

June 15, 2012

News Release

For Immediate Release

City Clerk Selected to Lead International Organization

Brenda M. Cirtn, MMC, Springfield City Clerk, was recently named President of the International Institute of Municipal Clerks (IIMC), during the Institute's 66th Annual Conference in Portland, Oregon. IIMC is a professional nonprofit association with more than 9,500 members throughout North America and 15 other countries, representing municipalities with populations of 1,000 to more than 8 million. Cirtn became a member of the IIMC Executive Committee in 2010, when she was elected Vice President. She will serve a one-year term through May 23, 2013.

Cirtn was appointed City Clerk of Springfield in 1993. As City Clerk, she provides support to the Mayor and City Council, records the official minutes of the City Council meetings and several boards, commissions and committees, supervises office support functions, coordinates municipal elections with the County Clerk, and serves as repository for all official City records. Cirtn served as the City Clerk for Jefferson City Missouri from March 1986 until December 1991. During her tenure in Jefferson City, she acquired the designation of Certified Municipal Clerk from IIMC. In 2004, Cirtn was awarded the designation of Missouri Professional City Clerk through the Missouri City Clerk and Finance Officers Association. In 2005, she received IIMC's Master Municipal Clerk designation. Her tenure with IIMC has been involved on a variety of levels including serving on the Program Review and Certification Committee, Board liaison to the Conference Policy Committee and Chair of Elections Committee to name a few. In 2009, she was awarded IIMC's most prestigious Award – the Quill.

Cirtn holds a Bachelor of Business Administration from Evangel University, and professional memberships in IIMC, the Missouri City Clerks and Finance Officers Association (MOCCFOA), and the Southwest Missouri City Clerks and Finance Officers Association (SWMOCCFOA). She served as MOCCFOA President in 1999 to 2000.

Founded in 1947, IIMC is a professional nonprofit association with more than 9,500 members throughout North America and 15 other countries, representing municipalities with populations of 1,000 to more than 8 million. IIMC prepares its membership to meet the challenge of the diverse role of the Municipal Clerk by providing services and continuing educational development opportunities in 46 permanent college-and university- based learning centers. IIMC offers Municipal Clerks a Certified Municipal Clerk Program (CMC), a Master Municipal Clerk Academy (MMCA) Program and other opportunities to benefit members and the government entities they serve. A 26-member Board of Directors governs IIMC.