



# Minute-By-Minute

Minute-By-Minute is the Monthly Newsletter of the

North Carolina Association of Municipal Clerks

July  
2014

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## President Martin's July Message:

### WE ARE BEACH BOUND!



I hope you all have your plans in place for this year's NCAMC Annual Summer Academy, August 21-23, 2014. While it's a good problem to have, nonetheless, having a large attendance this year has presented some challenges. Be assured that the Board, Program & Education Committee, Sylvia Holleman and area Host Clerks along with John Phelps and Athena Banks from the NCLM are working hard to overcome those challenges.

## Join NCAMC

Know a clerk or deputy clerk who wants to join NCAMC? For membership information, email committee chair Jim Byrd, CMC, NCCMC of Wilkesboro at the following address:

[jbyrd@wilkesboronorthcarolina.com](mailto:jbyrd@wilkesboronorthcarolina.com)

## 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 website:

[www.iimc.com](http://www.iimc.com)

If you would like to submit an article of interest for the newsletter, email committee chair Tammy Hatley, MMC, NCCMC of King at the following address:

[thatley@ci.king.nc.us](mailto:thatley@ci.king.nc.us)

The past two years, the Program & Education Committee has adopted a theme for our summer academy. This year's theme is Clerks: Pearls of the Community – The Hidden Treasure. What a great theme for a conference along the coast. By now, you have seen the program with a description of the sessions that will be offered this year. The Program & Education Committee, John Phelps and Trey Allen have all worked very hard securing speakers for topics that will provide us with a very worthwhile learning experience. Full attendance at all sessions is mandatory to receive credit towards your CMC/MMC and the NCAMC certifications. A total of 6.75 points or 13.5 hours will be awarded for your attendance. The P&E Committee has also worked diligently on recruiting vendors. Our vendors are so very important. If we did not have vendors attend and help offset the cost for the conference, registration fees would be significantly higher. Please make the effort to visit our vendors, thank them for coming to the conference and for providing us Clerk's the support we need to do our jobs. If your municipality is in need of a product or service, please reach out to our Vendors to see what you can learn from them.

If you will recall at the January Clerk's Academy, we held a session on the various volunteer opportunities within the NCAMC. In this summer's academy, the Past President's Committee will host an "orientation" type session for new board members and officers. This session will also be open to any Clerk interested in serving on the Board. Your Past Presidents are excited about sharing their experiences and knowledge with you about serving the Association and on the Board of Directors. All Clerks nominated for the Board of Directors are strongly encouraged to attend. All are welcome! The time and location of this session will be noted on the program agenda.

This whole Academy is packed with exciting events. Don't forget we will be honoring and recognizing Fleming Bell at our lunch on Friday, we have the Friday night dinner cruise and the banquet on Saturday evening with the installation of your new Officers and Directors. You won't want to miss a thing! So start packing that suitcase, August will be here before you know it.

In addition to finalizing plans for the summer academy at the June 13<sup>th</sup> Board meeting, the Board approved the budget for 2014-15, approved the annual Affiliate Agreement with the NCLM for the services they provide to the Association, approved amendments to the State Certification brochure and guidelines, approved a request for proposals to upgrade the NCAMC website and accepted the following slate of Officers & Directors for 2014-15 as recommended by the Nominating Committee.

Recording Secretary: Elaine Hunt, City of Clinton

Second Vice President: Dora Moore, Town of Rural Hall

District Directors: Odd Districts

District 1: Michelle Gray, Town of Nags Head

District 5: Pamela Casey, City of Rocky Mount

District 9: Myra Heard, City of Salisbury

District 3: Jackie Hampton, Town of Bolton

District 7: Melissa Adams, Town of Hope Mills

District 11: Amy Miller, City of Mount Holly

In succession: President: Stephanie Kelly, City of Charlotte

First Vice President: Jeanne Giblin, Town of Morehead City

Immediate Past President: Dale Martin, Town of Kernersville

The membership will vote on the Officers at the Business Meeting on Saturday, August 23<sup>rd</sup>.

Once again, I want to remind you to bring items for both the Silent Auction and door prizes with you to Wrightsville Beach. Bid sheets for the silent auction items will be available prior to the conference and at the registration desk. Door prizes are of nominal value and should be wrapped or in a gift bag. Don't forget to include your business card so the lucky winner will know who to thank for the gift.

As always, thank you for your support. This Association is one of the largest and strongest organizations in the State and it's all because of YOU. I can't wait to see you all in August!

