

**New York State Association of City and Village Clerks
Annual Meeting
Crowne Plaza, Albany, NY – September 23, 2009**

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

President Ridgway called the Annual Meeting to order at approximately 12:15 p.m. and led the membership in the Pledge of Allegiance. He asked that everyone remain standing for a moment of silence after the pledge to honor those serving the United States Military.

President Ridgway introduced the Master of Ceremonies, Shawn Cullinane.

Mr. Cullinane thanked everyone for attending the meeting and introduced guests attending the meeting. He recognized staff of the Office of the State Comptroller and that of the New York State Conference of Mayors. He also recognized the officers of the New York Society of Municipal Finance Officers.

Moving on with the agenda, Mr. Cullinane asked for a motion to approve the minutes from the September 16, 2008 Annual Meeting. *Upon a motion made by Ms. Sanfilippo, Village of Celeron and Ms. Brenda McConnell, Village of Brownville, the minutes of the September 16, 2008 meeting were duly approved and accepted.*

The next item of business was the Treasurer's Report. Ms. Page presented the Treasurer's Report, highlighting the budget and the accounts. *Upon a motion made by Mr. Chuck Rankin, Village of Groton and seconded by Ms. Kathleen Santelli, Village of Great Neck Estates, the Treasurer's Report was duly approved.*

Ms. Page continued with the presentation of the proposed 2009-2010 budget. She summarized the highlights. *Upon a motion made by Mr. Chuck Rankin, Village of Groton and seconded by Ms. Karen Mclaughlin, Village of Millerton, the proposed 2008-2009 budget was duly approved and accepted.*

The next item of business was the Audit Report. Ms. Wharmby, Village of Fairport, conducted the audit of the association's books and was called forth to present her findings. Ms. Wharmby stated that the books were reviewed and found to be complete and in compliance with general accounting principles.

Mr. Cullinane introduced Mr. Daniel Borchert, Village of Akron, to present the Education Committee Report. Mr. Borchert specifically addressed the Certified Municipal Clerks' Institute (CMCI) held in Ithaca, NY and expressed to the membership how much the institute has helped him professionally and in his interaction with other clerks' and municipal officials. He informed the membership that the institute in 2010 would be held from July 18-22. He also recognized those who attended the institute.

Mr. Cullinane next recognized Ms. Sue Davis, Village of Churchville, to present the Scholarship Report. She stated that there were 6 applicants and each was awarded \$300.00 to attend the institute. She encouraged all to consider attending the institute and that the scholarship money was available and that members should take advantage of its availability.

Mr. Cullinane introduced Ms. Bonnie Page, Village of Speculator, to present the RMC Report. She stated 109 RMC's have been awarded since the program began in 1998. There were currently 52 active RMC's. She stated that 6 recertifications would be awarded as well as 2 new RMC's. The following is a list of those persons:

Recertifications: Ms. Doris Piedimonte, Village of East Rockaway; Mr. Daniel Borchert, Village of Akron; Ms. Gloria Anderson, Village of Falconer; Ms. Anita Adam, Village of Barneveld; Ms. Kathie Montigelli, Village of Black River; Ms. Anne Hartsig, Village of Pittsford.

New Certifications: Ms. Susan Saylor, Village of Red Creek; Ms. Susan Walsh, Village of Floral Park.

The next item on the agenda was the IIMC Report. Mr. Cullinane serves in the capacity of the association's IIMC Liaison and thanked Mr. Ridgway for appointing him in the position again. Mr. Cullinane stated that in attendance at the meeting were some special guests. He introduced Mr. Fritz Falanka, former Region I Director and current Region I Director Ms. Bernice Dixon from CT. He stated the second Region I Director not in attendance was Mr. James Mullen from MA. He also introduced Ms. Patty McCoy, Former Director of the New England Clerks Institute (VT), Ms. Tina Ward Shuart, President of the New York State Town Clerks' Association and former Region I Director (Town of Cobleskill) and Ms. Mary Lynne Stratta, President of the International Institute of Municipal Clerks (Bryant, TX).

He informed the membership that the Region I Meeting will be held March 24-26, 2010 in Providence, RI.

He then introduced speakers to the podium who gave remarks to the membership in their capacities as stated above. They included: Ms. Patti McCoy, Ms. Tina Ward Shuart and Ms. Mary Lynne Stratta.

