



Minute-By-Minute

Minute-By-Minute is the Monthly Newsletter of the

North Carolina Association of Municipal Clerks

September
2012



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Join NCAMC

Know a clerk or deputy clerk who wants to join NCAMC? For membership information, email committee chair Deeda W. Harris, CMC, NCCMC of Wake Forest at the following address:

dharris@wakeforestnc.gov

Now, join IIMC

If you have joined the North Carolina Association of Municipal Clerks and are wondering what else you can do to grow in your profession, you definitely need to consider joining the International Institute of Municipal Clerks. IIMC is the certifying arm for clerks worldwide. For more information go to the web-site:

www.iimc.com

President Worley's September Message:

CLERKS—the heart of the community

Dear Fellow Clerks,

First and foremost Thank You for allowing me to serve as your President of the Association.

This is the first year that the NCAMC's Annual Academy has had a theme attached to it, which I think turned out good. The program and education committee had a lot of fun working on a theme based academy. The theme for the annual academy was "Clerks – The Art of Calm in the Face of Chaos". Each session had a description that was related to a type of art. It was very educational to read the descriptions and learn new things about art. Also the program and education committee tried something different with the MMC Academy this year. The Academy was broken into two concurrent morning sessions and two concurrent afternoon sessions. Some of the other sessions included were The Ins and Outs of Lobbying, Legislative Updates, Public Comments and Improving Records Management. On Friday night the Clerk's evening event was held at Sawtooth School for Visual Arts. Before dinner eight classes were offered that allowed the Clerk's to participate in hands-on classes and create works of art which

they were able to take home. Some of the classes offered were getting creative with clay, paint like Picasso, photography without cameras, in the metals studio and art to wear. I think that everyone had a good time and created some beautiful works of art. I was very happy with the scarf that I made.

It takes a team effort to make the NCAMC Annual Academy a success. I would like to first say a big **THANK YOU** to the NCAMC committee members and the Host Clerk's for all of their time and resources they put forth to make this a successful event. I would also like to thank the NCLM staff, and Fleming Bell our advisor for their help. A special thanks to the vendors for sponsoring our events, and the IIMC representatives for their support of the NCAMC Association. As always the Academy was a success.

To end our Annual Academy on Saturday night the Association held its annual banquet with the installation of the new Officers for the upcoming year.

At our banquet Retired Past President Dee Hammond and recent retiree Frieda Van Allen were recognized as honorary

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President Worley Announces Committee Assignments

President Kim Worley, MMC of Franklinton was installed as NCAMC President during the banquet August 18th at the Association's Annual Academy in Winston Salem.

Serving with Worley, are the following officers: Dale Martin, MMC, Kernersville – 1st Vice President, Stephanie Kelly, MMC, Charlotte – 2nd Vice President, Becky Breiholz, MMC, Manteo – Recording Secretary, and John Phelps, NCLM – Secretary/Treasurer.

Board of Directors:

Region 1

District 1 – Joleath Chestnutt, Ahoskie

District 2 – Paula Webb, CMC, Swansboro

District 3 – Elaine Hunt, MMC, Clinton

Region 2

District 4 – Carol Barwick, CMC, Greenville

District 5 – Janie Burnette, CMC, Enfield

District 6 – D. Ann Gray, MMC, Durham

Region 3

District 7 – Melissa Adams, MMC, Fairmont

District 8 – Nancy Boyden, CMC, Midland

District 9 – Dora Moore, CMC, Rural Hall

Region 4

District 10 – Shirley Cannon, MMC, Lenoir

District 11 – Beth Usery, CMC, High Shoals

District 12 – Darlene Johnson, MMC, Spruce Pines

Committees

Finance/Budget Committee:

Linda Bethune, CMC, Caswell Beach, Chairperson
Rebecca Shuler, Highlands
Darlene Johnson, MMC, Spruce Pines

