

**New York State Association of City and Village Clerks
Annual Meeting
Lake Placid Crowne Plaza Resort Hotel, Lake Placid, NY – September 21, 2010**

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

President DiDomenico called the Annual Meeting to order at approximately 12:30 p.m. and led the membership in the Pledge of Allegiance.

President DiDomenico introduced the Master of Ceremonies, Mr. Shawn Cullinane, Village of Lindenhurst.

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. He also recognized association past presidents: Kim Reichert (LaMarche), Joyce Jezewski (Rauker), James Koury, Bonnie Page, Shirley Sanfilippo, Kathie Montigelli, Brian Ridgway and Shawn Cullinane. He then introduced the members of the Executive Committee.

Moving on with the agenda, Mr. Cullinane asked for a motion to approve the minutes from the September 23, 2009 Annual Meeting. *Upon a motion made by Mr. Smollett, Village of Lawrence and Ms. Shirley Sanfilippo, Village of Celeron, the minutes of the September 23, 2009 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. L. Kay Wharmby, Village of Fairport, the Treasurer's Report was duly approved.*

Ms. Page continued with the presentation of the proposed 2010-2011 budget. She summarized the highlights. *Upon a motion made by Mr. David Smollett, Village of Lawrence and seconded by Mr. Pat Farrell, Village of New Hyde Park, the proposed 2010-2011 budget was duly approved and accepted.*

The next item of business was the Audit Report. Ms. Mitchell, Village of Camden, conducted the audit of the association's books and was called forth to present her findings. Ms. Mitchell stated that the books were reviewed and found to be complete and in compliance with general accounting principles. *Upon a motion made by Mr. Dominsky, Village of Great Neck and seconded by Ms. Ponce, Village of South Floral Park, the Audit Report was duly approved and accepted.*

Mr. Cullinane introduced Mr. Daniel P. 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 also recognized those who attended the institute. He highly encouraged member clerks to attend 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.

Ms. Davis also informed the membership that she would be taking advantage of the early retirement incentive and would be retiring from the Village of Churchville. She stated a new chair would have to be appointed. She stated she has enjoyed her service to the village and the association.

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. DiDomenico for appointing him in the position again. Mr. Cullinane stated that the IIMC 2011 Annual Conference would be held in Nashville, TN from May 8-12, 2011. He also stated that Region I has been very active and commended the Region I Directors for their efforts on behalf of the clerks in the region.

Mr. Cullinane introduced Ms. Bonnie Page, Village of Speculator, to present the RMC Report. She stated 111 RMC's have been awarded since the program began in 1998. There were currently 50 active RMC's. She stated that 13 re-certifications would be awarded as well as 2 new RMC's. The following is a list of those persons:

Re-certifications: Karen Navin, Village of Laurel Hollow; J. Tim Rice, Village of Plandome; Brian Ridgway, Village of Garden City; Louis DiDomenico, Village of Kings Point; Nancy Yoshi, Village of Roslyn Estates; Palma Sumcizk, Village of Mill Neck; James Koury, City of Oneonta; Jill Mattison, Villages of Lacona and Sandy Creek; Michele Cusyck, Village of Pulaski; Kathie Smith, Village of Barker; Charles Rankin, Village of Groton; Shawn Cullinane, Village of Lindenhurst; and Bonnie Page, Village of Speculator.

New Certifications: Patricia Sage, Village of Franklinville (received designation prior to Fall School); and Dorothea Ciccarelli, Village of Webster.

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. He presented a list of eligible persons for the designation of Honorary Member. The following is a list of those persons: Joseph Merrill, City of Binghamton; David Moulton, Village of Clinton; Sandra Schroeder, Village of Sag Harbor; Nancy Fortin, Village of East Syracuse; Suzanne Jones, Village of Greene; Nancy Mitchell, Village of Walden; Sondra Casterline, Village of Waverly; Rosemary Stimpfel, Bellerose Village; Bonita Colwell, City of Hudson; Virginia O'Dell, Village of Walton; Jane Sickmon, Village of Tully; Barbara Clarke, Village of Painted Post; Patricia Bowers, Village of Ballston Spa; and Josephine Bruno, Village of Ravena. *Upon a motion made by Ms. Jezewski, Village of East Aurora and seconded by Ms. Page, Village of Speculator, nominations for Honorary Members would be accepted for the persons listed.*

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 Ms. Barbara Van Epps, NYCOM Assistant Director. Ms. Van Epps came forward and accepted her award and thanked the committee for the honor. Ms. Bonomo then awarded the Clerk of the Year to Ms. Joyce Jezewski, Deputy Clerk Treasurer of the Village of East Aurora. Ms. Jezewski accepted the award and expressed her thanks and appreciation for the honor.

At this time, Mr. DiDomenico gave his closing remarks. He stated that it had been a pleasure to serve the association as its President and wished incoming President Borchert and the Executive Committee luck in the position. He thanked NYCOM, OSC and the New York Society of Municipal Finance Officers with working with our association. He also stated that he was pleased with the movement forward made by the committee and the association and thanked all of the members of the association for their support.

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 2010-2011. 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 21, 2010 NYSACVC Annual Meeting:

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

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. Sanfilippo, Village of Celeron and seconded by Ms. Wharmby, Village of Fairport, the 2010-2011 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 Borchert presented an award to Mr. DiDomenico for his service to the association.

Mr. Borchert 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