

**New York State Association of City and Village Clerks
Annual Meeting
Lake Placid, NY – Lake Placid Resort – September 22, 2005**

Members Present: President Kathie Montigelli, 1st VP Lisa Copeland, 2nd VP Tom Augustini, Director Brian Ridgway, Director Louis DiDomenico, Secretary Jim Koury, and Immediate Past President Shirley Sanfilippo.

Members Absent: Treasurer Vikie Strong

President Montigelli called the Annual Meeting of the New York State Association of City and Village Clerks to order at 12:30 p.m. at the Lake Placid Resort in Lake Placid, New York.

Ms. Montigelli asked the 2004 Clerk of the Year, James R. Koury, to come forward to lead the membership in reciting the Pledge of Allegiance.

Ms. Montigelli then introduced the members of the Executive Committee seated at the dais, the NYCOM Staff, OSC Staff, and the members of the Municipal Finance Officers and also thanked the chairs of the committees and all the volunteers for their efforts during her year as President. She informed the membership that Treasurer Vikie Strong could not attend this year's Fall Training School.

Ms. Montigelli then introduced and asked the Past Presidents to stand and be recognized as she called their names.

Ms. Montigelli moved to the next order of business on the agenda and introduced the Region I Directors of the International Institute of Municipal Clerks (IIMC); Ms. Patricia McCoy and Ms. Tina Ward-Shuart. She also introduced Mr. Michael Hattery, the Cornell Institute Director.

Ms. Ward-Shuart addressed the membership. She updated the membership on activities being undertaken by IIMC. She stated that IIMC's new access center had opened in Washington, D.C. She stated that the new technology center would be able to broadcast to other countries in their own language. She ended her remarks by stating that she was very happy to serve as the Region I Director with Ms. McCoy.

Ms. Ward-Shuart then introduced Ms. McCoy. She stated that it had been a pleasure to serve with Ms. McCoy and she was very excited that Ms. McCoy was undertaking a campaign for the 2nd Vice President position with IIMC. The election would be held at the IIMC Conference in May of 2006 in Anaheim, CA.

Ms. McCoy thanked Ms. Shuart and proceeded to speak to the membership in regard to events that happened at IIMC. She stated that the Director, Joseph Tierney, was terminated with cause and that Chris Shelby had taken over his duties as Interim Executive Director.

She also stated that the Director of Education, Raymond Garubo, had also resigned and that a replacement was being sought to replace him.

She continued by stating that there had been a big change in the Master Municipal Clerk Program in that the waiting period between levels had been reduced from 2-4 years to 1-2 years. She stated that was a great change. She also informed the membership that the bachelor's degree requirement could be replaced with professional experience of 15 years or more.

She ended by stating that the next IIMC Conference would be held in Anaheim, CA the week of May 14-18, 2006.

Ms. Montigelli thanked Ms. Ward-Shuart and Ms. McCoy for their remarks and wished Ms. McCoy good luck in her election campaign or 2nd Vice President.

Ms. Montigelli then asked for a motion to approve the meeting minutes from the 2004 Annual Meeting held at the Nevele, in Ellenville. Upon a motion made by Randy Bond and seconded by Sally Ponce, the minutes were approved.

Ms. Montigelli introduced Mr. David Martindale, City Chamberlain of Oneonta, to present the auditor's findings.

Mr. Martindale stated that he reviewed the records of the NYSACVC and found them complete and done in accordance with acceptable accounting procedures.

Ms. Montigelli asked for a motion to accept the Auditor's Report. Upon a motion made by Leslie Taggart and seconded by Rosemary Stimpfel, the Audit Report was duly accepted.

Ms. Montigelli asked Secretary Jim Koury to come forward to present the Treasurer's Report. Mr. Koury stated that as of August 31st the NYSACVC has taken in revenue of \$21,874.70 and paid expenses of \$16,916.59 leaving a balance of \$5,505.24. He continued stating that \$19,460 has been received for the 2005-2006 fiscal year. He stated that the statement of revenues and expenses was located on the white sheet inside the program.

Ms. Montigelli asked for a motion to approve the Treasurer's Report. Upon a motion made by Joyce Jesewski and seconded by Kim LaMarche the Treasurer's Report was duly accepted.

Mr. Koury then presented the 2005-2006 Budget. Mr. Koury stated that the proposed budget could be found on the inside of the program. It showed total revenues of \$27,050.00 and total expenses of \$27,050.00.

Ms. Montigelli asked for a motion to approve the proposed 2005-2006 Budget. Upon a motion made by Bonnie Page and seconded by Helen Lanza the 2005-2006 Budget was duly approved.

Ms. Montigelli introduced Ms. Sanfilippo to present the Scholarship Committee Report. Ms. Sanfilippo stated that 9 scholarships were given to the following persons: Ms. Randy Bond, Sands Point; Ms. Leslie Ann Taggart, Flower Hill; Ms. Kathie K. Smith, Barker; Ms. Jeanette Viegelmann, Interlaken; Mr. Daniel Borchert, Akron; Ms. Sylvia Bush, Theresa; Ms. Sharon V. Carlesimo, Frankfort; Ms. Kathie Montigelli, Black River; and Ms. Brenda McConnell, Brownville. The total amount distributed was \$1,500.00.

