

**New York State New York State Association of City and Village Clerks
Executive Committee Meeting
(Zoom Virtual Meeting)
Thursday, November 18, 2020**

Executive Committee Members Present:

President Joseph Scalero
1st Vice President Elizabeth Dreaper
2nd Vice President Amanda Detschner
Director Robert Juliano
Secretary Tamara Bonomo
Treasurer Daniel Borchert

Excused Committee Members:

Immediate Past President Paula DiSanto

Invited Members/Past President(s) ex-officio:

Advisor/NYMCI Planning Board Kathie Montigelli
Advisor/Counsel Shawn Cullinane

President Scalero called the meeting to order to 3:00 p.m.

Secretary's Report:

Secretary Bonomo submitted the minutes of the September 18, 2020 Executive Committee meeting to the Board for review and approval. A motion was made by Treasurer Borchert to approve the minutes of the above stated meeting as written. The motion was seconded by 2nd Vice President Detschner and carried unanimously.

Registered Municipal Clerks Report:

RMC Chairperson Detschner explained to the Board that there were some problems during the NYCOM Virtual Fall Training School with the Whova application. She conveyed that it would kick individuals out of the webinar after several minutes and when they signed back in it would not track their attendance. It was decided to maintain the expectation that they attended the entire class and give them full credit.

In addition, Chairperson Detschner conveyed that there were past sign-in sheets whereas individuals did not mark the RMC box and therefore did not receive credit. However, she has altered this and given them credit, so as to have the information on these individuals for future reference. She has also been working on digitizing all of the credit forms going back to the 1990's.

Chairperson Detschner also informed the Board that there were six new Registered Municipal Clerk designations awarded since the NYCOM Fall Training School.

In regard to the 2020-2021 Presidential Committee appointments, they will be discussed at a future meeting.

Education:

President Scalero informed the Board that the New York Municipal Clerks Institute contract has been signed by all parties and that the Clerks Institute is now a reality.

Ms. Montigelli explained that there are four sessions planned for availability January thru March. The sessions will be at a cost of \$50 each for a total cost of \$200 and will provide one credit each. It was noted that both Certified Municipal Clerk and Master Municipal Clerk credits will be obtainable with these classes.

Following a discussion regarding scholarships, a motion was made by President Scalero to award a \$100 scholarship to individuals upon the successful completion of all four classes. The motion was seconded by Director Juliano and carried unanimously.

Ms. Montigelli informed the Board that it was the consensus of the NYMCI Planning Committee, due to ongoing pandemic concerns, to proceed with the planning of a virtual Institute for July 2021.

As the groundwork for the Institute is complete and the contract is signed, Ms. Montigelli informed the Board that she will be stepping down from the committee. She conveyed that IIMC has certain stipulations going forward on the make up of the members. Ms. Montigelli has dedicated countless years in establishing and re-establishing an Institute on behalf of the NYSACVC members and it is of the utmost importance that she be appreciated for her tireless and selfless desire in doing so. Thank you Kathie!

A motion was made by Treasurer Borchert to adjourn the meeting at 4:20 p.m. The motion was seconded by Director Juliano and carried unanimously.

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