John Phelps, NCLM, Secretary/Treasurer
Advisor, Dale Martin, MMC, Kernersville, 1st Vice President

Legislative Committee:

Penelope "Penny" Spicer-Sidbury, CMC, Wilmington, Chairperson
Pamela Megill, Fayetteville
Cindy Ezzell, Harrells
Cynthia Richardson, Nashville
Joanne Floyd, CMC, Plymouth
Rhonda Webb, CMC, Spring Lake
Jim Byrd, Wilkesboro

NC League Committees:

TBA – The following clerks have submitted a volunteer application:
Joanne Floyd, Pamela Megill, Rhonda Webb, Cynthia Richardson, Karen Zones, Jeanne Giblin.

Penny Spicer-Sidbury serves as the designated NCLM representative and has one year left on her term.

Membership Committee:

Deeda Harris, Wake Forest, Chairperson
Debra McNeil, Parton
Jeanne Giblin, MMC, Morehead
Cindy Ezzell, Harrells
Dolly Jones, Greenville
Becky Warwick, Seaboard
Ester McCracken, Henderson
Pamela Megill, Fayetteville
Jane Smith, CMC, Ellerbe
Diana Schreiber, Greensboro
Jim Byrd, Wilkesboro
Ella Caudle, Hildebran
Kimberly Hensley, CMC, Laurel Park

Advisor, Stephanie Kelly, MMC, Charlotte

Nominating Committee:

Sherry Scoggins, MMC, Clayton
Immediate Past President, Chairperson
Carmen Miracle, MMC, Jacksonville, Past President
Penelope "Penny" Spicer-Sidbury, CMC Wilmington, Past President
Shirley Cannon, MMC, Lenoir
Alice Lloyd, CMC, Pittsboro At Large Member
Myra Heard, CMC, Salisbury, At Large Member
Advisor, Stephanie Kelly, MMC, Charlotte

Past President Committee:

Penelope "Penny" Spicer-Sidbury, CMC Wilmington, Chairperson
Sherry Scoggins, MMC, Clayton
Immediate Past President
Carmen Miracle, MMC, Jacksonville
Beverly Bigley, MMC, Indian Beach, Retired
Lisa Vierling, MMC, High Point
Janet Anderson, MMC, Franklin
Dianne Pierce-Tamplen, MMC, Elizabeth City, Retired
Eva Brown, MMC, Richlands, Retired
Wanda Elks, MMC, Greenville, Retired
Patricia "Pat" Brunell, MMC, Oak Island, Retired
Beth Hamrick, MMC, Mint Hill
Janice Thomas, MMC, Foxfire Village, Retired
Connie Spell, MMC, Hope Mills, Retired
Josanna Campanello, MMC, Saint James
Gail Smith, CMC, Raleigh
Mary Lou Todd, Garner Retired
Dolores "Dee" A. Hammond, MMC, Laurinburg, Retired

members of our association. Our Association then recognized Ms. Sue Rowland as the Clerk of the Year. Ms. Rowland was nominated for her hard work and dedication to her Community. Ms. Rowland's Mayor and Board were in attendance to see her receive this recognition.

The Association granted a total of four college scholarships with the collaboration of Municipal Code Corporation and American Legal Publishing. The scholarships were given to the following: Mary Elizabeth Casey, daughter of Pamela Casey; Christopher H. Kirkley, son of Tammy and T.V. Kirkley Jr, Victoria Parker, daughter of Stuart and Amy Parker and Rikki Crider, daughter of Susan Crider. I would like to express my thanks to Municipal Code Corporation and American Legal Publishing for joining with the Association to grant the scholarships.

