

**New York State Association of City and Village Clerks
Executive Committee Meeting
Renaissance Hotel, Albany, New York
Sunday, November 12, 2017**

Executive Committee Members Present:

President Paula DiSanto
2nd Vice President Cheryl Douglas
Director Angela Arasim
Director Robert Juliano
Secretary Tamara Bonomo
Treasurer Bonnie Page
Immediate Past President Brenda McConnell

Excused Executive Committee Members:

1st Vice President Joseph Scalero

Invited Committee Members:

New York Municipal Clerks Institute Liaison Kathie Montigelli

President DiSanto called the meeting to order at 1:05 p.m.

President's Report:

President DiSanto informed the Board that she attended the NYCOM retreat/meeting held in Skaneateles in September. She conveyed that discussion was held in regard to the "Salt" tax. (the tax reform legislation that is being considered in Congress) She explained that NYCOM is opposed, as the legislation calls for limitations on the deductibility of state and local taxes from federal income taxes.

Secretary's Report:

Secretary Bonomo submitted the minutes of the September 11, 2017 Executive Committee meeting to the Board for review and approval. A motion was made by 2nd Vice President Douglas to approve the minutes of the above stated meeting as written. The motion was seconded by Director Arasim and carried unanimously.

Treasurer's Report:

Treasurer Page submitted the financial reports for September and October 2017. A motion was made by Immediate Past President McConnell to approve the submitted Treasurer's reports, subject to further audit. The motion was seconded by Director Juliano and carried unanimously.

Treasurer Page informed the Board that there are new members and that dues continue to be received.

Committee Reports:

Bulletin:

President DiSanto informed the Board that Jim Koury agreed to continue to serve as the Bulletin Editor. In addition, she conveyed that she has submitted a "Spotlight" on Croton-on-Hudson for the next Bulletin.

International Institute of Municipal Clerks:

President DiSanto informed the Board that the Region 1 meeting will be held from Tuesday, March 20, 2018 thru Friday, March 23, 2018 in Manchester, Vermont.

Legislation:

It was noted that the NYCOM Legislative Priorities Meeting will be held the next day (Nov. 13th) and that many of the NYSACVC Executive Committee members will attend to represent the Association.

Registered Municipal Clerk Program (RMC):

Chairperson Page informed the Board that she has received several applications but that they were not complete and she was unable to process them. A discussion was held in regard to various options of signing in to receive credit at the NYCOM Fall Training School.

Education:

NYMCI Liaison Montigelli informed the Board that she spoke with Institute Director Michael Hattery regarding an update on the Institute. He informed her that the Rockefeller Institute of Govt. (RIG) leadership was very pleased with the program. The RIG President mentioned that he would like to see more RIG sponsored programs like the Clerks Institute. Dr. Hattery also conveyed that he was very impressed with the students attending the inaugural Institute, noting that as a group, the students were attentive, interested and motivated. It was further noted that the Institute evaluations were overall very favorable for both course content and venue. In addition, the evaluations of the one-day training event held in conjunction with the NYCOM Fall Training School were very positive as well. However, the all day session was more expensive than anticipated and he will suggest (to the Planning Committee) the idea of reducing the off campus session to a half day and possibly using vendor consultants to help reduce costs next year. In future plans, next years Institute will be increased to four days of on campus training, with one day of distance learning. He also stated that the sessions will likely be held in the Courtrooms of SUNY Central, as that facility is more spacious. He also conveyed that he hopes to include a one-day Masters class next year. NYMCI Liaison Montigelli

informed the Board that the next Planning Committee meeting is planned to be held in February or March of 2018.

Immediate Past President McConnell conveyed that she received a letter from Ann Uecker, City of St. Francis, Wisconsin, requesting a letter of support from the NYS Assoc. of City and Village Clerks on her candidacy for IIMC Vice President. As nobody on the Executive Committee knew her, it was decided to wait until the Region 1 meeting and inquire about her at that time.

Scholarships:

President DiSanto informed the Board that former Chairperson Michael Stegmeier decided to step down from the position. Therefore, the Board discussed potential persons of interest to take over as Scholarship Chairperson.

Website:

President DiSanto informed the Board that Lou DiDomenico will continue to serve as the Associations website contact. She further noted that she has sent him her "President's Message," as well as the 2017-2018 Committee Listing.

A motion was made by Director Arasim to approve all Presidential Appointments to the 2017-2018 NYSACVC Committee's. The motion was seconded by Treasurer Page and carried unanimously.

Unfinished Business:

None at this time.

New Business:

President DiSanto informed the Board that the next NYSACVC Executive Committee meeting will be held on February 11, 2018, in conjunction with the NYCOM Winter Legislative Meeting.

The possibility of a raffle committee (for NYCOM Fall Training School) was discussed. It was suggested to promote involvement by the Regional Clerks Associations involved. Therefore, the President of each known Association will be contacted in this regard and the idea will be placed in the Bulletin as well as an email blast to the membership.

President DiSanto conveyed the importance of a review of the by-laws. Therefore, she requested that the Executive Committee members bring any ideas, concerns, changes and/or additions to the bi-laws at the February meeting.

Treasurer Page informed the Board that Jim Koury is still listed as a signer on the Bank accounts and that it should be updated. A motion was made by Immediate Past President McConnell to remove Jim Koury and add Secretary

Bonomo as signer on the NYSACVC bank accounts. The motion was seconded by Director Arasim and carried unanimously.

The April meeting date was set for April 19 and 20, 2018.

Following a brief discussion, it was decided that it was important to again have a booth promoting the New York Municipal Clerks Institute at the NYCOM Annual meeting in May 2018.

As there was no further business to discuss, a motion was made by 2nd Vice President Douglas to adjourn the meeting at 2:45 p.m. The motion was seconded by Immediate Past President McConnell and carried unanimously.

Respectfully Submitted.

Tamara L. Bonomo, CMC, RMC
NYSACVC Secretary

APPROVED