

**New York State Association of City and Village Clerks
Executive Committee Meeting
Crowne Plaza, Albany, NY – September 21, 2009**

Members Present: President Brian Ridgway, 1st VP Louis DiDomenico, 2nd VP Daniel P. Borchert, Treasurer Bonnie Page, Director Sheila Hay-Gillespie, Director Randy Bond, Immediate Past President Kathie Montigelli

Members Absent and Excused: Secretary Jim Koury,

Guest Present: Shawn Cullinane, Association Counsel

President Ridgway called the Executive Committee Meeting of the NYSACVC to order at 3:17 p.m.

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

Mr. Ridgway reported that the revised minutes of the Executive Committee Meeting held on July 10, 2009 were not available to be reviewed. The approval of the minutes of July 10, 2009 were tabled

Mr. Ridgway asked Ms. Page to present the Treasurer's Report. Ms. Page reported on the July 2009 and August 2009 Treasurer's Reports. After a brief discussion, *upon a motion made by Mr. Borchert and seconded by Ms. Bond, the Treasurer Reports for July 2009 and August 2009 were duly approve and ordered filed.*

Ms. Page reported on the proposed budget for the period of October 1, 2009 through September 30, 2010. After a brief discussion, *upon a motion made by Ms. Kathie Montigellit and seconded by Mr. DiDomenico, the proposed budget was duly approve to be submitted to the State Association membership for adoption at the Annual Meeting on September 23, 2009.* Mr. Ridgway thanked Ms. Page and the budget committee for doing a great job.

Ms. Page reported that the annual audit of the State Association finances is being reviewed by the audit committee.

Mr. Ridgway moved to the next item on the agenda; Committee Reports. Mr. Ridgway asked Ms. Gillespie to present a membership report. Ms. Gillespie reported on the status of the Membership for the Association. The Executive Committee also discussed the new clerks that would be attending the Fall Training School for the first time and the process of the orientation. The orientation for the new clerks will be held on September 21, 2009, from 5:00 p.m. – 6:00 p.m.

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

The IIMC 2010 Annual Conference will be held on May 23-27, 2010, in Reno/Tahoe. IIMC President Mary Lynne Stratta, IIMC Region I Director Bernice Dixon, former IIMC Region I Director Patricia A. McCoy, President of the New England Association of City and Town Clerks and Tina Ward, President of the Town Clerk Association will be attending the State Association Annual Meeting on September 23, 2009.

Mr. Borchert then gave an update on the CMCI. He reported that the CMCI Planning Committee will be meeting on October 22, 2009, to review the recent 2009 Cornell Municipal Clerks Institute. The Committee discussed the need to do a separate mailing with a color brochure to help promote the CMCI. After some discussion, all agreed a mailing would be done in spring or thereabouts to promote next year's CMCI.

Mr. Ridgway discussed the upcoming NYCOM Fall Training School in regard to the plan for the orientation of new clerks and the Association's Annual Meeting.

There was no old business.

Under new business the following items were discussed:

Mr. DiDomenico reported that he has contacted H.F. Wrieth Insurance Agency to confirm the renewal of the Directors and Officers Liability Policy for the Executive Committee of the New York State Association of City and Village Clerks for the period of November 1, 2009 through October 31, 2010. The cost of \$972.00 will be the same as last year. After a brief discussion, *upon a motion made by Mr. DiDomenico and seconded by Mr. Ridgway, the renewal of the Directors and Officers Liability Policy for the Executive Committee of the New York State Association of City and Village Clerks for the period of November 1, 2009 through October 31, 2010 was duly approved.*

President Ridgway then recapped his term as President and that it was truly a privilege and honor to represent the State Association. He thanked the Executive Committee for doing a great job during his presidency. He also felt that the three goals he put forward of communications, partnership and accountability was successful. He recommended having new individuals to serve on the committees. He then congratulated President-elect DiDomenico and wished him well.

Past President Kathie Montigelli thanked the Executive Committee for there support serving as Past president on the Executive Committee.

There being no further business, *upon a motion made by Mr. DiDomenico and seconded by Ms. Bond the meeting was duly adjourned at approximately 3:55 p.m.*

The next meeting of the Executive Committee would be held November 8, 2009.

Respectfully Submitted,

Louis M. DiDomenico
1st Vice President, NYSACVC