Lastly at the annual Academy banquet was the installation of the Board of Directors and officers. This year the following NCAMC clerks from the odd numbered districts were sworn in for a two-year term:

Joleatha Chestnutt, Ahoskie
Elaine Hunt, MMC, Clinton
Jannie Burnette, CMC, Enfield
Melissa Adams, MMC, Fairmont
Dora Moore, CMC, Rural Hall
Beth Usery, CMC, High Shoals

The following were sworn in as the NCAMC officers for a one-year term:

Becky Breiholz, MMC, Manteo – Recording Secretary
John Phelps, NCLM – Secretary/Treasurer
Stephanie Kelly, MMC, Charlotte – 2nd Vice President
Dale Martin, MMC, Kernersville – 1st Vice President
Sherry Scoggins, MMC, Clayton – Immediate Past President
Kim Worley, MMC, Franklinton – President

I am one that does not like to do public speaking and my thoughts were running wild when I knew I was going to have to speak at the banquet. But as the day progressed and I had clerks to ask me if I was nervous about being sworn in, I thought about it and then I remembered what my dear wonderful friend Penny told me. She said Kimberly calm down and relax you

are among friends and family. After that I relaxed, because I knew what she was saying was true. It also was an honor to have my friend IIMC Past President Dyanne Reese swear me in.

Immediate Past President Sherry Scoggins has been a wonderful friend and mentor to me and I hope to be able to do the job as good as she did. Becoming "President" of the Association is a honor that the Association has bestowed upon me and I will do everything I can to make the Association proud.

My theme this year is Clerks: The Heart of the Community

I was still trying to decide on what my theme for the year was going to be, I had several that I liked. But after I came home from the hospital in April from having open heart surgery, I had a little bit of time to think..... It then hit me what I wanted my theme for the year to be. Clerks are the heart of the community. They are the ones that leaders and citizens in the community look to for answers and assistance. Most of the time when a citizen comes in for an answer the citizen will say, I knew to go to the clerk, she knows what the answer is or she will find it out. Hearts are special to me and mean so many different things.

While I was out of work and I was receiving cards, emails and phone calls from clerk's letting me know I was in their thoughts and prayers they were also asking what they could do to help me. I knew that the clerks were the heart of the association and they were there for me as a friend and colleague to help me anyway they could. I also received several calls and visits from citizens of my community to check on me and offering their help to me. It was a great feeling and it made choosing the theme easy for me.

As your President this year I hope to continue the professional networking and educational opportunities that the Past Presidents have set for the Association. I want each one of you to know that I am there for you. As you all are my Heart.

Clerks – The Heart of the Community

Kim Worley, MMC
President

Program/Education Committee:

Dora Moore, CMC, Rural Hall, Chairperson
 Lori Kopec, CMC, Duck
 Rhonda Webb, Spring Lake
 Regina Alexander, CMC, Southport
 Melissa Corser, CMC, Goldsboro
 Sheila Taylor, MMC, Littleton
 Jackie Hampton, Bolton
 Debra Talbert, Bald Head Island
 Trevie Adams, Roxboro
 Cynthia Richardson, Nashville
 Penelope "Penny" Spicer-Sidbury, CMC, Wilmington
 Leighanna Worley, Wilson's Mills
 Heather Reynolds, Oak Ridge
 Dorothy Miller, Salisbury
 Bonnie Williams, Stanley
 Karen Williams, CMC, Maggie Valley Sanitary
 John Phelps, NCLM – Ex-Officio
 Fleming Bell, SOG, Ex-Officio
 Advisor, Dale Martin, MMC, Kernersville, 1st Vice President

Publicity Committee:

Tammy Hatley, King, Chairperson
 Kelly Barber, CMC, Salisbury
 Laura Morton, Biscoe
 Donna Hosch, Apex
 Joanne Floyd, CMC, Plymouth
 Heather Birch, Oakridge
 Advisor, Stephanie Kelly, MMC, Charlotte

Scholarship Committee:

Kim Worley, MMC, Franklinton, President
 Dale Martin, MMC, Kernersville, 1st Vice President
 Stephanie Kelly, MMC, Charlotte, 2nd Vice President
 Sherry Scoggins, MMC, Clayton Immediate Past President
 Dora Moore, CMC, Rural Hall, Program and Education Chair
 Advisor: Fleming Bell, SOG

