

**New York State Association of City and Village Clerks
Executive Committee Meeting
Albany, NY – February 25, 2007**

Members Present: President Lisa Copeland, 1st VP Brian Ridgway, 2nd VP Louis DiDomenico, Secretary Jim Koury, Treasurer Bonnie Page, and Immediate Past President Kathie Montigelli.

Members Absent and Excused: Director Jeanette Viegelmann, Director Daniel Borchert

Guests Present: Ms. Brenda McConnell, Village of Brownville, Shawn Cullinane, Association Counsel

President Copeland called the meeting to order at approximately 1:00 PM. She called for the Secretary's Report.

Mr. Koury stated that he had e-mailed the minutes to the committee members with the suggested changes included. *Upon a motion made by Mr. Koury and seconded by Mr. DiDomenico, the minutes of the November 16, 2006 meeting were approved and ordered filed.* Mr. Koury stated that he would get the minutes to Mr. Ridgway for placement on the association website.

President Copeland then called for the Treasurer's Report. Ms. Page distributed and summarized the January Treasurer Report. Ms. Page asked if there were any questions.

Ms. Page brought up the issue of the NYSACVC's share of the Association's expenses at the Fall Training School. She explained that the amount the NYSACVC would be responsible for totaled \$946.88; \$432.00 over budget. After some discussion over the timing of the invoice and future expenditures, *a motion was made by Mr. Ridgway and seconded by Mr. DiDomenico, that the \$432 be taken from the contingency line and that future expenditures be capped at \$1000.00 and that the NYSMFO be informed of the cap amount.*

Ms. Copeland asked if there were any other questions on the Treasurer's Report. Mr. Koury stated that in terms of the Bulletin revenue line, he had received some new ads and would be receiving those payments which would be reflected in future reports. *Upon a motion made by Mr. Ridgway and seconded by Ms. Montigelli, the Treasurer's Report was approved.*

The next item of business was Committee Reports. Ms. Montigelli provided the committee with her Education Report. She stated that on March 16th a conference call of the CMC Planning Committee was held at 11:00 a.m. with Rod Howe, the Institute Director. Ms. Montigelli summarized the issues discussed during the conference call. She stated the next conference call was scheduled for March.

Ms. Page then gave the RMC Committee report. She handed out the current list of RMC's stated that the Clerk in the Village of Sackets Harbor became the association's 100th RMC.

There was no report from the Membership Committee.

The next committee report was for the 100th Anniversary Committee. Mr. DiDomenico, Chair of the 100th Anniversary Committee, gave a brief report. Mr. Cullinane stated that he would be interested in serving on the committee along with Mr. DiDomenico and Ms. Montigelli. Mr. DiDomenico discussed some ideas he had for the Association's 100th anniversary. One item he discussed was the idea of having some sort of commemorative pin, mints, and something to

recognize Past Presidents and long-term members. He stated he would keep the committee apprised of any developments/ideas, etc. for the 100th Anniversary.

Ms. Copeland asked if there were any other reports from the floor. Hearing none she moved to the next item on the agenda; Old Business. Mr. Koury stated Ms. Sanfilippo sent him a letter and resolution from the Louisiana Clerks Association thanking the NYSACVC for the monetary donation.

The next item of old business discussed was the Association's tax exempt status.

Mr. Cullinane stated that he had not been able to work on the filing since it turned out to be much more work than expected. He also stated that Robert Moyer, an attorney, was working on this for the Association but he had died and he took over the project from Mr. Moyer.

After some additional discussion, Mr. Cullinane stated that he would ask some lawyers and/or vendors at the Winter Legislative Meeting to inquire about the issue. He would report back to the committee. Ms. Page also stated that she would investigate the actual amount of tax that the Association paid during the past year.

The next item of old business related to the status of the listing of local associations to give to the Membership Chair for distributing the directories was tabled since Mr. Borchert was not in attendance. Mr. Koury stated he would remind Mr. Borchert of this for the next meeting.

