

The Clerk's Docket

Winter, 2013

Georgia Municipal Court Clerks' Council Newsletter

2012-2013 Officers

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Karen Fricke
Chattahoochee Hills

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Gwinnett

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Duluth

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PRESIDENT'S MESSAGE

Karen Fricke, President

As 2013 begins, I want to wish you all a happy and prosperous new year. The past year has been fraught with changes and challenges to our organization. Over the summer and fall, several of our board members have left the Municipal Court field, and resigned their positions with our group. In November, we reorganized and recruited some energetic and wonderful new officers. We stand ready to lead this organization into a busy and challenging new year.

GMCCC was founded with the following goals and objectives:

—To always support the goals and objectives of the Council of Municipal Court Judges of Georgia and the Georgia Municipal Courts Training Council;

—To serve as a conduit to State organizations and among courts;

—To offer training and educational opportunities;

—To promulgate professional and ethical standards;

—To provide the courts access to performance qualification standards and evaluation procedures, and best practices in court operations and accounting procedures.

Your Board stands ready to take the lead in 2013 to ensure the growth and success of our Organization; to assist our members from all areas across the State; and to provide information to all of our Clerks about our programs and training opportunities.

This newsletter is the first step in that direction. We hope that you will enjoy it, and feel free to contact any of our board members with any questions or concerns you may have.

As always, please utilize our list serve as any need arises. Also, keep an eye on the website - <http://www.gmccc.gaac.us/> - it can be very useful, and we are in the process of updating and providing more information.

We have several award and scholarship opportunities coming up, and want as many of you to apply and participate as possible. Watch your email and the website for more information.

In closing, let me say that I am proud to be a member of our profession, and to serve our organization in moving toward the future. Thank you all for being members, and participating in any way that you can.

Karen

\$100 VISA CARD TO BE AWARDED FOR THE BEST GMCCC LOGO!

Sharon Wallace, Chairperson, Awards Committee

GMCCC is searching for talent among our members! A contest has been launched that allows you to put your creative ideas together to develop the GMCCC logo. The winning logo will become the official GMCCC logo, added to the website and publications of GMCCC!

Don't miss out on the opportunity to not only have the winning design, but also to win \$100 Visa gift card! The announcement and application was

forwarded to the MuniClerk List Serve. If you missed the announcement, you can find it on the members only section of the GMCCC website, or email me at swallace@duluthga.net. The announcement and application contains rules and regulations for this contest.

Hurry, the deadline to submit your design is January 31st! The winner will be announced on February 25th.



2013 ICJE TRAINING FOR MUNICIPAL COURT CLERKS

Joy Williams, Chairperson, Education and Training Committee

The education committee is continuously developing and striving to bring the best our organization can bring to our members in the way of training. We are encouraging members of GMCCC to participate and bring forth ideas.

We feel we can provide unique learning opportunities to discuss emerging trends and legislative issues important to all clerks and provide excellent opportunities for professional networking.

We hope to provide webinars, interesting topics and speakers for our conferences. If there is a topic of interest that you would like to see presented, please contact the education chairperson, Joy Williams at joy.williams@norcrossga.net

This is your organization, "Let's get involved." There are many issues that municipal courts are

facing today. We as clerks want to maintain the integrity of the court system at the Municipal Court level. We are soliciting the assistance of the more seasoned clerks to step up to the plate and render valuable

knowledge to the newly trained clerks so that we, as an organization, can continue to move forward with excellence—second to none.

We want to utilize the organization to network and ensure that important issues and infor-

mation is properly disseminated amongst us.

During 2013, clerks will have three opportunities to receive required eight (8) hours annual recertification training! New this year, clerks will have an opportunity to receive Spanish Training for Clerks.

The training dates are shown on the bottom of this page. You may have already received the 2013 sign-up information from ICJE during the first week of January. You can register at <http://icje.uga.edu> select Judges & Clerks Training at the top of the web page.

As chairperson of this committee, I remain committed to making sure that we obtain the best training available to us in the coming year.

