

**NEW YORK STATE ASSOCIATION OF CITY AND VILLAGE CLERKS
ANNUAL MEETING
SARATOGA HILTON, SARATOGA SPRINGS, NEW YORK
THURSDAY, SEPTEMBER 19, 2019**

Executive Committee Members Present:

President Paula DiSanto, Village of Croton-on-Hudson
1st Vice President Joseph Scalero, Village of Mineola
Director Angela Arasim, Village of Fishkill
Director Elizabeth Dreaper, Village of Dobbs Ferry
Secretary Tamara Bonomo, Village of Camden
Treasurer Daniel Borchert, Village of Fishkill

Execused Member:

2nd Vice President Cheryl Cook, Village of Malone

Call to Order:

President DiSanto called the 2019 Annual meeting of the New York State Association of City and Village Clerks to order at 12:10 p.m.

Pledge of Allegiance:

President DiSanto introduced the 2018 Clerk of the Year Patricia Seal, Village of Patchogue to lead the membership in the Pledge of Allegiance.

Introductions:

President DiSanto introduced the New York State Association of City and Village Clerks Executive Committee and the Past Presidents; the New York Conference of Mayors Executive Director Peter Baynes and his staff; the Deputy Comptroller Elliot Auerbach and his staff; the New York State Society of Municipal Finance Officers President Mary Ann Henderson and the Board of Directors and further welcomed all the first time attendees.

Approval of Minutes:

Secretary Bonomo submitted the minutes of the September 25, 2018 Annual meeting to the membership for review and approval. A motion was made

by Past President Brenda McConnell to approve the minutes of the September 25, 2018 Annual meeting as presented. The motion was seconded by Past President Patrick Farrell, Village of Lake Success, and carried.

Reports:

Treasurer's Report:

Treasurer Borchert presented the financial report up to and including September 10, 2019 for approval. He asked for any comments on the report. Hearing none, a motion was made by Mary McKee, Village of Hamburg, to accept and approve the Treasurer's report as presented. The motion was seconded by Amanda Detschner, Village of Barker, and carried.

Treasurer Borchert presented the proposed 2019-2020 budget for approval. He asked for any comments on the report. Hearing none, a motion was made by Patricia Seal, Village of Patchogue, to accept and approve the 2019-2020 budget. The motion was seconded by Marianne Lobaccaro, Village of North Hills, and carried.

Audit Report:

Audit Chairperson Robin Mitchell, Village of Camden, presented the Audit report. She conveyed that she reviewed the fiscal records of the New York State Association of City and Village Clerks for the 2018-2019 fiscal year and found them to be complete and in compliance with generally accepted accounting principles.

President DiSanto reported that the Executive Committee has had a busy year. She conveyed that Immediate Past President Brenda McConnell retired and therefore Daniel Borchert agreed to step into the Past President position. She noted that Jim Koury is no longer editor of the Bulletin and that it is no longer being distributed but that a new professional and informative website has replaced it. (*note-Civic Plus has agreed to design, host and maintain the website free of charge for the Association) She further noted that she and/or Director Arasim can publish articles (etc) for members on the website. In further changes, she conveyed that after two successful years with the NY Municipal Clerks Institute being held at the Rockefeller Institute of Govt. the new Director was no longer willing to administer the program. However, NYSACVC Past President Kathie Montigelli, NYS Town Clerk President Sue Haag and NYCOM Deputy Executive Director Barbara Van Epps have worked diligently at securing a possible location at Rockefeller College. In additional changes, Bonnie Page retired and the Association was in need of a new Treasurer and Registered Municipal Clerk Chairperson. As the Association was in need of continuity, she requested that

Daniel Borchert step down as Past President and agree to take on the Treasurer's position, of which he did. Additionally, Bonnie Page agreed to continue in the capacity of RMC Chairperson for the Association. Also, President DiSanto conveyed that Robert Juliano retired and that she therefore appointed Elizabeth Dreaper, Village of Dobbs Ferry to replace him in the Directors Position. President DiSanto concluded by thanking the Executive Committee, as well as the Advisory Committee (Kathie Montigelli, Brenda McConnell, Bonnie Page and Shawn Cullinane) for their dedication. She articulated her pleasure in serving as the President for the past two years, noting that it was a rewarding experience and facilitated her grow both professionally and personally.

Education Report:

In Education Chairperson, Cheryl Cook's absence Education Advisor Kathie Montigelli shared her report that in July there were seven attendees at the New England Municipal Clerk's Institute. Three such attendees are members of the New York State Association of City and Village Clerks, namely Mary Farmer, City of Corning; Patricia Coon, Village of Rhinebeck; and Kerri Harrington, City of Oneonta. There are currently 21 Master Municipal Clerks and 90 Certified Municipal Clerks in New York State. Congratulations to Marianne Lobaccaro, Village of North Hills on obtaining her MMC designation and to Beth Kamper, Village of Sag Harbor on obtaining her CMC designation.