Ms. Montigelli then gave the Education Committee Report. She stated that on July 27, 2005 there were 20 persons graduating from the first class from the CMC Institute at Cornell University. She introduced the graduating Village Clerks as follows:

Mr. Daniel Borchert, Village of Akron
Ms. Randy Bond, Village of Sands Point
Ms. Cheryl Coombes, Village of Hammondsport
Ms. Anita Frangella, Village of Roslyn
Ms. Lisa Gregory, Village of Sackets Harbor
Ms. Patricia Quirk, Village of Chittenango
Ms. Sandra Schroeder, Village of Sag Harbor
Ms. Leslie Ann Taggard, Village of Flower Hill
Ms. Ione Rogers, Village of Sherburne
Ms. Jeanette Viegelmann, Village of Interlaken

Mr. Koury then presented the names of those clerks to be designated as Honorary Members. He stated that the following persons were being presented to the membership for designation: Mr. Fritz Falanka; Mr. Leonard Verrastro; Mr. Peter Overs; Ms. Rebecca Chatt-Swanson; and Mr. Charles Michaux. He asked if there were any other names to be added from the floor. There were none presented.

Ms. Montigelli asked for a motion to accept the names as presented. Upon a motion made by Cheryl Coombs and seconded by Judy Weintraub, the list of Honorary Members was duly accepted.

Ms. Montigelli introduced Ms. Bonnie Page to present the RMC Committee Report. Ms. Page stated that there were 7 new RMC's and 14 recertifications. She asked if the persons were in the room that they should stand and be recognized. Ms. Page stated the following persons received new certifications: Mertie Pozzi, Newark Valley; Thomas Augustini, Johnson City; Randy Bond, Sands Point; Helen Lanza, Lynbrook; Anne Riddell, Moravia; Cheryl Coombs, Hammondsport; Margaret Vickery, Little Falls. Ms. Page continued stating that the following persons received recertifications: Marilyn Hanson, Evans Mills; Carol Hansen, Lynbrook; Sandra Kreplin, Weedsport; Sheila Hay-Gillespie, Cobleskill; Sharon Carlesimo, Frankfort; Suzanne Jones, Greene; Sue Ann Davis, Churchville; Brenda McConnell, Brownville; Marsha Merrick, Geneseo; Carol

Pogrell, Lake Success; Rae Caramancia, Williston Park; Tamara Bonomo, Camden; and Kathleen Conroy, Kings Point.

Ms. Montigelli asked Ms. Rexford, the Chair of the Awards Committee, to come forward to present the Distinguished Service and Clerk of the Year Awards. Ms. Rexford presented the biography of the Distinguished Service Award recipient and then asked Mr. James O'Connor of the New York State Department of Health, to come to the dais and accept the award given in his honor. Mr. O'Connor thanked the Awards Committee and was very appreciative of the honor.

Ms. Rexford then presented the biography of the Clerk of the Year Award recipient. She asked Ms. Montigelli, President of the NYSACVC and the Village Clerk of the Village of Black River, to come forward to accept the award in her honor. Ms. Montigelli thanked the Awards Committee and stated she was very surprised and honored to receive the Clerk of the Year Award. Ms. Montigelli was instrumental in bringing the Clerks Institute back to New York.

Ms. Montigelli moved on to the next on the agenda and asked if there was any old business to discuss. Hearing none, she moved on to New Business. She asked Mr. Cullinane to step forward to present an item of new business to the membership related to Ms. McCoy's campaign for 2nd Vice President of IIMC.

Mr. Cullinane stated that he is currently the IIMC Liaison. He stated that the NYSACVC has become more active with IIMC and in order to make our participation effective, the membership should become members of IIMC, attend conferences and support candidates for office that will bring Region I closer to the organization. Mr. Cullinane introduced Ms. McCoy's candidacy for IIMC 2nd Vice President. He stated that Ms. McCoy's biography and qualifications had been placed on the tables.

Mr. Cullinane then offered a motion to formally and enthusiastically endorse Patricia McCoy for 2nd Vice President of IIMC. Ms. Montigelli seconded the motion and was duly passed by the membership.

Ms. Montigelli asked Ms. Viegelmann to come forward, the Chair of the Nominating Committee, to present the slate of officers for 2005-2006. Ms. Viegelmann stated that the following slate was being presented to the membership for its consideration:

President	Ms. Lisa Copeland, City Clerk, City of Mount Vernon
1 st Vice President	Mr. Brian Ridgway, Village Clerk, Village of Garden City
2 nd Vice President	Mr. Louis DiDomenico, Clerk-Treasurer, Village of Kings Point
Director	Ms. Jeanette Viegelmann, Clerk-Treasurer, Village of Interlaken
Director	Mr. Daniel Borchert, Clerk-Treasurer, Village of Akron
Secretary	Mr. James Koury, City Clerk, City of Oneonta
Treasurer	Ms. Shirley Sanfilippo, City Clerk, City of Jamestown

Ms. Montigelli asked if there were any nominations from the floor. Hearing none, a motion was made by Mr. Cullinane and seconded by Ms. Montigelli to close the nominations.

Ms. Montigelli then made a motion to have the Secretary cast one vote for the slate. The motion was seconded by Ms. Page. The motion was duly passed.

Ms. Montigelli asked Mr. Frank Pagano, Mayor, Village of Fredonia, and President of NYCOM to come forward to administer the oath of office to the new officers. Mr. Pagano administered the oath and congratulated all on their election.

New President Lisa Copeland presented a gift to Ms. Montigelli for her service to the Association as President.

Ms. Copeland then ended the Annual Meeting by addressing the membership with some very animated remarks and named committee chairs for the upcoming year. She also stated that there would be a basket at the exit door for contributions for the victims of Hurricane Katrina. She informed the membership that an account would be opened and donations would be taken until the end of December for the Katrina Fund. The money would then be sent to the clerks associations in those states impacted by Katrina; Alabama, Louisiana and Mississippi.

There being no further business, upon a motion made by Ms. Kay Wharmby and seconded by Ms. Lisa Gregory, the meeting was duly adjourned at 1:30 p.m.

Respectfully Submitted,

James R, Koury
Secretary, NYSACVC

/jrk