



The Bulletin

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"It's a helluva start, being able to recognize what makes you happy."

••
Lucille Ball



Brian Ridgway
NYSACVC President

President's Message

Several weeks ago members of our Association and the members of the NYS Society of Municipal Finance Officers gathered in Saratoga Springs for attendance at the 52nd Fall Training School sponsored by NYCOM and the Office of the State Comptroller.

The high level of training that we were provided was beneficial to us all. In addition, the week together gave us the opportunity to reconnect with old friends and begin conversations with new ones.

As I take over the leadership of our Association, my single most important goal for the upcoming year is to stay connected with our membership. I am pleased that such a strong and dedicated Executive Committee has been assembled. The members of the Executive Committee and members of the various supporting committees will strive to remain focused on three fundamental areas: **Communications - Partnership and Accountability**

Throughout the year I will report on our Association's progress using our Web-Site, and through our "Bulletin" publication, which will have a new design within the next few months. A complete listing of the 2007-2008 committees is listed within this edition of the Bulletin and is also posted on our web-site.

Thank you again for your support as we move ahead toward a new year.

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Regional Assignments Announced

Many of you attended our annual luncheon meeting held during the 52nd Annual Fall Meeting Training Session, at which time I made a few opening remarks as our Association's new President.

As me move into a new year, I have asked members of each Committee to keep in the forefront three words: Communication – Partnership & Accountability while they move forward. By using these words, I truly believe that all committee members representing our Association will have a successful year and the end result of their efforts will be a benefit to us all.

The other item that I wish to cultivate this year is the concept of "Regional Assignments". The idea is to divide the State into five regional areas. Each Regional Manager will be the single point of contact from the State Association for their assigned geographical region. Their role is to provide assistance to you when needed. This help can range from questions regarding upcoming educational training, to requesting assistance following an emergency which is hampering the operation of your Village or City Hall.

Over the next few months you will be hearing more information about the Regional Assignment. Below is a listing of each region and the assigned representative.

Region 1: (Long Island, Catskills and Hudson Valley Area) Louis DiDomenico, Village of Kings Point (516)504-1000

Region 2: (Central / Albany Area) James Koury, City of Oneonta (607) 432-6450

Region 3: (Thousand Island / Adirondacks Area) Kathie Montigelli, Village of Black River (315) 773-5721

Region 4: (Finger Lakes Area) Patty Couch, Village of Skaneateles (315)685-3440

Region 5: (Niagara / Chautauqua Area) Daniel Borchert, Village of Akron (716) 542-9636



From the Editor's Desk

James R. Koury
City Clerk,
City of Oneonta

Welcome to the Fall/Winter 2007 Edition of The Bulletin! Yes, you are reading this in 2008 but hey, you know how the phrase goes, “ ___ happens” and you just have to deal with it! I need not get into the details, but rest assured it was a fun December!

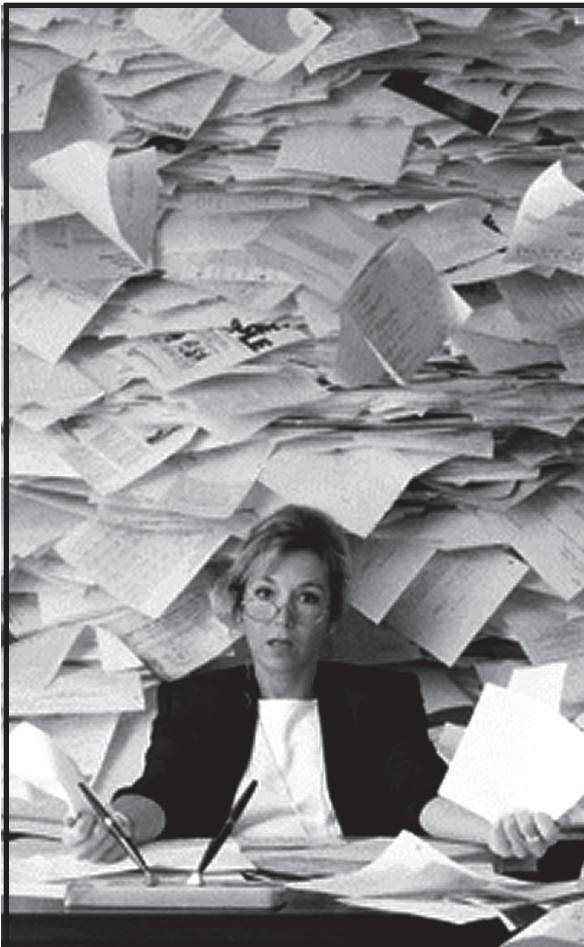
This issue of The Bulletin is packed full of great information. Included in this issue is a highlight of the 2007 NYCOM/OSC Fall Training School held in Saratoga Springs , New York . If you weren't there, you missed a great school! Mark your calendars for 2008 and plan on being there!