Ms. Montigelli gave a brief overview of the program, explaining that it is a program with which Clerks may obtain designations for CMC and MMC through certification by the International Institute of Municipal Clerks. She noted that Syracuse University sponsored the 1st Institute in the Country in 1969. Since then, the Institute has been held at Cornell University and the Rockefeller Institute of Government. In regard to the current status, the NYS Association of City and Village Clerks and the NYS Town Clerks Association are working with Rockefeller College of Public Affairs to create a new Institute. Ms. Montigelli exclaimed that Barbara Van Epps has been an invaluable partner in discussions with Rockefeller College and would not be as far along in the process if it were not for her. At this time, Ms. Montigelli asked that Ms. Van Epps come to the podium to receive a small gift as a token of appreciation for all that she has done to help the NYS Association of City and Village Clerks toward reaching the goal of establishing a new Clerks Institute.

Scholarship Report:

There were no scholarships awarded this year.

Registered Municipal Clerk Program (RMC) Report:

RMC Chairperson Bonnie Page presented the following new certifications:

Kristine Gilligan, Village of Croton-on-Hudson; and Cristine Kiernan, Village of Baxter Estates

There were three new certifications presented prior to Fall Training School:

Linda Tuminello, Village of Massapequa Park; Aprile Mack, Village of Geneseo; and Frances Arsa Artha, Village of Pomona

Additionally, Chairperson Page recognized the following re-certifications:

Jill Mattison, Village of Sandy Creek; Liz Gaynor, Village of Sands Point; Cheryl Cook, Village of Malone; Heidi Parker, City of Batavia; Patricia Coon, Village of Rhinebeck; and Jacqueline Sullivan, Village of Spencerport

Honorary/Life Membership:

Secretary Bonomo asked for consideration of the membership for the following eligible retired members of the New York State Association of City and Village Clerks that have been recommended to the Executive Committee for designations as Life Members: Brenda McConnell, Village of Brownville; Bonnie Page, Village of Speculator; Geneva Phelps-Miller, Village of Clayton; Virginia Carey, Village of Monroe; and Barbara Berardi, Village of Ardsley. Additionally, upon recommendation of the Executive Committee, she asked for consideration of the membership for the following eligible retired members of the New York State Association of City and Village Clerks for designations as Honorary Memberships: Brenda McConnell, Village of Brownville and Bonnie Page, Village of Speculator. She further asked for any recommendations for honorary and/or life membership from the floor. Hearing none, a motion was made by Robin Mitchell, Village of Camden, to approve the aforementioned Life and Honorary Members. The motion was seconded by Kathleen Hilbert, Village of Hunter, and carried.

Presentations:

Distinguished Service Award:

1st Vice President Joseph Scalero, presented the 2019 Distinguished Service Award to Thomas Augustini of Haylor, Freyer and Coon Inc. He expressed that Mr. Augustini is a true supporter of the Association and that his firsthand knowledge and experience with Municipalities and his professional expertise are among the many attributes that rightly qualify him for the honor.

Congratulations Tom!

Clerk of the Year:

1st Vice President Joseph Scalero, presented the 2019 Clerk of the Year award to Lori Queor, Village Clerk-Treasurer, Village Clerk, Village of Postdam. He conveyed that her dedication and professional performance to her residents, her peers, the associations and organizations with which she has been involved in has been unwavering. She has 25 years experience in local govt. and has been an active member of this Association since 2002.

Congratulations Lori!

Nomination and Election of the 2019-2020 Officers:

Nominating Chairperson Angela Arasim presented the following slate of officers as submitted by the Nominating Committee:

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

Nominating Chairperson Arasim asked for a motion to close nominations and that Secretary Bonomo cast one ballot for the proposed slate for the 2019-2020 year. A motion was made by Past President Bonnie Page to accept and approve the

2019-2020 slate of officers and that Secretary Bonomo cast one ballot for the slate. The motion was seconded by Ann Fenton, Village of Clyde, and carried.

Oath of Office:

Honorary Scott P. Strauss, Mayor, Village of Mineola, administered the Oath of Office to the newly elected officers.

President's Remarks:

President Scalero thanked Mayor Strauss for attending, conveying that the Mayor had received the highest award given by the NYC Police Department and is truly a hero. President Scalero thanked the leadership, the members and the officers of the Association. He also thanked Immediate Past President DiSanto, identifying her as his mentor. He presented her a gift to thank her for her leadership over the last two years.

There being no further business to discuss, a motion was made by Tammy Morse, Village of Trumansburg, to adjourn the 2019 annual meeting of the New York State Association of City and Village Clerks. The motion was seconded by Ann Fenton, Village of Clyde, and carried.

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