**Learning is
a treasure
that will follow
its owner
everywhere.**

—Chinese Proverb

**"This is your
organization, let's
get involved."**

RECERTIFICATION

April 9: Columbus

June 4: Tifton

November 7: Athens

NEW CLERK TRAINING

February 7 & 8: Athens

September 25 & 26: Tifton

SPANISH FOR CLERKS

April 26: Athens

<http://icje.uga.edu>

NOMINATING COMMITTEE

Sharon Wallace, Chairperson, Nominating Committee

The Nominating Committee will be kicking into gear in a few short months to prepare a ballot for electing our 2013-2014 officers and board members of the GMCCC Executive Committee.

This committee solicits candi-

dates for office, certifies that the candidates are Regular Members in good standing and shall nominate qualified members for each vacant office on the Executive Committee. If you would like to assist with this committee, please contact me at swallace@duluthga.net



SCHOLARSHIPS AVAILABLE FOR ICJE TRAINING

Sharon Wallace, Chairperson, Awards Committee

The Awards Committee will begin accepting scholarship applications later this month to assist with tuition and room reimbursement for attendance at ICJE training.

One scholarship will be awarded per ICJE training meeting. The maximum awarded per scholarship shall be \$500.

Criteria in determining scholarship awards shall be:

- Member of GMCCC in good standing;
- Amount of funding available

for the applicant's attendance;
 —Number of employees in the applicant's office who will attend the GMCCC annual training seminars;
 —Nature of the applicant's position.

More information will be advertised via the MuniClerk list serve and available under the Member's Section of the GMCCC website at <http://www.gmccc.gaac.us/> or you may contact the Awards Committee Chairperson, Sharon Wallace at swallace@duluthga.net

Scholarship Criteria:

- **Member of GMCCC in good standing;**
- **Amount of funding available for the applicant's attendance;**
- **Number of employees in the applicant's office who attend GMCCC annual training seminars;**
- **Nature of the applicant's position.**

WINNERS! WINNERS! WINNERS! WINNERS! WINNERS!

Trina Gallien, GMCCC Secretary

During the Recertification for Municipal Court Clerks Training held in Athens on November 9, four drawings were held to give away a total 16 Visa Gift Cards amounting to \$425!

\$25 Visa Cards:

Laura Hein, Lucille Crawford, Faye Brantley, Joy Williams, Amy Clark, Elaine Waller, Emily Sanders, Sherry Davis, Angie Troglin, Kathy Munday, April



Fordham, Christopher Patterson, Media Trammell, Rhonda Bolton, Martha Hardy.

Grand Prize Winner \$50 Visa Card:

Kelly Armstrong, Swainsboro.

Congratulations to all of our winners and hopefully you too will be a winner at the next training seminar!

“Membership is available to any non-elected, non-judicial employee involved in the daily operations of Georgia Municipal Courts.”

WHY RENEW OR JOIN GMCCC?

Pamela Allen, Chairperson, Membership Committee

GMCCC is dedicated to promoting education, training and support to Georgia's Municipal Courts to ensure the administrative efficiency of the court, protect the court's ethical integrity and help maintain public confidence in the court's fairness in dispensing justice impartially.

We offer the key to unlock your professional development by sharing knowledge to help you perform duties with professionalism and efficiency. GMCCC concentrates on leadership with strong administrative guidelines to further refine operations and management of the Office of Municipal Court Clerk.

Each member has an opportunity to become involved with GMCCC to help build our

organization allowing it to grow and become stronger for the benefit of Georgia's Municipal Courts.

Membership is available to any non-elected, non-judicial employee involved in the daily operation of Georgia Municipal Courts. Annual dues are \$35 for the membership year (July 1—June 30).

If you haven't joined, it's not too late! For more information please contact Pamela Allen, Chairperson, Membership Committee at pallen@mariettaga.gov

MEMBERSHIP BENEFITS

- Members Only section of GMCCC website with additional training materials, development re-

sources and networking opportunities.