The next issue discussed was the status of the letter to be sent in regard to the additional 20 hours of certification required for the CMC Institute. After a lengthy discussion it was decided that no letter would be sent because the new requirements were adopted by the IIMC Board of Directors years ago and for some reason were not implemented. Mr. Cullinane stated that the issue resurfaced when the new director came on board. All were in agreement that it would be a moot point to send the letter now, as nothing most likely would be done by IIMC to change the new requirements.

Ms. Copeland asked if there was any other old business to discuss. Hearing none she moved on to New Business.

The first item of new business was a discussion of the NYCOM/OSC Fall Training School. Ms. Copeland informed the committee that the planning session would be held on April 4th at the hotel in Saratoga Springs. Some items were discussed amongst the committee that would be brought to the planning committee meeting including: rotating the annual meeting to Tue/Wed instead of Tue/Thurs, enhancing the "newbie" session by making it a regular session on Tuesday morning at 8:30 AM. Ms. Copeland stated that if there were any other issues/concerns that committee members would like to have brought forward at the planning meeting to contact her.

The next item of business was the IIMC Conference. Ms. Copeland stated the upcoming conference was to be held in New Orleans, LA. She also stated that there has been some discussion about the cost effectiveness of the Australia conference. She stated that there were only 3 IIMC members in Australia. Ms. Copeland stated she had received a letter from the City of _____? from the Clerk, Kathy Dornan, expressing the _____'s concern over the conference being held in Australia and that IIMC take a second look at the decision. Ms. Copeland would also send a letter to IIMC expressing the NYSACVC's concern.

(Editorial Note: As of March 17, as reported at the IIMC Region I Meeting in Salem, MA, the Australia Conference has been cancelled. Other arrangements are currently being considered by the IIMC Board of Directors).

Mr. Cullinane gave his report as IIMC Liaison. Mr. Cullinane expressed his thanks to the committee for endorsing his possible bid for Region I Director. He continued stating that the State of Connecticut had come forward in the rotation and would be the Region I Director to replace outgoing Director Tina Ward-Shuart, whose term would expire at the May IIMC Conference.

Mr. Cullinane also reported that the Region I meeting would be held March 16-17 in Salem, Massachusetts and encouraged committee members to attend if they were able to. Mr. Koury and Ms. Copeland stated that they would also be attending the Region I meeting.

Mr. Cullinane finished his report stating that the incoming IIMC President Chuck Tokar, had asked him to chair the Property Assessment Committee. Mr. Cullinane stated that he had accepted that position.

Ms. Copeland thanked Mr. Cullinane for his report and asked if there was any other new business from the floor.

Mr. Ridgway provided the committee with an update on the website. He stated that some good progress had been made and the site was coming along nicely. He requested that Ms. Copeland provide him with a welcome statement. She stated she would get that to him. Mr. Ridgway asked Mr. Koury if he could send him copies of the October and November minutes. Mr. Koury stated that he would send those minutes to him in .pdf format. Mr. Ridgway also stated that he would like to add the bylaws, old Bulletins, and future meeting dates.

There being no further business before the Executive Committee, *upon a motion made by Ms. Page and seconded by Ms. Montigelli, the meeting was duly adjourned at 3:00 p.m.* The next meeting would be held in Owego, New York at the Owego Treadway Inn on April 26th at 1:00 PM. Mr. Koury stated that he would make the arrangements for the meeting.

Respectfully Submitted,
James R, Koury
Secretary, NYSACVC

/jrk

Items to do:

1. Mr. Borchert to compile a list of local associations for inclusion in the Directory and to investigate the feasibility of having the locals distribute the Directory.
2. Ms. Page to notify committee members on the amount of tax paid by the NYSACVC in 2006.
3. Committee members to get recommendations for Fall Training School to Ms. Copeland for the planning meeting to be held in April.
4. Mr. Koury to get electronic versions of Bulletins from the prior year and the minutes for placement on the website.
5. Mr. Koury to contact Owego Treadway Inn and a restaurant for April committee meeting arrangements/dinner.