

2025 OUTSTANDING CLERK AWARD Nomination Form

Deadline for receipt of completed nomination: January 15, 2025

Minimum Requirements:

- City Clerk or Finance Officer for a municipality in the State of Missouri, serving at least five (5) years.
- Active, participating member of the Missouri City Clerks and Finance Officers Association for at least five (5) years.
- Have attained the Missouri Registered City Clerk (MRCC) or the IIMC Certified Municipal Clerk (CMC) designation.

NOMINEE'S BIOGRAPHICAL INFORMATION:

Name of Nominee:
Title: Date Appointed:
Municipality Name and Address: Class of City and Population:

NOMINATOR INFORMATION:

Name/Title:	Phone Number:
Office Address: (if different from municipality address above)	Best Time to Call:

PUBLICITY INFORMATION:

List the names and addresses of newspapers, radio stations, public officials, etc. to whom the announcement of this nomination and/or award should be sent. (attach additional pages if necessary)

Name:	Address:
Name:	Address:
Name:	Address:

NOMINATION FORM

1. Summary of reason for nomination:	<i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i>
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In 500 words or less, describe why you believe this nominee should be selected to receive the Outstanding City Clerk Award.

<p>2. List or describe the nominee’s service and/or contributions to the Missouri City Clerks and Finance Officers Association. List all offices, chairmanships and committees, or special projects served in the State Association. Please contact Melissa Mattson at mmattson@albanymo.net to acquire committees or offices served.</p>	<p><i>FOR JUDGES ONLY: 25 POINT MAXIMUM Points Awarded:</i></p> <hr/>
<p>3. List or describe the nominee’s service and/or contribution to his/her local division (SW, SE, Central, etc.) of Missouri City Clerks and Finance Officers Association. List all offices, committees, or special projects in the local district (attach additional pages if needed). Please contact Melissa Mattson at mmattson@albanymo.net to acquire committees or offices served.</p>	<p><i>FOR JUDGES ONLY: 25 POINT MAXIMUM Points Awarded:</i></p> <hr/>

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<p>4. List or describe any contribution(s) made by the nominee to the profession, including papers written or published, major legislation developed, and/or individual service to other professional associations such as IIMC (International Institute of Municipal Clerks, GFOA (Government Financial Officers Association), etc. (attach additional pages if needed).</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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<p>5. List or describe any contributions made by the nominee to his/her own local community and/or municipal government (attach additional pages if needed). Example: if served on community boards, assisted local activities, local chamber, etc...</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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<p>6. List or describe any efforts made by the nominee to enhance his/her professional development. Such things may include, but not limited to: MRCC or MPCC status, CMC or MMC status, Certified Government Financial Manager, attendance at MML or municipal clerk/finance officers seminars or conferences, college course work, or degree in clerk/finance related field, adult education classes; training seminars or workshops conducted by state agencies or departments etc. (attach additional pages if needed)</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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<p>7. List or describe any honors, awards, achievements, or memberships in other organizations, which contribute to the outstanding qualifications of the nominee. (attach additional pages if needed)</p>	<p><i>FOR JUDGES ONLY: 10 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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Date:	Signature of Nominator:
	Printed Name of Nominator:

PLEASE NOTE: NOMINATING FORMS WILL BE ACCEPTED ELECTRONICALLY AND MUST BE RECEIVED BY THE COMMITTEE CHAIRMAN NO LATER THAN JANUARY 15, 2025.

<p>Please Submit to: LaRette Reese, City Clerk City of University City lreese@ucitymo.org 314-505-8605</p>	<p><i>FOR JUDGES ONLY: TOTAL POINTS 100 POINT MAXIMUM Points Awarded:</i></p> <hr/>
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