Additionally, President Ridgway announced regional assignments as part of his objectives of enhancing “communication, partnership and accountability.” The directors are responsible for disseminating important information about our association and events being planned. President Ridgway has also asked that brief biographies of the Executive Committee be included in order that you may get to know us all a bit better.

As always, many thanks to our advertisers: General Code Publishers; Commerce Bank; Munistat Services; H2M, NY Class/MBIA; PERMA; Bernard P. Donegan Municipal Finance; Chautauqua County Clerks' Association; and the City of Oneonta City Clerk's Office. We always welcome new advertisers!

The IIMC Annual Conference is coming up in May, specifically the week of May 18 – 22, 2008. The conference will be held in Atlanta , GA . As a regular attendee of the IIMC Conferences, I would highly encourage you all to attend. It is a great educational experience.

If anyone would like to submit an article, please forward it to my attention at 258 Main Street , City Hall, Oneonta , New York or via e-mail at jkoury@oneonta.ny.us or at oneontaclerk@yahoo.com . The Bulletin belongs to YOU, the membership, so please do not hesitate to send in any information that you think would be useful to your colleagues.



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IIMC Regional Director's Report

Linda Cohen, Bernice Dixon, Region I IIMC Directors

The IIMC Mid Year Board Meeting was held in rainy Florida on October 26, 2007 . It was an 11 hour meeting.

President Tokar is going to appoint a Task Force to look at the guidelines for certification and class approval. We are hoping for a quick turnaround of findings, as we know there are many Clerks waiting for approval of their MMC application.

We are happy to note that the approval of CMC applications was up to date as of last week. MMC applications are next.

An exchange program has been funded to allow Clerks from different countries to learn each others duties. More information will be forthcoming on this program.

Dr. Eftekari's contract has been signed for the next two years.

It has been decided that points will be awarded for participation in Athenian Dialogues toward CMC and MMC. More information will be available in upcoming Digests.

We awarded the bid for the 2012 IIMC Conference to Portland , Oregon . Reno and Omaha had also submitted proposals. There is still no resolution on the location of the 2010 conference which will be held outside of North America .

Region 1 meeting will be held on March 27 and 28, 2008 at the Gideon Putnam Resort in Saratoga Springs , New York More information to come after the November 6, 2007 election. We hope to see you there.

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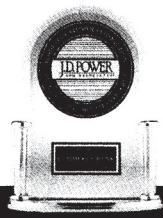
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MEET YOUR NEW EXECUTIVE COMMITTEE

Brian S. Ridgway, RMC - President

Brian S. Ridgway has been the Village Clerk of the Village of Garden City since 2000. He has also served as Village Clerk-Treasurer in the Village of Mineola and has been employed in the private sector for over 15 years with IBM Corporation prior to entering public sector service.

Brian's educational experience includes a Bachelor of Science/Business Administration from Adelphi University. He has completed his 2nd year of the 3-year program in the Municipal Clerks Institute at Cornell University. He has also received his Registered Municipal Clerk certification.

His professional memberships include: the NYSACVC since 2000 and is its current President; Long Island Village Clerks and Treasurer's Association and served as its President from 2004 – 2006. Other professional memberships include service as a member of the Advisory Transitional Committee for Nassau County Clerk Maureen O'Connell, the International Institute of Municipal Clerks and the Garden City Fire Department.

Brian has been married to Ellen for 26 years and has two children; Tracy and Colin. He enjoys gardening, tennis and is a baseball coach.