**2013 Site Selection Committee:
(Western)**

Darlene Johnson, MMC, Spruce Pines, Chairperson
 Nancy Henderson, CMC, Sugar Mountain
 Susan Powell, MMC, Mills River
 Karen Williams, CMC, Maggie Valley Sanitary
 John Phelps, NCLM, NCAMC Secretary/Treasurer

**2014 Site Selection Committee:
(Costal)**

Paula Webb, CMC, Swansboro, Chairperson
 Lori Kopec, CMC, Duck
 Cynthia Bennett, CMC, Washington
 Jackie Nicholson, CMC, Wallace
 John Phelps, NCLM, NCAMC Secretary/Treasurer
 Advisor, Stephanie Kelly, MMC, Charlotte 1st Vice President

**2015 Site Selection Committee:
(Piedmont/Central)**

Trevie Adams, Roxboro, Chairperson
 Sue Powell, MMC, Mills River
 Holly Doerr, Ashboro
 Linda Christopher, Whispering Pines
 John Phelps, NCLM, NCAMC Secretary/Treasurer
 Advisor, Stephanie Kelly, MMC, Charlotte 1st Vice President

Website Committee:

Karen C. Gray, MMC, Cary, Chairperson
 Jeanne Giblin, MMC, Morehead City
 Karen Wingo, CMC, Wingate
 Donna Hosch, Apex
 Anneissa Hyde, East Spencer
 Advisor, Stephanie Kelly, MMC, Charlotte 1st Vice President

WSOS (We Share Our Services)

Lisa Stites, Oak Island, Chairperson
 Carmen Miracle, MMC, Jacksonville
 Wendy Morton, CMC, LaGrange
 Barbara Sandling, Cedar Point
 Janet Pope, CMC, Laurel Park
 Advisor, Stephanie Kelly, MMC, Charlotte 1st Vice President

State Certification Committee:

Jayner Danner, CMC, Kernersville, Chairperson
 Karen Zones, CMC, Cape Carteret
 Leighanna Worley, CMC, Wilson's Mills
 At Larger Member appointed by Board of Directors
 Dale Martin, MMC, Kernersville –Ex-Officio
 Sherry Scoggins, MMC, Clayton, Immediate Past President, Ex-Officio
 Advisor, Fleming Bell, SOG

Video Conference/Constitution Review Committee:	Glinda Fox, CMC, Willimston
Joyce Walker, MMC, Lewisville, Chairperson	Bernice Cato, Sandyfield
Stephanie Kelly, MMC, Charlotte	Jackie Hampton, Bolton
Amy Harvey, Chapel Hill	Advisor, Dale, Martin, MMC, Kernersville, 1 st Vice
Joni Powell, MMC, Holly Springs	President
Joleatha Chestnutt, Ahsokie	
Advisor, Janet Anderson, MMC, Franklin	
Legacy Committee:	MORE Subcommittee:
Sue Powell, MMC, Mills River, Chairperson	Dianne Enoch, Elon Chairperson
Bernadette Parduski, MMC, Shelby	Andrea “Andy” Orbich, CMC, OWASA
	Janet Pope, CMC, Mooresville
	Glinda Fox, CMC, Willimston

