

## CMCI – Learning Action Plan

- (1) Identify a resource that you've found particularly useful in your work as a clerk, one(s) you'd like to share with CMCI colleagues.
  - a. NYSAC Clerk's Message Board. This is a county-level closed network message board for the County Legislative Clerks around the state. When a clerk has a question or concern, we are able to broadcast this around the state. Answers and replies are returned and available to all members.
  - b. NYSAC Website. New York State Association of Counties has a website which provides current and vital information for the NYS counties. They are our lobbying organization and work closely with Albany and State Government.
  - c. Websites such as: Dictionary.com, Mapquest, Google.
- (2) Take Part in an activity in your community that you've never participated in before, and reflecting on how, if at all, it influences your clerk's perspective of your community.

My husband and I worked at a community dinner on Christmas day, provided by the local Rotary Club free to anyone. We helped on second shift. We are not Rotarians so we met a lot of new people, some we know from church as well as others. We worked at cleaning, removing decorations, and tearing down the room after dinner was served.

I think I spend a great deal of time (at work) orchestrating and managing schedules, keeping many people on track, and being a constant reliable resource. After doing it for many years, it is second nature.

This was a new activity for me and I was the individual seeking guidance and direction. I soon learned who to go to for answers or instructions.

I enjoyed the activity and would do it again.

- (3) Pursuing learning goals that you identified during or following one of the CMCI 2008 classes.
  - a. Start a journal. January 2009.
  - b. Merging documents (WORD 2007). Still working on this one. I am going to set a time to work on this.