

**New York State Association of City and Village Clerks
Executive Committee Meeting
Saratoga Hilton, Saratoga Springs, New York
Monday, September 11, 2017**

Executive Committee Members Present:

President Brenda McConnell
1st Vice President Paula DiSanto
Director Cheryl Douglas
Director Angela Arasim
Secretary Tamara Bonomo
Treasurer Bonnie Page
Past President Daniel Borchert

Excused Executive Committee Members:

2nd Vice President Joseph Scalero

President McConnell called the meeting to order at 2:10 p.m.

President McConnell requested that the Executive Committee meet at the annual meeting location at 11:00 am so as to help set up and prepare for the meeting.

In regard to scholarships and for clarification purposes, a motion was made by President McConnell to award the 1st three - 1st year applicants (on a first come, first serve basis) a full ride to the New York Municipal Clerks Institute at Rockefeller and all other applicants a \$400 continuing education scholarship. The motion was seconded by Director Arasim and carried unanimously.

Secretary Bonomo submitted the minutes of the August 15, 2017 Executive Committee meeting to the Board for review and approval. A motion was made by Past President Borchert to approve the minutes of above stated meeting as written. The motion was seconded by Treasurer Page and carried unanimously.

Treasurer Page submitted the financial reports for August 2017, as well as the 2017-2018 proposed budget. A motion was made by Secretary Bonomo to approve the Treasurer's report for August 2017, subject to further audit, as well as approve the submission of the proposed budget to the membership at the annual meeting for approval. The motion was seconded by Past President Borchert and carried unanimously.

President McConnell informed the Board that the New York Municipal Clerks Institute 8-hour training began at 9:30 a.m. that morning and will continue until 4:30 p.m. She additionally noted that she and Secretary Bonomo worked at the registration desk and there were a total of 18 attendees that registered for the session.

As there was no further business to discuss, a motion was made by Treasurer Page to adjourn at 2:30 p.m. The motion was seconded by Past President Borchert and carried unanimously.

Respectfully Submitted,
Tamara L. Bonomo
NYSACVC Secretary

APPROVED