NCAMC 2012-2013 Calendar of Events

September 14	Committee Meetings as Scheduled by Chairpersons Board of Directors Meeting NCLM Building, Raleigh, NC
October 22	Clerk’s Breakfast, NCLM Conference (NCLM Annual Conference, Charlotte, NC, Oct. 21-23)
December 14	Committee Meetings as Scheduled by Chairpersons Board of Directors Meeting NCLM Building, Raleigh, NC
January 16-18	IIMC Region 3 Meeting Embassy Suites, N. Charleston, SC
January 30 - February 1	New Clerks Academy & Institute Research Triangle Park, NC
March 8	Committee Meetings as Scheduled by Chairpersons Board of Directors Meeting NCLM Building, Raleigh, NC
March/April	Master Municipal Clerk Academies (Dates TBA)
April/May	One Day Regional School Academies (Dates TBA)
May 19-23	IIMC Annual Conference Atlantic City, NJ
June 14	Committee Meetings as Scheduled by Chairpersons Board of Directors Meeting NCLM Building, Raleigh, NC
August 14-17	Annual Conference Harrah’s, Cherokee, NC



Cyrus earns CMC Designation

Kelly L. Cyrus, Town Clerk for the Town of Atlantic Beach was notified June 28, 2012 by the International Institute of Municipal Clerks of her CMC designation. Kelly began her career with the Town of Atlantic Beach as Town Clerk in March, 2007. She joined IIMC and NCAMC immediately following her employment. Kelly was born and raised in Lynchburg, VA and moved to NC in 2007 when her husband, Wayne Cyrus, accepted the position of Police Chief for the City of Havelock.



News from around the Clerk's Association

We express our condolences to Holly Springs Clerk **Joni Powell** after the passing of her husband, Donald, on August 22. Please keep Joni and her family in your thoughts and prayers.

We also send condolences to Leland Town Clerk, **Carol Ann Floyd, MMC** on the passing of her cousin, Mildred "Millie" Hayes Ross. Please keep Carol Ann and her family in your thoughts and prayers.

We wish Lillington Clerk **Vickie Wilson** a speedy recovery from injuries she sustained in an auto accident on July 23.

Congratulations go out to first time grandmother and Swansboro Clerk **Paula W. Webb, CMC**. Little Miss Payton Olivia Webb was born on August 1, 2012.

Congratulations to **Doris Marion** on her upcoming retirement from the City of Saluda on September 6, 2012, after nearly 25 years of service. A retirement celebration will be held in her honor on Thursday, September 6, 2012, from 6:00—9:00 p.m. at the Party Place and Events Center in Saluda. An open invitation has been issued for any clerks who would like to stop by and wish Doris well.

Congratulations are also in order for **Linda S. Brown, CMC**, who has announced her retirement from the Village of Pinehurst which will be effective the latter part of December 2012 after 12 years of service.

*Long may you labor at something you love,
Awakening daily to passion and pleasure,
Blessed to find joy both in work and in leisure,
Obliged to move mountains you most want to move.
Remember that work is defined by the heart,
Delightful or not as the laborer chooses.
All life is a game that one wins or one loses,
Yielding what one would with will and with art.*

LABOR DAY





September 2012



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						¹ Dianne Berry Barbara Barrett
²	³ Stephanie Shaw	⁴ Roweena Sweezy	⁵ Elizabeth Jenkins	⁶ Kim Deason	⁷ Mary Jackson	⁸ Tammy Kellis Bobbie Broady
⁹ Lynn McKinnie	¹⁰ Jane Smith	¹¹ Sandra Sartom Patriot's Day	¹² Mary Lou Todd Paula Webb	¹³	¹⁴ Jean Bailey Nancy Bowden Phyllis Lowery Kim Mayo NCAMC Board of Directors & Committee Meetings	¹⁵ Joleatha Chestnut
¹⁶ Pamela Pate	¹⁷	¹⁸	¹⁹ JoAnne Gentry Wendy Gilliam	²⁰ Georgia Evangelist	²¹ Bobbie Jordan Sharon Gordon	²² Autumn Begins
²³ Al Matthews ³⁰ Sherry Hicks	²⁴	²⁵ Lori Williams Elizabeth Cox	²⁶ Adora Alford Janet Hill	²⁷ Genie Russell	²⁸ Brenda Clark Nancy Jenkins Rosh Hashana	²⁹ Debra Holmes Nancy Henderson