- Scholarship Program for attendance at ICJE Clerk Certification or Annual Recertification Training.
- Distinguished Awards for Court Programs, Clerk of the Year.
- Networking opportunities with fellow clerks.
- Quarterly Newsletter, *The Clerk's Docket*

Coming soon:

- Municipal Court Clerk Professional Development Certificate Program
- Clerk Mentoring Program
- Regional Table Top Training

COURT PROGRAM OF THE YEAR

Sharon Wallace, Chairperson, Awards Committee

The Awards Committee will be recommending to the Executive Committee nominees for the Court Program of the Year Award or other awards for Executive Committee's consideration.

The Court Program of the Year is presented on an annual basis. Nominations will be accepted in the near future, Monitor the MuniClerk List Serve and GMCCC website for more details!



GMCCC EXECUTIVE COMMITTEE MEETINGS

The Executive Committee conducts a minimum of two meetings annually. The next meeting is planned for telephone conference call on January 28 followed by a meeting on February 15 at Administrative Office of the Courts in Atlanta.

If you have ideas, suggestions



or concerns you would like addressed by the committee, please contact any member of the board shown on the front page of this newsletter.

The Executive Committee is committed to hearing your voice!

GMCCC COMMITTEES

Committees are the building blocks of our organization and work with GMCCC Executive Committee to develop programs and ideas to enhance our Council and professional development of Municipal Court Clerks of Georgia. Each member of GMCCC brings experience and knowledge to our organization and we encourage you to join committees to share and explore with other members.

During Municipal Court Clerk's recertification training held in Athens on November 9, the GMCCC board asked for volunteers to serve on committees. We are still seeking more volunteers to fill our committees. If interested, please contact the committee chairperson. Please feel free to join several committees!

If you are not interested in joining a committee, but would like to offer suggestions and ideas for the committee's consideration, please feel free to contact the Chairperson or any member of the committee.

What tasks are preformed by committees?

The Nominating Committee is responsible for seeking members willing to serve on the GMCCC Board/Executive Committee.

The Treasurer oversees the Budget Committee in recommending a budget to the Executive Committee and collection of membership fees. Additionally, this committee makes recommendations on possible investment of association funds.

The Education and Training Committee work with the Georgia Municipal Court Training Council. This committee makes recommendations for meeting sites, plan and provide for the educational program at the Annual Meeting and other meetings/conferences. This committee also acts as a clearing house for information about educational opportunities and provides educational articles for the newsletter.

The Publication Committee communicates with the membership through the newsletter and other forms of media as directed by the President.

Awards Committee makes recommendations to the Executive Committee for award programs, scholarships, etc.

The Membership Committee solicits new members and distributes information about the association and our activities to new or prospective members.

AWARDS:

Sharon Wallace, Chairperson
swallace@duluthga.net
Misty Day
Mariza Abedeljawad

MEMBERSHIP:

Pamela Allen, Chairperson
pallen@mariettaga.gov
Sallie Tanksley
Emily Sanders

NOMINATING:

Sharon Wallace, Chairperson
swallace@duluthga.net
Mariza Abedeljawad
Emily Sanders

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Shirley Green
Nathaniel Mingo

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Zenikki Young
Regina Jones
Gena Higgins

EDUCATION & TRAINING:

Joy Williams, Chairperson
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Zenikki Young
Sheila Trusievitz
Charlie LaVelle
Yolanda Walker
Diane Littleton
Tonya Dutton
Jeanette Riley
Pamela Allen
Marcella Shaw
Demetra Morton
Derrick Wright



**“Committees
are the
building blocks
of our
organization”**

***Municipal Court Clerks leading the way,
Come be a leader!***

GEORGIA
MUNICIPAL COURT
CLERKS' COUNCIL

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FINAL THOUGHTS.....

This is our organization's publication. Please feel free to contact the Publication Committee Chairperson or committee members if you would like to see something in our newsletter! We welcome your comments, ideas and suggestions!

GMCCC PUBLICATION
COMMITTEE
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770-794-5407



Find us on the web!
www.gmccc.gaac.us