

**New York State Association of City and Village Clerks
Executive Committee Meeting
Crowne Plaza, Albany, NY –February 22, 2009**

Members Present: President Brian Ridgway, 1st VP Louis DiDomenico, Treasurer Bonnie Page, Director Randy Bond, Immediate Past President Kathie Montigelli

Members Absent and Excused: 2nd VP Daniel P. Borchert, Secretary Jim Koury, Director Sheila Hay-Gillespie

Guest Present: Shawn Cullinane, Association Counsel

President Ridgway called the Executive Committee Meeting of the NYSACVC to order at approximately 1:30 p.m.

Mr. Ridgway reported that Secretary Jim Koury was not available to record the minutes and requested 1st VP Louis DiDomenico to record the minutes of the Executive Committee meeting.

Mr. Ridgway reported that, Immediate Past President Lisa Copeland has contacted the Executive Committee to inform the Association that she has resigned effective January 30, 2009 from her position as City Clerk for the City of Mount Vernon and will begin on Monday, February 2, 2009 as Journal Clerk for the New York Senate. Mr. Ridgway and the Executive Committee wished Past President much success.

Mr. Ridgway appointed Past President Kathie Montigelli as Immediate Past President on the Executive Committee and a member of the Nominating Committee to fill the un-expired terms of Lisa Copeland.

Mr. Ridgway called for the Secretary's Report and asked if there were any changes to the minutes the Secretary had distributed. Mr. Cullinane stated that in the November 9, 2008 minutes that the NYSACVC Representatives for the CMCI is a three year term and not two year term. Ms. Bond stated that in the November 9, 2008 minutes that she had requested to be added to the Scholarship Committee. Hearing no further changes, *upon a motion made by Ms. Bond and seconded by Ms. Page, the minutes from the November 9, 2008 meeting were duly approved and ordered filed as amended.*

Mr. Ridgway asked Ms. Page to present the Treasurer's Report. Ms. Page reviewed the October, November, December and January Treasurer's Reports. After a brief discussion, *upon a motion made by Mr. DiDomenico and seconded by Ms. Bond, the Treasurer Reports for October, November, December and January were duly approve and ordered filed.* Ms. Page reported that the Finance Officers thanked the State Association for there contribution toward the 2008 Fall School Hospitality. Mr. Ridgway thanked Ms. Page for doing a great job.

Another issue brought before the board was the donation to the regional conference. In the past Tug Hill, asked for donation to their respective local government conference. *Upon a motion made by Mr. Ridgway and seconded by Ms. Bond a motion was presented and duly passed to donate \$100.00 to Tug Hill for their Tug Hill Commission's Local Government Conference.*

Mr. DiDomenico asked if it would be possible for the state association to reimburse the Long Island Village Clerks for the basket that was provided for a raffle that the Long Island Village Clerks had held in December of 2008. *Upon a motion made by Ms. Montigelli and seconded by Ms. Page, an expenditure of up to \$150.00 was approved for such basket and the funds would be taken out of the Contingency Account.*

Mr. Ridgway moved to the next item on the agenda; Committee Reports. Ms. Gillespie was not available to give a report and Ms. Page was asked to make a Membership Committee Report.

Ms. Page stated there were 40 outstanding members. Mr. DiDomenico stated that there could be less membership renewal due to the current economy.

The next committee report was the IIMC Update. Mr. Cullinane then gave the IIMC Report.

The IIMC Region 1 meeting was held on March 19-20, 2009, Sturbridge, MA. The IIMC 2009 Annual Conference will be held on May 19-23, 2009, in Chicago, Ill. One of the IIMC Region Director 1 positions will be expiring in the near future and Mr. James Mullen of Massachusetts has been asked to fill the Region Director 1 position. The Region Director 1 position in the year 2012 would be available for someone in the New York area. Mr. Cullinane explained the process on how to apply for the position of Region Director, which is a 3 year term. The dates for the Cornell Municipal Clerks Institute July 19-23, 2009 have been submitted to IIMC. Mr. Cullinane reported on the article in the General Code Decoder Winter 2009 Publication under Honorable Mentions indicating the State Associations 100th Anniversary and the special plaque of appreciation that was presented to General Code by the State Association to recognize the company's continuing support.

Ms. Page then gave the RMC Report. She stated that the numbers had not changed much since the November meeting. There was one new RMC and one renewal designations.

Mr. DiDomenico then gave an update on the CMCI. He reported on the recent CMCI Planning Committee Meeting, The charge for the non return of the keys of \$1000.00 has been resolved and no charges will be assessed. He also reported that the banquet would be held at a different and much less expensive location. The cost for the 2009 Cornell Municipal Clerk's Institute will be \$775.00 per student. Mr. DiDomenico recommended to the Committee that the State Association should be a sponsor for the 2009 Cornell Municipal Clerk's Institute. *Upon a motion made by Mr. DiDomenico and seconded by Mr. Ridgway a motion was presented and duly passed to donate \$1000.00 as a sponsor toward the Cornell Municipal Clerk's Institute.*

Ms. Gillespie was not available to give a Directory Report. The Executive Committee discussed going green and putting the future directory on the State Association's website since much of it was already there in some form or fashion. This also would be a cost savings to the Association.

The next item on the agenda was an update of the Regional Managers. Mr. Ridgway reported that Region 1 Representative Louis DiDomenico attended the Westchester Clerks Association membership meeting in November.

Mr. Ridgway moved on to Old Business. Mr. Ridgway discussed the 100th Anniversary event and thanked 100th Anniversary chairman Louis DiDomenico for doing a great job. Thanked Shawn Cullinane for being the Master of Ceremonies. Mr. Ridgway also sent thank you letters to the Past Presidents who attended, NYCOM, OSC and Mayor Rodgers of Lake Placid. Ms. Page reported that the 100th Anniversary made a profit of \$105.92. *Upon a motion made by Mr. DiDomenico and seconded by Ms. Bond a motion was presented and duly passed to transfer the 100th Anniversary profit of \$105.92 to the scholarship budget line.*

Mr. Ridgway moved on to New Business. Mr. Ridgway reported on the thank you letters received from Clerk of the Year Kathleen Santelli and the Distinguished Service Award Rod Howe/Ann Prince. The Fall/Winter Bulletin has been sent to the membership. The Spring Summer Bulletin is scheduled to be sent out in July 2009. Additionally the Executive Committee discussed going green with future bulletins.

Mr. Cullinane reported that the Bylaws have been reviewed and look good.

Mr. Ridgway reported that a speaker is needed for the Southern Tier West Conference on March 11, 2009. 2nd Vice President Daniel P. Borchert will represent the State Association.

Mr. Ridgway discussed the upcoming NYCOM Winter Legislative meeting agenda and the amount of information that will be provided in regard to the State Budget and the stimulus funding.

Mr. DiDomenico discussed with the Executive Committee some ideas for the upcoming NYCOM Fall Training School and the concerns with a lower attendance, due to the economy.

The Executive Committee met with President Tim Horner of the New York State Municipal Finance Officers and discussed ideas of working together and organizing educational workshops.

There being no further business, upon a motion made by Mr. DiDomenico and seconded by Ms. Page the meeting was duly adjourned at approximately 2:51 p.m.

The next meeting of the Executive Committee would be held in April of 2009.

Respectfully Submitted,

Louis M. DiDomenico
1st Vice President, NYSACVC