

**NEW YORK STATE ASSOCIATION OF CITY AND VILLAGE CLERKS
ANNUAL MEETING
(VIRTUAL ZOOM MEETING)
WEDNESDAY, SEPTEMBER 23, 2020**

(*for historic purposes* The 2020 Annual meeting was held via a virtual zoom meeting due to the pandemic, which has caused a need for social distancing. The pandemic is of the coronavirus disease (COVID-19) caused by severe acute respiratory syndrome coronavirus 2 (SARS-Co-2).

Executive Committee Members Present:

President Joseph Scalero, Village of Mineola
1st Vice President Elizabeth Dreaper, Village of Dobbs Ferry
2nd Vice President Amanda Detschner, Village of Barker
Director Robert Juliano, Village of Westbury
Secretary Tamara Bonomo, Village of Camden
Treasurer Daniel Borchert, Village of Fishkill
Immediate Past President Paula DiSanto, Village of Croton-on-Hudson

Call to Order:

President Scalero called the 2020 Annual meeting of the New York State Association of City and Village Clerks to order at 11:58 a.m.

Pledge of Allegiance:

President Scalero asked that 1st Vice President Dreaper lead the membership in the Pledge of Allegiance.

Approval of Minutes:

Secretary Bonomo informed the membership that the September 19, 2019 Annual meeting minutes were emailed to all of the members, as well as available for review on the New York State Association of City and Village Clerks website.

President Scalero conveyed that he had lengthy discussions with Shawn Cullinane, Association Counsel in regard to the annual meeting voting. It was decided that, due to the fact that the meeting is virtual and others (aside from members) could be in attendance and vote, all voting required for the annual meeting has either taken place prior (at the September 18th Executive Committee meeting) or will be suspended until the next New York State Association of City and Village Clerks Executive Committee meeting. Furthermore, he affirmed that, for full disclosure purposes, all reports have been made available for review.

Reports:

Treasurer's Report:

Treasurer Borchert compiled the financial report up to and including September 2020. The report was emailed to all of the members, as well as available for review on the New York State Association of City and Village Clerks website. Treasurer Borchert explained that as a third party handles the audit in person and due to the inability of that this year, the 2019-2020 audit will be conducted next year, in conjunction with the 2020-2021 audit.

Treasurer Borchert also compiled the 2020-2021 budget. The proposed budget was emailed to all of the members, as well as available for review on the New York State Association of City and Village Clerks website. Treasurer Borchert conveyed that there will be \$6,500 applied to the fund balance in order to balance the budget. He also maintained that membership dues will remain the same and that renewals were sent out a few weeks ago. Additionally, he reported that the budget includes scholarship monies for members to attend the Municipal Clerks Institute.

Education Report:

Education Advisor Kathie Montigelli shared with the members that representatives from the New York State Association of City and Village Clerks, the New York State Town Clerks Association and New York Conference of Mayors Deputy Executive Director Barbara VanEpps have been working toward the establishment of a new Municipal Clerks Institute at the Rockefeller College of Public Affairs in Albany. She conveyed that due to the Covid-19 pandemic, the plans to hold the in-person Institute in July 2020 were put on hold. However, the Institute Education Committee continues to plan for an on-campus event in July 2021 and is hoping to offer International Institute of Municipal Clerks approved on-line courses that may be used toward both the Certified Municipal Clerk and Master Municipal Clerk designations once a final contract between the college, the New York State Association of City and Village Clerks and the New York State Town Clerks Association is finalized. In summation, Ms. Montigelli was delighted to report that she received an email that morning stating that the college is prepared to sign the contract. She expressed that it is exciting news and the culmination of over a year of hard work on behalf of all involved. She conveyed that although the committee needs to clarify some of the cost-sharing language in the contract, it's expected that these questions will be resolved and there will be a new Institute.

Following her report, President Scalero thanked Ms. Montigelli for her many years of hard work and dedication to providing a Clerks Institute to the membership.

Honorary / Life Membership:

Secretary Bonomo informed the membership that at a previous zoom meeting of the Executive Committee held on September 25th that a motion was made by Immediate Past President Paula DiSanto to designate Darlene Rexford, Village of Adams and Patricia Seal, Village of Patchogue as Life, as well as Honorary members of the New York State Association of City and Village Clerks. She stated that the motion was seconded by Director Juliano and carried unanimously.

Registered Municipal Clerk Program (RMC) Report:

RMC Chairperson Amanda Detschner reported that the following new certifications were awarded:

Maureen Jerackas – Village of East Aurora
Suzanne Tangredi – Village of Flower Hill
Jennifer Obert – Village of Mayville

Additionally, Chairperson Detschner reported that the following re-certifications were awarded:

Mary Marowski – Village of Pittsford
Camille Guido-Downey – Village of Wesley Hills
Ronnie Shatzkamer – Village of Flower Hill
Ann Saunders – City of Watertown
Dorthea Ciccarelli – Village of Pittsford
Tamara Bonomo – Village of Camden
Pauline DiSanto – Village of Croton on Hudson
Sharon Abramski – Village of Manorhaven
Marianne Lobaccaro – Village of North Hills
Nancy Swartwood – Village of Interlaken
Vincent Luce – Village of Westfield
Terri DiGregorio – Village of Fair Haven
Sylvia Pirillo – Village of Greenport
Margaret O’Keefe – Village of Head of the Harbor

RMC Chairperson Detschner congratulated all on their pursuit of continued education.

Following her report, President Scalero thanked Chairperson Detschner for completing the hard work that goes into the certification process.

Unfinished Business:

Immediate Past President DiSanto informed the members that the new website has been up and running all year and that it is much better than the Association's previous website.

As 2019 Village Clerk of the year Lori Queor, Village of Potsdam, was in attendance on the zoom meeting, President Scalero wanted to once again congratulate her in front of all the members present. Further, President Scalero shared with the membership that, as she was unable to be in attendance at the 2019 annual meeting, he traveled to her Village hall to personally present her the plaque.

In regard to the 2020 Clerk of the Year and the Distinguished Service Award, President Scalero conveyed that the Executive Committee decided that, as it could not be done in person and be amongst peers, the 2020 awards would be presented next year along with the 2021 awards.

Nomination and Election of the 2020-2021 Officers:

Nominating Chairperson Paula DiSanto presented the following slate of officers as submitted by the Nominating Committee:

President Joseph Scalero, Village of Mineola
1st Vice President Elizabeth Dreaper, Village of Dobbs Ferry
2nd Vice President Amanda Detschner, Village of Barker
Director Robert Juliano, Village of Westbury
Director - Vacant
Secretary Tamara Bonomo, Village of Camden
Treasurer Daniel Borchert, Village of Fishkill
Immediate Past President Paula DiSanto, Village of Croton-on-Hudson

President Scalero explained to the membership that the Association's bi-laws require a live vote, which is impossible this year. He further conveyed that the due to the meeting venue, the annual meeting is also open to non-members.

Therefore, at the September 18th Executive Committee meeting a motion was made by Treasurer Borchert to accept and approve the 2020-2021 slate of officers and that Secretary Bonomo cast one ballot for the slate. The motion was seconded by Immediate Past President DiSanto and carried unanimously.

President Scalero informed the members that the above slate of officers will remain in office for one year. He congratulated the officers and thanked them for their patience and understanding during this difficult time. He additionally thanked the membership for their continued support and commitment.

There being no further business to discuss, the 2020 annual meeting of the New York State Association of City and Village Clerks adjourned at 12:20 p.m.

Respectfully Submitted,
Tamara L. Bonomo, CMC, RMC
Secretary
New York State Association of City and Village Clerks