back Charity* this year is the Greater Birmingham Humane Society.



*Know something you want to see in a future newsletter? Speak up!*

*Have a tip that might help others? Speak up!*

*All suggestions, questions, tips, ideas welcome. Send to [CCrouch@milford-de.gov](mailto:CCrouch@milford-de.gov)*



## MENTORING

*Successful people never reach their goals alone.*

## Mentor Program

If you have 15+ years of experience in your current position and are willing to mentor a DMCA member with less than 5 years of experience, please reach out to an officer and let them know.

We currently have members whom have expressed an interest in a mentorship.

# News to Know

## IIMC News

- On Monday, March 18, IIMC will email the Vice President election ballot and you will be able to vote through April 18.
- [IIMC Foundation](#), which raises funds to support the educational programs of IIMC, has launched a new website.
- Look for a new IIMC website to launch sometime in May or June of this year.
- A *Beyond the MMC* program is slated to begin in December and will be limited to 15 members; costs are TBD. More info to follow.



### Published for Clerks by Clerks!

If you have any great news to share, pictures to add or ideas for articles for the next edition, be sure to email them to Christine Crouch, City of Milford, [CCrouch@milford-de.gov](mailto:CCrouch@milford-de.gov).

See a correction in the newsletter? Please contact Christine Crouch, City of Milford, [CCrouch@milford-de.gov](mailto:CCrouch@milford-de.gov).

## SAVE THE DATE

03/21/19 DMCA Quarterly Meeting @ Dewey Beach, Time TBD

05/19/19-05/22/19 IIMC International Conference @ Birmingham, AL

06/20/19 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

09/19/19 DMCA Quarterly Meeting @ Milford, Time TBD

12/19/19 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

03/19/20 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

06/18/20 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

09/17/20 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

12/17/20 DMCA Quarterly Meeting @ **LOCATION**, Time TBD

**Interested in hosting a quarterly meeting?** Contact Christine Crouch at [CCrouch@milford-de.gov](mailto:CCrouch@milford-de.gov) and let her know!

# Officers and Committees

## Executive Committee:

- President** [Christine Crouch](#), CMC  
Deputy City Clerk, Milford
- Vice President** [Renee Bensley](#), CMC  
City Clerk, Newark
- Treasurer** [Diana Reed](#), CMC  
Administrative Assistant to the Town Manager, Elsmere
- Secretary** [Kelly Blanchies](#), CMC  
Clerk of Council, Harrington
- Past President** [Tracy Torbert](#), CMC  
Executive Secretary, Seaford

## DMCA Committees:

- Audit Committee
- Clerk of the Year Committee
- Education Committee
- Nomination Committee
- Region II Conference Committee
- Scholarship (CMC) Committee
- Scholarship (MMC) Committee
- Website/Facebook Committee

## Mission and Purpose

The purpose of this organization shall be to promote professional development through continuing education and networking opportunities of its members to use their abilities, talents and strengths in the proficient and effective delivery of local government services; and to promote the purposes defined in the Constitution of the International Institute of Municipal Clerks (IIMC), and by:

- Promoting cooperation among Municipals through the DMCA, through the interchange of experiences and methods of conducting their offices, to the end that each may profit from the experiences of others; and
- Cultivating and promoting a better understanding of the functions and responsibilities of the clerk;
- Gathering and disseminating information to improve the procedures and professional image of the clerk;
- Offering professional development opportunities for clerks;
- Promoting periodic conferences or meetings of Municipal Clerks through the DMCA and IIMC for discussion of problems, and by research to find solutions for same.