

2011 City Clerk/Finance Officer of the Year Nominations Sought

The City Clerk and Municipal Finance Officers Association of Kansas (CCMFOA) is currently seeking nominations for the 2011 Mildred Vance City Clerk/Finance Officer of the Year award. This prestigious award is presented each year to a nominated city clerk or finance officer who has made significant contributions to the state association, the profession, and to their city.

To be eligible for the award, nominees must: (1) be a current Kansas city clerk or finance officer who has held the position for at least three years; (2) be a member of CCMFOA for at least three years; and (3) have attained the status of Certified Municipal Clerk (CMC) or have received the GFOA Certificate of Achievement in Financial Reporting. Nominations may be submitted by fellow city clerks, mayors, councilmembers, city managers/administrators, or fellow employees.

This award was named in honor of Mildred Vance, former auditor and City Clerk/Municipal Finance Officer of Parsons, Kansas, who served her community from 1948 to 1988. Mildred was instrumental in developing and promoting professional education programs for city clerks and finance officers at the state and national levels, and was one of the first 100 clerks to receive a CMC award in 1972. Mildred was later accepted into the Academy for Advanced Education and served as a director to the International Institute of Municipal Clerks (IIMC). She strongly believed that city clerks and finance officers should contribute to their communities, and she unselfishly gave her time and talents in church, community and civic activities.

The recipient of the award will be announced at the annual CCMFOA Spring Conference in Wichita in March 2011. The award will be presented at the annual League of Kansas Municipalities Conference in October 2011.

If you know or work with a city clerk or finance officer who is deserving of recognition and meets the above criteria, please contact Cheri R. Peine, City Clerk, Oswego, KS for a nomination form. Fax: (620) 795-4873; Phone: (620) 795-4433; Email: cpeine@oswegoks.com. Applications are due January 1, 2011.

**CITY CLERKS AND FINANCE OFFICERS OF KANSAS
MILDRED VANCE CITY CLERK/FINANCE OFFICER OF THE YEAR
AWARD**

Nominee's Biographical Information

Name of Nominee _____

Title _____

Office Address _____

City _____

Spouse's Name (if applicable) _____

Children's Names and Ages (if applicable) _____

Nominator's Information

Name _____

Office Address _____

City _____

Phone Number (include area code) _____

Best time to call _____

Publicity Information

Please list names and addresses of newspapers, radio stations, public officials, etc. to whom the announcement of this nomination, if awarded, should be sent.

Judging Standards

1. Summary of why nominee should be selected to receive award.	10
2. Service and contributions to the City Clerk and Municipal Finance Officers of Kansas including Officer/Director/Chairperson/Committee.	25
3. Contributions to the Profession.	10
4. Contribution to community and/or municipal government	10
5. Professional development/education/training.	10
6. General information (honors, awards, education, civic memberships)	<u>10</u>
TOTAL POSSIBLE POINTS	75

**CITY CLERKS AND FINANCE OFFICERS OF KANSAS
MILDRED VANCE CITY CLERK/FINANCE OFFICER OF THE YEAR**

Nomination Form

1. SUMMARY FOR NOMINATION:

In 500 words or less, please describe why you believe this nominee should be selected to receive the Mildred Vance City Clerk/Finance Officer of the Year Award.

CITY CLERKS AND FINANCE OFFICERS OF KANSAS
MILDRED VANCE CITY CLERK/FINANCE OFFICER OF THE YEAR

6. List or describe any honors, awards, achievements, or memberships in other organizations, which contribute to the outstanding qualifications of the nominee. (Attach additional page if necessary.)

7. Certification.

I hereby certify to the best of my knowledge and belief the foregoing information is true and correct and I offer this person as a nominee for the Mildred Vance City Clerk/Finance Officer of the Year Award.

DATE _____ Signature of Nominator _____