Louis M. DiDomenico, RMC – First Vice President

Louis DiDomenico has served in village government spanning a total of 33 years. He has been the Village Clerk-Treasurer in the Village of Kings Point since 2003. Before his service with the Village of Kings Point, he has been the Village Clerk in Mineola, its Superintendent of Public Works, Assistant to the Superintendent of Public Works and a Laborer in the Department of Public Works.

His professional memberships are many and varied. He is currently the President of the Long Island Village Clerk and Treasurer's Association as well as the First Vice President of the NYSACVC. He is also a member of the NYS Society of Municipal Finance Officers, NYS Government Finance Officers Association, American Public Works Association (Past Chapter and Branch President and currently Chapter Secretary), Assessors Association of Nassau County, NYS Archives Regional Advisory Committee, and the Long Island Sanitation Officials Association.

Louis has been married to Sandee for 20 years. His interests include travel and golf.

Daniel P. Borchert, CMC/RMC – Second Vice President

Dan Borchert has been the Clerk-Treasurer of the Village of Akron, located in Erie County and has served in this capacity since July 2001.

Dan's educational experience includes a Bachelor of Science Degree in Accounting from Rochester Institute of

Technology and an Associate Degree of Applied Science in Accounting from Cazenovia College. He is a member of the first graduating class from the Cornell Municipal Clerks Institute. In addition to his membership and role in the NYSACVC, Dan is also a member of the NYS Society of Municipal Finance Officers, NYS Government Finance Officers, Municipal Administrative Officers Association of Erie County (is also a Past President) and the Erie County Village Officials Association (has also served as Secretary).

Dan has been married to Dawn for 10 years. He has two children Christopher and Matthew. He and his family enjoy camping, working and playing outdoors. His interests include being a Little League and Soccer League volunteer coach and is a Cub Scout Den Leader.

Sheila Gillespie, MMC/RMC – Director

Sheila Gillespie has been the Clerk-Treasurer of the Village of Cobleskill since 1990 but has served the village since 1987 in other capacities as Account Clerk and Deputy Clerk-Treasurer.

Shelia's educational background includes a Paralegal Degree from Schoharie County Community College and has professional educational certifications as a Certified Municipal Clerk, Master Municipal Clerk, Registered Municipal Clerk and a Credentialed Municipal Finance Officer.

In addition to her membership and capacity as Director in the NYSACVC, she is the Treasurer for the Schoharie County Municipal Clerks Association. She is also a member of the NYS Society of Municipal Finance Officers, NYS Government Finance Officers Association, International Institute of Municipal Clerks, and the Schoharie County Village Officials Association.

Shelia is married to James B. Gillespie and has two daughters, Kristine Hay and Taylor Gillespie.

Randy Bond, CMC/RMC – Director

Randy Bond has been the Village Clerk of the Village of Sands Point since 2004 but has worked for the village since 1991. She has also held several other positions including Accounts Receivable, Building Coordinator, and Deputy Treasurer). She has also worked in the private sector for many years prior to her governmental service.

Randy's educational background includes a BS Information Transfer (graduated Summa Cum Laude).

Randy is married to Arthur and has three children; Andrew, Jonathan and David. Her interests include travel, theatre, opera and anything of a trivial nature. She also loves being a clerk!

continued from page 4

Bonnie Page, CMC/RMC – Treasurer

Bonnie Page has been the Village Clerk-Treasurer for the Village of Speculator since 1988 and served as Village Treasurer since 1986.

Bonnie’s educational background includes a degree from Spencer Business Institute in Schenectady . She also has professional education certifications as a Certified Municipal Clerk and Registered Municipal Clerk and is a Credentialed Municipal Finance Officer.

In addition to her membership and capacity as Treasurer in the NYSACVC (also served as President), she is also a member of the NYS Society of Municipal Finance Officers (also served as its President).

She is married to Steven and has four children, four step-children and six grandchildren. She is also very active in her church.

James R. Koury, CMC/RMC – Secretary

James Koury has been the City Clerk of the City of Oneonta since December of 1992. Prior to his service as City Clerk he worked at various public and private sector firms including the City of Buffalo Planning Department, the Community Heritage Company in Gloversville , the Capital Hill Improvement Corporation in Albany and The Saratoga Associates in Saratoga Springs .

