

**New York State Association of City and Village Clerks
Executive Committee Meeting
Albany Marriott, Albany, New York
Sunday, February 10, 2019**

Executive Committee Members Present:

President Paula DiSanto
1st Vice President Joseph Scalero
Director Angela Arasim
Director Robert Juliano
Secretary Tamara Bonomo
Treasurer Bonnie Page

Excused Committee Members:

2nd Vice President Cheryl Douglas
Past President Daniel Borchert

Invited Committee Members:

Association Counsel Shawn Cullinane
Past Committee Member Richard Falanka

President DiSanto called the meeting to order at 12:15 p.m.

Secretary's Report:

Secretary Bonomo submitted the minutes of the November 18, 2018 Executive Committee meeting to the Board for review and approval. A motion was made by Treasurer Page to approve the minutes of the above stated meeting as written. The motion was seconded by Director Juliano and carried unanimously.

Treasurer's Report:

Treasurer Page submitted the financial reports for November and December 2018 and January 2019. A motion was made by Secretary Bonomo to approve the submitted Treasurer's reports, subject to further audit. The motion was seconded by Director Arasim and carried unanimously.

Registered Municipal Clerk Program:

RMC Chairperson Page informed the Board that there were three (3) new applicants that received their designations.

International Institute of Municipal Clerks:

President DiSanto informed the Board that the Region 1 meeting will be held in Sturbridge, Massachusetts from March 19th thru the 21st. It was noted that 2nd

Vice President Douglas and Director Arasim will be attending and representing the NYS Association of City and Village Clerks.

In addition, President DiSanto conveyed that the IIMC Annual Conference will be held in Birmingham, Alabama from May 19th thru May 22nd. She is unable to attend and requested that 1st Vice President Scalero attend in her absence. He will look into the matter.

Unfortunately, it was confirmed that there will be no New York Clerks Institute at the Rockefeller Institute of Government this year (2019). The NYSACVC Education Committee, along with the NYS Town Clerk Association representatives, will be looking into other locations to hold an Institute in the future. One such option discussed was Rockefeller College.

Additionally, a discussion was held in regard to other options available to our members this year. It was noted that there are other Institutes outside of New York. One such Institute discussed was NEMCI (New England Municipal Clerks Institute). President DiSanto will contact Debbie DaMi, NEMCI Chairperson, in regard to whether NYS Clerks could attend their Institute this year. It was noted that Connecticut also offers an Institute.

Given the circumstances, it was decided to honor scholarships to Institutes outside of New York State this year, therefore a motion was made by Treasurer Page to award a \$500 scholarship per individual to attend an out of state Institute in 2019. The motion was seconded by Director Arasim and carried unanimously.

Bulletin:

It was conveyed that Bulletin Editor James Koury, after many years of service, has decided that he no longer wishes to serve in that regard. Secretary Bonomo reached out to him and inquired as to the details and requirements of being the Bulletin Editor. She shared her findings with the Executive Committee. It was noted that there may be interested individuals to take over the position.

Following a brief discussion regarding the continuance of offering the Bulletin to members. It was decided to continue to offer the Bulletin two times per year (December and June/July). In addition, a motion was made by Secretary Bonomo to pay the Bulletin Editor \$250 per issue, and to transfer the additional monies needed from the Contingency Account. The motion was seconded by Director Arasim and carried unanimously.

A brief discussion was held regarding NYCOM fall training school gifts and the sale of t-shirts again this year.

In regard to the NYS Tug Hill Commission Annual Local Government Conference, a motion was made by President DiSanto to donate \$200 to the conference and authorize Treasurer Page to attend and represent the NYS Association of City and Village Clerks. The motion was seconded by Director Juliano and carried unanimously.

President DiSanto informed the Executive Committee of the following upcoming meetings:

NYSACVC Executive Committee meeting – April 26th at the Indigo in Albany

NYCOM Fall Training School Planning meeting – May 14th at the NYCOM offices in Albany

NYSACVC Executive Committee meeting – August 22nd and 23rd at the Turning Stone Casino in Verona

As there was no further business to discuss, a motion was made by Director Arasim to adjourn at 1:25 p.m. The motion was seconded by Director Juliano and carried unanimously.