Dale Martin, MMC, NCCMC

NCAMC President

Clerks: Working in Harmony



# ASHEVILLE IN THE SUMMER

By Maggie Burleson, MMC, NCCMC  
District XII Director



Many people think of Asheville as home of the Biltmore Estate, the former Bele Chere Festival, or the Grove Park Inn. But Asheville is known for many, many other pleasant experiences. Take for instance the outstanding outdoor recreation and outdoor adventures in western North Carolina - you can enjoy mountain biking or hiking. For water activities, how about whitewater rafting, paddling a river, fishing in a remote stream, wading in a creek, or take pleasure in the many natural waterslides and waterfalls.

If you're not into outdoor recreation, Asheville has a rare downtown, filled with one-of-a-kind shops and galleries that feature a unique mix of locally-owned establishments. You can sip a cup of coffee at one of our locally-owned coffee shops; listen to live music at a local club or stop by downtown Pritchard Park on a Friday night and listen to the Asheville Drum Circle; go on an art walk; sample some local produce products from the tailgate market; enjoy some tasty non-traditional foods spotted throughout Asheville from mobile food trucks; visit our unique galleries that specialize in custom jewelry, quilts, furniture, etc.; enjoy an ethnic or exotic meal at one of our independent restaurants; take a historic trolley or LaZoom comedy tour through downtown; splash around Pack Square Park in the new interactive water feature; or simply people-watch.

Named Beer City USA, Asheville has more microbreweries per capita than any other City. Our local brews consist of Highland Brewing Company, Pisgah Brewing, Asheville Brewing Company and French Broad Brewing Company. Plus, we have regional favorites Sierra Nevada and SweetWater Brewing. Free tastings allow you to sample locally cold, refreshing brewed beer and hand-selected vintages.

For those that are interested in antiques, there is no place quite like Asheville. You can begin with the Antique Tobacco Barn featuring 77,000 square feet of filled up space and 75 dealers down to one of our many other antique shops that are scattered throughout the City. They range from classy to quaint and quirky to everything in between.



## 4th of July fun facts and trivia:

- Benjamin Franklin wanted the turkey to be the national animal but was outvoted when John Adams and Thomas Jefferson chose the bald eagle.
- Over an estimated 150 million hot dogs will be consumed today. That's roughly 1 dog for every two people in the U.S.
- Oddly, the majority of the nation's flags and patriotic paraphernalia in relation to the 4th of July is produced in China. Nearly \$349 million dollars are used each year to import in the flags, banners, decorations, and emblems.
- The first 4th of July party held at the White House was in 1801.
- The 4th of July was not declared a national holiday until 1941.
- The national anthem is actually set to the tune of an old English drinking song called To Anacreon in Heaven.
- John Hancock was the only person to actually sign the Declaration of Independence on July 4, 1776. The other 55 signers did not sign it until August 2nd or even later.
- The youngest signer of the Declaration of Independence was 26-year-old Edward Rutledge. The oldest signer was Benjamin Franklin. He was 70. Most of the signers were in their 30s and 40s.
- When the United States became a country, there were approximately 2.5 million people living in the country. Today the population is around 304 million. Bristol, Rhode Island has the oldest, continuous 4th of July celebration dating back to 1785.

## The following events happened on July 4th:

- Three U.S. presidents have died on July 4th. Both Thomas Jefferson and John Adams died on July 4, 1826, the fiftieth anniversary of the signing of the Declaration of Independence. Five years later, James Monroe died on July 4, 1831.
- Alice's Adventures in Wonderland was published on this date in 1865.
- Calvin Coolidge is the only U.S. president born on the 4th of July. He was born in 1872.
- Ann Landers and twin sister Abigail VanBuren, both advice columnists, were born on July 4, 1918.
- Marie Curie, the only woman to win two Nobel Prizes and the only person to win two in two different science fields, died on July 4, 1934.

Praise the Lord! Your prayers along with the prayers from Cody's many followers were answered when he had his second MRI on Monday and the scans were CLEAN!!!!!!!!!! YES, no signs of the tumor that was left or any other tumors.

Cody has to have a new chemo port due to a staph infection in the blood stream and the picc line collapsing that was put in after removing his chemo port. He is scheduled for surgery Thursday and will begin his third chemo treatment on Friday. The chemo treatments have been very hard on him but he somehow manages to tolerate them. He is truly a super hero as he struggles to defeat this devastating disease.