The next item of business was the recognition of Honorary Members. Mr. Cullinane invited Secretary James Koury, to come forward to present the names of those eligible for designation as Honorary Members. Mr. Koury stated that he did not have a list of names prepared, however there were some members who should be considered as Honorary Members. Therefore, he asked for a motion to accept nominations for Honorary Members for all those persons who retired since the 2008 Annual Meeting and that the names would be added to the minutes at a later date. *Upon a motion made by Ms. Jezewski, Village of East Aurora and seconded by Ms. McConnell, Village of Brownville, nominations for Honorary Members would be accepted for all those persons who retired since the 2008 Annual Meeting and whose names would be added to the official minutes at a later date.* The motion was duly approved and accepted.

(Editorial Note: The following members will be included in the Honorary Members list as per the motion approved: Margo Partak, Village of Stillwater; Jean LaCrosse, Village of Altamont; Sally Eick, Village of Elbridge; Martin Lynch, Village of Fayetteville; Susan McNeill, Village of McGraw; Gary March, Village of Marcellus; Joanne Williams, Village of Homer; Dianne Walburn, Village of Marathon, Sally Sheehan, Village of Skaneateles.)

Mr. Cullinane then asked if there was any old business to discuss. Hearing none, he asked that Ms. Bonomo, Chair of the Awards Committee, come forward and make the presentations for the Distinguished Service and Clerk of the Year Awards.

Ms. Bonomo presented the Distinguished Service Award to Mr. Tom Plowinske. Mr. Plowinske came forward and accepted his award and thanked the committee for the honor. Ms. Bonomo then awarded the Clerk of the Year to Mr. Brian Ridgway, Village Clerk Village of Garden City. Mr. Ridgway accepted the award and expressed his thanks and appreciation for the honor.

At this time, Mr. Ridgway gave his closing remarks. He stated that it had been a pleasure to serve the association as its President and wished incoming President DiDomenico luck in the position. He also stated that he was pleased with the movement forward on his goals of accountability, communication and partnership.

The next item on the agenda was New Business. Mr. Cullinane, as Chair of the Nominations Committee, presented the following report dated August 19, 2009:

"Dear Secretary Koury,

In accordance with the Constitution and By-Laws of the New York State Association of City and Village Clerks, a Nominating Committee has been appointed to submit a proposed slate of officers and directors for the association for the year 2009-2010. The committee is comprised of the following members:

Shawn Cullinane, Chairperson, Village of Lindenhurst

*Donna Harris, Village of Oyster Bay Cove
Kathie Montigelli, Village of Black River
Bonnie Page, Village of Speculator
Suzette Parker, Village of Copenhagen*

After due deliberation, the committee submits the following report as a slate of nominations to be considered at the September 23, 2009 NYSACVC Annual Meeting:

*President: Louis DiDomenico, Village of Kings Point
1st Vice President: Daniel Borchert, Village of Akron
2nd Vice President: Sheila Hay Gillespie, Village of Cobleskill
Director: Randy Bond, Village of Sands Point
Director: Tamara Bonomo, Village of Camden
Secretary: James Koury, City of Oneonta
Treasurer: Bonnie Page, Village of Speculator
Immediate Past President: Brian Ridgway, Village of Garden City*

All nominations have signified their acceptance of their nomination and their willingness to serve as an Officer or Director, if elected.

Should you have any questions on this matter, please contact me at your convenience.

Sincerely”

Mr. Cullinane asked if there were any nominations from the floor. Hearing none, he asked that the slate of officers be accepted and that the Secretary cast one ballot for the slate. *Upon a motion made by Ms. Mattison, Village of Sandy Creek and seconded by Ms. Wharmby, Village of Fairport, the 2009-2010 slate of officers was duly approved and accepted and that the Secretary cast one ballot for the slate.*

Mr. Cullinane invited Mr. Peter Baynes, Executive Director of NYCOM, to come forward to administer the Oath of Office to the incoming Executive Committee. Mr. Baynes so administered the oath and congratulated all on their election to the Executive Committee.

At this time, President DiDomenico presented an award to Mr. Ridgway for his service to the association.

Mr. DiDomenico then gave brief remarks to the membership. He also stated he looked forward to working with the Executive Committee and the members of the association during the coming year as well as with NYCOM, the Office of the State Comptroller and the New York Association of Municipal Finance Officers. He stated he would like to continue the working relationship that the NYSACVC has with these entities and it is his desire to strengthen those ties during the upcoming year.

There being no further business, *upon a motion made by Ms. Page and seconded by Mr. Koury, the meeting was duly adjourned at approximately 1:30 p.m.*

Respectfully Submitted,

James R, Koury
Secretary, NYSACVC

/jrk