

CLERK'S REPORT
MARCH 9, 2020
Submitted by Karen Platt

Council ATTENDANCE SHEET is attached

Training/Conference

- ✓ In response to pressure for a social media presence, I will be attending, along with Librarian, Bre Ohlson the Government Social Media Conference in Seattle, Washington March 23rd. While I support a social media presence, as a part time employee, I want to be sure that I have the tools I need to maintain a social media site professionally and efficiently. I hope that this conference will provide the tools and expertise I need to accomplish my goal with minimal demand on my already limited hours.
- ✓ I will not be attending the International Institute of Municipal Clerks conference or the Pacific Northwest Clerks Institute this spring.

Committees

- ✓ I have begun working with the newly formed Marine Facilities Committee. I am not present for their Work Sessions but am present for their Business Meetings. Once work began, I realized they didn't have all the tools they needed for guidance. I found an old toolkit that I have updated and will create a similar one for the Roads Committee when one is established.

Around the Office

- ✓ Sometimes it's not a good idea to save the hardest files for last! It was tough getting through my last file cabinet, but I have completed all four drawers and I LOVE it!