Chris, Tina, Cody and Hunter are forever grateful for the love, prayers and kindness my sister clerks have shown them. Just last week he received four cards from the "girls"!

Please continue praying that God's healing hand will touch his little body and those who are traveling down this same road. We know that He is the Great Healer and trust in His word.

From the "Nana" to my sister clerks, I am humbled to be a part of such an elite group and am eternally grateful for everything you have done for my son's family. "Friends are quiet angels who lift us to our feet when our wings have trouble remembering how to fly". Thanks for being my wings for the past six months.

Thanks,  
Brenda



Here is Cody's graduation picture from Kindergarten to first grade. He was unable to attend but graduated with honors!

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# Hatley earns MMC Designation

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North Carolina Clerk, Tamara H. Hatley has received the International Institute of Municipal Clerks' highest honor, a Master Municipal Clerk (MMC) designation.

Tamara H. Hatley, MMC began her career with the City of King in 1998 as Deputy City Clerk/Planning Department Administrative Assistant. She was promoted to the position of City Clerk in October 2006.

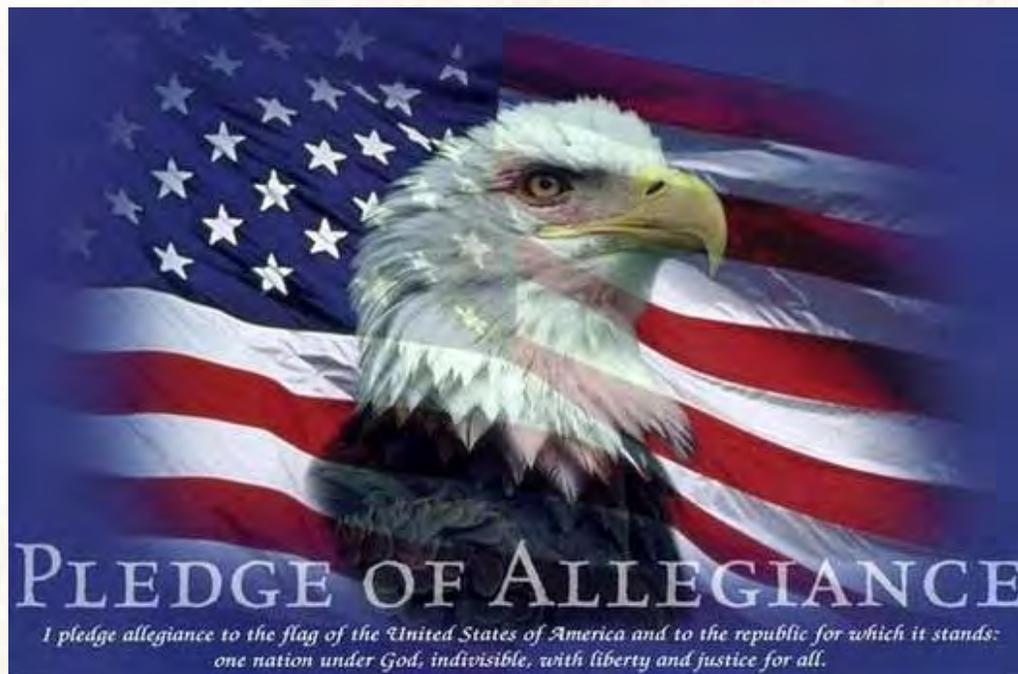
Tammy was notified by IIMC on June 11, 2014, that she had received her MMC. She obtained her Certified Municipal Clerk designation in 2001 and has been a member of both the North Carolina Association of Municipal Clerks and IIMC since 1999.

Congratulations to Tammy for achieving her MMC designation!



## News from around the Clerk's Association

- ▽ Please keep **Vickie Wilson**, Clerk for Town of Lillington in your prayers following the loss of her Father, Charles Edwin Bain.
- ▽ Congratulations to **Sue Rowland**, on her upcoming retirement effective August 1, 2014, after 22 years of service to the Town of Cary.





