

**New York State Association of City and Village Clerks  
Executive Committee Meeting  
The Indigo Hotel, Albany, New York  
Friday, April 16, 2019**

**Executive Committee Members Present:**

President Paula DiSanto  
1<sup>st</sup> Vice President Joseph Scalero  
2<sup>nd</sup> Vice President Cheryl Douglas  
Director Angela Arasim  
Director Robert Juliano  
Secretary Tamara Bonomo  
Treasurer Bonnie Page  
Past President Daniel Borchert

**Invited Members / Past Presidents:**

Kathie Montigelli  
Brenda McConnell

President DiSanto called the meeting to order at 11:16 p.m.

**Secretary's Report:**

Secretary Bonomo submitted the minutes of the February 10, 2019 Executive Committee meeting to the Board for review and approval. A motion was made by Past President Borchert to approve the minutes of the above stated meeting as written. The motion was seconded by Treasurer Page and carried unanimously.

**Treasurer's Report:**

Treasurer Page submitted the financial reports for February and March 2019. A motion was made by 2<sup>nd</sup> Vice President Douglas to approve the submitted Treasurer's reports, subject to further audit. The motion was seconded by Director Arasim and carried unanimously.

Treasurer Page noted that there has been a decrease in membership and that dues are coming in slowly. A reminder regarding dues will be sent via an email blast to the membership.

**Bulletin:**

Upon a request being sent out to members regarding interest in taking over as the Bulletin Editor, there was only one resume submitted. A discussion was held in regard to continuing with the Bulletin or getting the same information to the

members digitally by the Associations website. It was decided that there will no longer be a paper Bulletin distributed. The members will be informed of this decision through the website, an email blast and a facebook post.

As there is no longer Bulletin advertising available but that vendors are able to advertise on a continual basis on the NYSACVC website, a motion was made by Past President Borchert to charge vendors a flat rate of \$250 per year. The motion was seconded by Director Arasim and carried unanimously.

### **International Institute of Municipal Clerks (IIMC):**

Education Chairperson Douglas informed the Board that Region 1 Director, Joseph Powers, has resigned. It was explained that based on the rotation of previous years, Massachusetts shall keep the position available to their members, unless there is nobody that wishes to fill it from that state.

Additionally, it was conveyed that Education Chair Douglas, Director Arasim and Past President Daniel Borchert represented the Executive Committee at the recent Region 1 meeting in Sturbridge, Massachusetts.

### **Legislation:**

President DiSanto informed the Board that there has been legislation passed causing employers to allow employees four (4) hours leave per year for voting purposes. She will be finding out the particulars in the near future and report back.

In addition, she conveyed that the four (4) hour cancer screening leave has been expanded and that the legislature is looking at increasing it to eight (8) hours per year.

Also, in State legislation, she noted that the 2% tax cap has been passed and approved to continue without end.

### **Registered Municipal Clerks Program:**

RMC Chairperson Page informed the Board that, thus far, there are no new applications and just a couple of re-certifications.

### **Education:**

New York Municipal Clerks Liaison Montigelli informed the Board that she has worked many hours and held many conversations with Town Clerk representative Sue Haag, NYCOM Deputy Director Barb VanEpps and with IIMC in regard to the

possible establishment of a new Municipal Clerks Institute. She stated that she, Education Chairperson Douglas, NYCOM Deputy Director VanEpps, two Town Clerks representatives and the Dean of Rockefeller College have a meeting scheduled on May 9<sup>th</sup>. She expressed that it is very preliminary at this point. The College would like to gain more of an insight as to what the Institute is so as to see if they would be interested in hosting it. She noted that IIMC Director of Professional Development, Jane Long, is prepared to work with New York and agreed to allow the previously established and approved curriculum of the NYMCI at the Rockefeller Institute to be utilized if and when a new home for the Institute is found. Furthermore, it was conveyed that a new Institute Director would be needed straight away and that Doctor Michael Hattery would be willing to work with and guide the next Director. Ms. Montigelli also conveyed that IIMC requires that the MMC program be submitted right in the beginning and that the Planning Committee meet the IIMC requirements.

### **Scholarships:**

Scholarship Chairperson Dan Borchert informed the Board that he has not received any scholarships as of yet this year.

### **New Business:**

Discussion was held in regard to the Fall Training School gift as well as a particular individual for the Distinguished Service Award.

It was decided that an email blast will be sent out to the membership in regard to interest in becoming a Director on the Executive Committee, as well as requests for nominations for the Clerk of the Year Award.

A motion was made by 1<sup>st</sup> Vice President Douglas to adjourn the meeting at 1:40 p.m. The motion was seconded by Past President Borchert and carried unanimously.

Respectfully Submitted,

Tamara L. Bonomo, CMC, RMC  
NYSACVC Secretary

