

**New York State Association of City and Village Clerks
Executive Committee Meeting
Held Virtually via Zoom
November 20, 2023, 2pm**

Executive Committee Members Present:

President Elizabeth Dreaper, Village of Dobbs Ferry
1st Vice President Amanda Detschner, Village of Barker
2nd Vice President Kerriann Harrington, City of Oneonta
Director Corine Bump, Village of Cuba
Director Liz Gayner, Village of Sands Point
Secretary Megan Bay, Village of Naples
Treasurer Daniel Borchert, City of Batavia

Also Present: Martina McClinton Village of Rhinebeck

President Dreaper asks for a motion to call the meeting to order at 2:05 am, Director Gaynor makes this motion. Director Bump seconds the motion, it is carried unanimously.

President's Report:

1. President Dreaper reports her thoughts on this September's Fall Training School, thanking the committee for helping things to run smoothly.
2. President Dreaper has been calling new members in addition to sending letters out welcoming them and is hoping to get the website up to date and start a new Facebook page, as previously discussed. 1st Vice President Detschner has been added as a user on the website account. Director Bump says she would like to also be a user and help with things. Civic Plus is planning a migration to the new platform in the spring. 2nd Vice President Harrington will be placing a message on the old Facebook page letting people know there will be a new official page. Treasurer Borchert will send an email out to the membership telling of the new Facebook page.
3. The plan at this point is to get nominations for Honorary & Life members early, hopefully putting the email out in May to start getting nominations.

Secretaries Report:

1. Review & Approval of the Minutes from August 11, 2023 – Treasurer Borchert makes a motion to approve the minutes as written, 1st Vice president Detschner seconds the motion. The motion is unanimously carried.

Treasurer's Report:

- Treasurer Borchert goes over the monthly financials. He reminds the committee of the new address on for payments, as some are still going to Fishkill.
- 2nd Vice President Harrington makes a motion to approve the financial report, Director Bump seconds the motion. The motion is unanimously carried.

Committee Reports:

RMC - 1st Vice President Detschner reports the following Re-Certifications:

- Donald Handerman, Village of Menands
- Karen Buccheri, Village of Irvington

And the following Certifications:

- Heather Halstead, Village of Webster
- Joanna Palumbo, Inc Village of East Willison
- Angelique Melynk, Inc Village of Lake Success
- Charnley Abbot, Village of Marcellus

IIMC – 2nd Vice President Harrington, Director Gayner & Secretary Bay let the committee know that the planning meetings with the NYSMCI Educational committee are ongoing. There is an upcoming meeting to discuss the contract with Rockefeller College.

New Business:**NYCOM Fall Training School Annual Meeting -**

President Dreaper discusses some bylaws that need updating, with plans to have them ready for the membership to vote on at the September 2024 meeting.

Upcoming Meetings NYCOM –

February 4-5 is the NYCOM Legislative Meeting

April or May will be the FTS Planning Meeting

May 15-17 is the annual NYCOM Meeting

Other Business –

- Possible Executive Committee Retreat in Ithaca – dates TBD in August
- April 22, 2024, for the next meeting date, hopefully will have gift ideas for FTS. Committee discusses past ideas, such as drink chips and apparel.
- Treasurer Borchert introduces Martina McClinton of the Village of Rhinebeck who has expressed interest in taking the Treasurer position when he is done.
- President Dreaper thanks all the committee members for involvement.

Treasurer Borchert makes a motion to adjourn the meeting at 2:39pm Director Bump seconds the motion, which passes unanimously.

Respectfully Submitted by

Secretary, Megan Bay

Village of Naples

NYSACVC