# JULY



# Birthday Calendar

1 Janice Sherlock  
Erinn Nichols

15 Paige Deal

2 Carolyne Sigmon  
Dale Martin

16 Anita Taylor  
Jondeen Terry  
Renee Phillips

3 Cathy Maness  
Doris Marion

17 Sandra Harper  
Sheila Taylor

4 **Independence Day**  
Barbara Sandlin



18 Tangi Williams  
Sonja Gaskins

5 Vickie Mercer  
Eva Broan

19 Heather James

6 Dianne Gallimore

21 Lynn Morris  
Patricia Williams  
Connie Sorrell  
Peggy Carver

7 Karen Park  
Cindy Burchett  
Gwendolyn Swinney

22 Carolyn Lampe  
24 Andrea Orbich

9 Lisa Anglin  
Lynn Whitlock  
Catherine Parker

25 Joyce Wilson  
Glinda Fox  
Judie Mackie  
Alice Sanders

10 Glinda Daniels  
Linda Booth  
Joni Powell  
Mozelle Lindgafelt  
Shirley Cannon  
Allison White

26 Paulette Bowers  
27 Cynthia Patterson  
29 Juanita Cooper

11 Angel Hudson

30 Lisa Perdue  
Alexis Greer

14 Karen Price

31 Kimberly Davis  
Wanda Elks



*Happy 4th of July*

## Supplies:

## DIY Firework Shirts

- shirts – I had white, but I think blue and red would look great too
- fabric paint – I had red, blue, silver and gold glitter
- pipe cleaners
- Paper
- Large paper plates



## Instructions:

1. Start with three or four pipe cleaners. Fold them in half – they don't have to be even and actually look better if they aren't. Twist in the center to join and make a handle.
2. Spread out the pipe cleaners into an octopus shape. You will want one pipe cleaner stamp for each color you are using.
3. Place a piece of paper in between the shirt so the paint doesn't bleed through to the back.
4. Squirt the paint in the plates and press the pipe cleaner stamp onto the plate and get a good amount of paint on it. Press on the shirts where you want the fireworks to be. Pick up the stamp and rotate a little and stamp again. Then just repeat with the rest of the cleaners.
5. After you have all the paint on you want, just let them dry with the paper still inside

# Layered Cornbread Salad



## INGREDIENTS

- 1 (6-8 oz.) pkg. cornbread mix, cooked according to package instructions and cooled
- 2 cups mayonnaise
- 3 tsp. chili powder
- 1/2 tsp. salt
- 2-3 Tbsp. freshly chopped cilantro, optional
- 1/2 head torn iceberg lettuce
- 1 (14 oz.) can shoepeg or yellow corn, drained
- 1 (14 oz.) can black beans, rinsed and drained
- 6 Roma tomatoes, chopped
- 1/2–3/4 cup finely chopped red onion
- 2 cups shredded cheese (Colby jack, Mexican blend, cheddar, etc.)

## DIRECTIONS

Crumble cornbread into fine crumbs; set aside. Stir together the mayonnaise, chili powder, salt, and chopped cilantro, if desired. In a 4-quart glass bowl or trifle dish, place half of the lettuce, then sprinkle with half of the cornbread crumbs. Spread half of the mayonnaise mixture on the cornbread layer. Layer half each of the corn, black beans, tomatoes, onions, and cheese. Repeat layers with remaining ingredients. Refrigerate for 2 hours before serving.



## INGREDIENTS

- 2 tablespoons soy sauce
- 1 tablespoon and 1-1/2 teaspoons light brown sugar
- 1 tablespoon and 1-1/2 teaspoons distilled white vinegar
- 1/4 teaspoon garlic powder
- 1/4 teaspoon seasoned salt
- 1/4 teaspoon garlic pepper seasoning
- 1/4 cup lemon-lime flavored carbonated beverage
- 1 pound beef sirloin steak, cut into 1 1/2 inch cubes
- 1 green bell pepper, cut into 2 inch pieces
- 1/4 pound fresh mushrooms, stems removed
- 1 cup cherry tomatoes
- 1/2 fresh pineapple - peeled, cored and cubed

## DIRECTIONS

1. In a medium bowl, mix soy sauce, light brown sugar, distilled white vinegar, garlic powder, seasoned salt, garlic pepper seasoning, and lemon-lime flavored carbonated beverage. Reserve about 1/2 cup of this marinade for basting. Place steak in a large resealable plastic bag. Cover with the remaining marinade, and seal. Refrigerate for 8 hours, or overnight.
2. Preheat grill for high heat. Thread steak, green peppers, mushrooms, tomatoes, and pineapple onto skewers in an alternating fashion. Discard marinade and the bag.
3. Lightly oil the grill grate. Cook kabobs on the prepared grill for 10 minutes, or to desired doneness. Baste frequently with reserved marinade during the last 5 minutes of cooking.



