

# CITY OF CHARLOTTESVILLE



## PROCLAMATION

### **55th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK May 5 - May 11, 2024**

**WHEREAS** the professional municipal clerk, a time honored and vital part of local government exists throughout the world, and is the oldest profession among public servants; and

**WHEREAS** the office of the municipal clerk provides the professional link between the citizens, the local governing body, city departments, and agencies of government at other levels, serving as an information center on functions of local government and community; and

**WHEREAS** professional municipal clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, recording that which is true, and subscribing to a professional and personal Code of Ethics; and

**WHEREAS** professional municipal clerks continually strive to improve the administration of the affairs of the office of the municipal clerk through participation in professional certification programs, education seminars, workshops and the annual meetings of their state, regional and international professional organizations; and

**WHEREAS** a few of the responsibilities of the local municipal clerk include being the official keeper of the city seal, recording and certifying official actions of the governing body, managing the City Council meeting agenda process and attending City Council meetings; managing the boards and commissions appointment process, and serving as liaison for the Sister Cities Commission; and

**WHEREAS** Kyna Thomas, Master Municipal Clerk, serves as Chief of Staff/Clerk of Council, and Maxicelia Robinson serves as Deputy Clerk of Council;

**NOW, THEREFORE**, the Charlottesville City Council recognizes the week of May 5 through May 11, as Professional Municipal Clerks Week, and further extends appreciation to our professional municipal clerk and her staff for their exemplary dedication to the services they provide to the public, to the City organization, and to the governing body.

Signed and sealed this 6<sup>th</sup> day of May 2024.

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**Juandiego Wade, Mayor**

Attest:

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**Kyna Thomas, Clerk of Council**