## Grilled Sirloin Kabobs.

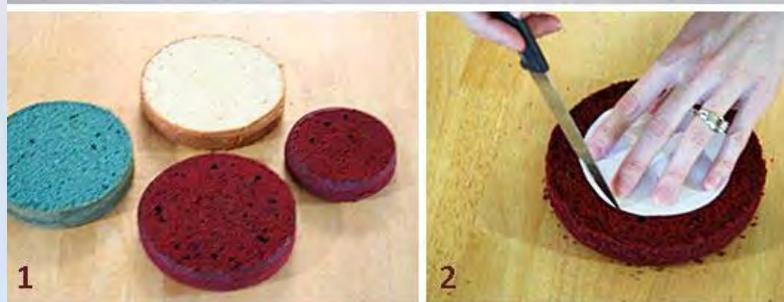
Yield: 4 servings,  
Can be increased or decreased as needed

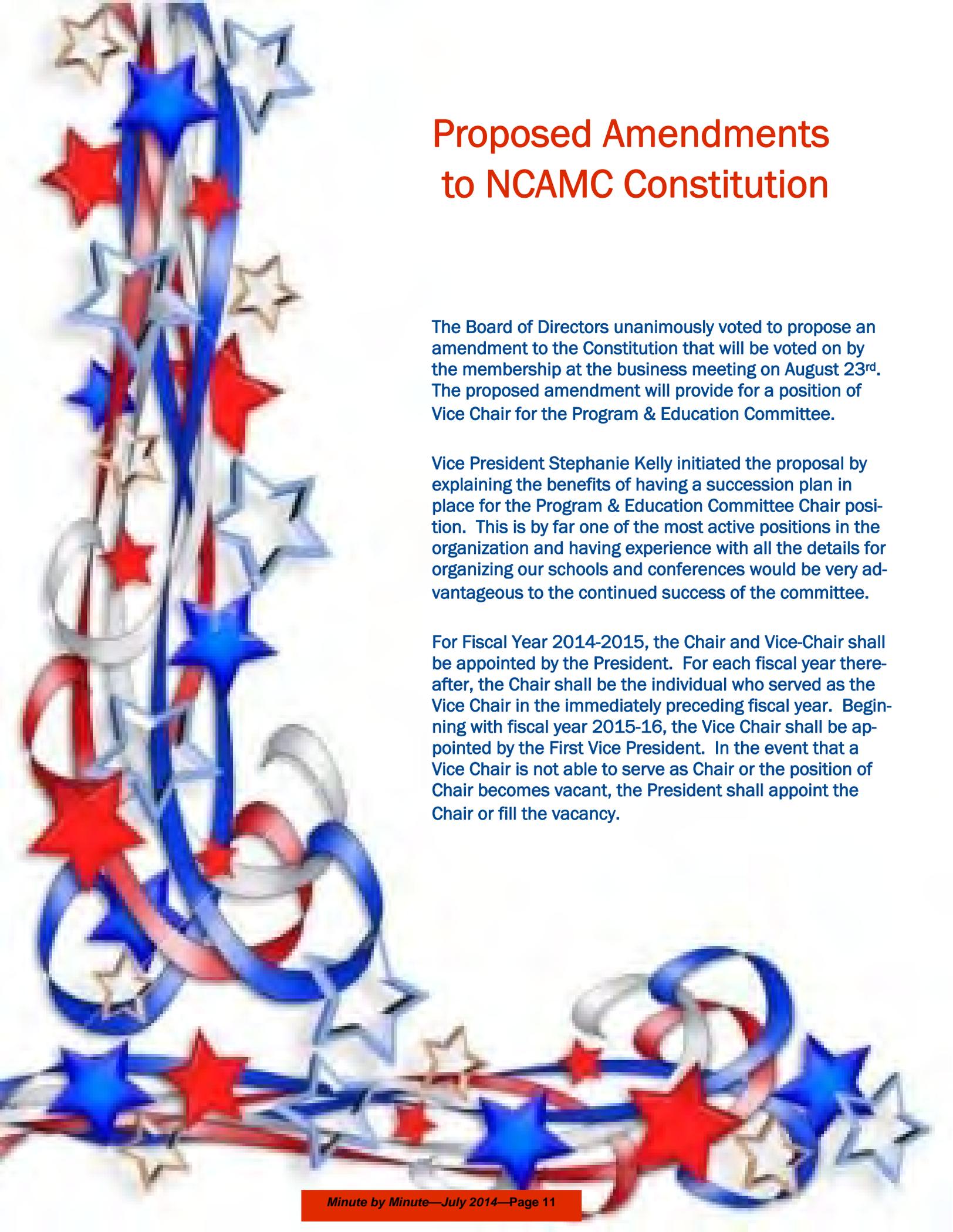
# INGREDIENTS

- 3 Packages of White Cake Mix
- 9 egg whites
- 1 Cup vegetable oil
- 3 3/4 cups of milk
- 2 Tbsp. clear vanilla extract
- 2 Tbsp. red food coloring
- 2 Tbsp. blue food coloring
- 1 Cup white chocolate chips
- 2 containers of white icing

# DIRECTIONS

1. Preheat oven to 350 degrees F (175 degrees C). Grease and line 4 8-inch round cake pans with parchment paper.
2. Combine white cake mix, egg whites, vegetable oil, milk, and vanilla extract in a large mixing bowl. Beat for 30 seconds using an electric mixer on low speed. Increase mixer speed to medium and beat for 2 more minutes. The batter will still be slightly lumpy.
3. To make the red cakes, measure half the batter into a separate bowl and whisk in red food coloring. Evenly transfer the red batter into 2 of the 8-inch prepared cake pans; smooth tops of batter with a spatula. Transfer half of the remaining uncolored batter into a 3rd prepared cake pan; smooth top as before. This will be the white cake portion.
4. Add blue food coloring to the remaining uncolored batter in the large mixing bowl; fold 1 cup white chocolate chips into blue batter until combined. Transfer batter to remaining prepared 8-inch cake pan; smooth top of batter with a spatula.
5. Bake all 4 cakes in the preheated oven until a toothpick inserted into the center of each cake comes out clean, about 30 minutes. Remove the cakes from oven and place onto cooling racks until cooled completely.
6. Run a knife around edge of each cooled cake. Invert cakes, remove pans, and peel off parchment paper. Use a sharp knife to trim tops of cakes flat and even.
7. Cut both of the red cake layers and the white cake layer in half horizontally. You will have 4 thin red cake layers and 2 thin white cake layers.
8. Place a 4-inch round stencil on top of 1 thin red cake layer; cut out a 4-inch red cake round. Repeat, placing stencil on 1 thin white cake layer to make 1 4-inch white cake round. Center the 4-inch round stencil on the blue cake; cut out and remove center portion covered by the stencil to make a blue cake ring.
9. To assemble the cake, you will need 2 thin 8-inch red cake layers, 1 thin 8-inch white cake layer, 1 4-inch thin red cake circle, 1 4-inch thin white cake circle, and 1 blue 8-inch cake ring.
10. To assemble cake, place 1 8-inch thin red cake layer on a cake plate and frost the top generously with white frosting. Place the thin 8-inch white cake layer on top of the red one, and frost the top. Place remaining 8-inch thin red cake layer atop the white one. Frost the red layer.
11. Place the blue ring cake on top of the 2nd red cake layer and carefully frost the inside of the blue cake ring. Gently fit the 4-inch white cake layer into the blue cake ring. Frost the top of the 4-inch white center. Place the 4-inch red cake layer on top of the white one. Gently press small cake circles flush with the top of the blue ring.
12. Frost the entire outside of the cake generously with the remaining frosting.



A decorative graphic on the left side of the page features a vertical arrangement of stars and ribbons. The stars are in red, blue, and white, and the ribbons are in red, white, and blue, creating a patriotic theme. The graphic is positioned on the left side of the page, extending from the top to the bottom.

## Proposed Amendments to NCAMC Constitution

The Board of Directors unanimously voted to propose an amendment to the Constitution that will be voted on by the membership at the business meeting on August 23<sup>rd</sup>. The proposed amendment will provide for a position of Vice Chair for the Program & Education Committee.

Vice President Stephanie Kelly initiated the proposal by explaining the benefits of having a succession plan in place for the Program & Education Committee Chair position. This is by far one of the most active positions in the organization and having experience with all the details for organizing our schools and conferences would be very advantageous to the continued success of the committee.

For Fiscal Year 2014-2015, the Chair and Vice-Chair shall be appointed by the President. For each fiscal year thereafter, the Chair shall be the individual who served as the Vice Chair in the immediately preceding fiscal year. Beginning with fiscal year 2015-16, the Vice Chair shall be appointed by the First Vice President. In the event that a Vice Chair is not able to serve as Chair or the position of Chair becomes vacant, the President shall appoint the Chair or fill the vacancy.