Jim’s educational background includes a Bachelor of Arts in Public Affairs from the State University at Albany and a Master of Urban Planning from the State University at Buffalo . He also has professional education certifications as a Certified Municipal Clerk and Registered Municipal Clerk.

In addition to his membership and capacity as Secretary of the NYSACVC, he has also served as Treasurer and President. Jim is also a member of the New York Association of Local Government Records Officers (also served as President) and the International Institute of Municipal Clerks.

Jim is happily single! His interests include weight training, pencil drawing, media publishing, gardening and just enjoying the hell out of life!

NYCOM Winter Legislative Meeting to be held in Albany , NY at the Crowne Plaza Hotel. Go to www.nycom.org for further details on the meeting.



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Clerk speaks out about summer Clerks Institute at Cornell

By Eric S. Denk

If you can spare three and a half days of the summer, attending the Cornell Municipal Clerks Institute is a great way to spend your time.

Every summer since 2003, City, Town, Village, and Legislative Clerks from around New York State and beyond have gathered at Cornell University in Ithaca (Tompkins County) for the Cornell Municipal Clerks Institute. (I am told that a similar program was conducted at Syracuse University for many years but stopped.) It is three and a half days packed full of information about local government in New York, the use of technology and other tools for effective management of information and people.

If you don't already know this, the campus of Cornell University is magnificent. Lodging for the Institute is single-occupancy (unless you choose double) in an air conditioned residence hall. Meals have plenty of healthy choices and, there is plenty of time for walks in the evening and other relaxing activities throughout the week. Getting to "classes" can be accomplished by walking or taking a bus. Somewhere amidst farm land on a hill overlooking Cayuga Lake, a wise man had a vision about a hundred and fifty years ago. Seeing Cornell is an experience in and of itself. And, when you've spent 3 ½ days there you actually feel smarter.

The program is accredited by the International Institute of Municipal Clerks (IIMC). And, if you complete the three-year curriculum, you have 100% of the education required to be designated "Certified Municipal Clerk" (CMC) by the IIMC. (The CMC application also has an experience requirement that is separate from the education requirement.) The three-year curriculum is designed to meet IIMC educational requirements and is consistently relevant to local government in New York.

I first heard about the affiliation with Cornell in 2004 while visiting the web site of the IIMC. At the time, I was a new City Clerk interested in obtaining some credentials. I started the program in 2005 and planned to "graduate" in 2007. In my "class" were three City Clerks, two Village Clerks, two Town Clerks, two Town Clerk/Tax Collectors, one Village Clerk/Treasurer, one Deputy Village Treasurer, one Clerk of a County Legislative Board (Virginia Amico) and me. (After three years as City Clerk of the City of Binghamton, I became the Clerk of the Broome County Legislature.) With all of those different job titles and combinations, one might think, "how can the curriculum be relevant to everyone?" Well, the answer is, we all agreed that we learned from the instructors and from one another. And, while every minute of every presentation may not be directly related to our day to day activities, it helped us to understand local government better and perhaps to understand the job that the person down the hall does, too.

Twelve of us who started together in 2005 completed the three year program in 2007. I told them at every chance that "I did not come here to make friends; I came here to study and learn." However, the camaraderie that developed is unavoidable and

unmistakable. I now have a group of twelve "friends" in the industry – twelve people who I spent a total of ten and a half days with, who I learn from, and with whom I consult on various issues that come up throughout the year. It can be anything from dealing with Board Members (or Legislators) to records management, to staffing suggestions.

For a long time, I have been an advocate for education – both for professional development and personal development. That is why, from time to time, I take for-credit or non-credit classes at my local community college, cooperative extension, chamber of commerce, etc. Education is one of those things that, once you acquire it, no one can take it away from you; that is why I call it an investment. And like many things in life you get more out of it if you put some effort into it.

The Clerks Institute is not effort-free; there is a home study requirement that is due on the first day of each institute. This consists of assigned reading and an open book "test" all of which are neatly packaged and mailed to you about four weeks before the institute, if you are registered. The Clerks Institute is not free of charge either. It is a financial investment of about \$750.00, which includes 4 nights of lodging, ten meals, parking, and a buss pass. Some Clerks have the fee paid for by their employers, and others pay for it themselves. Most do a combination of both. There is even scholarship money available from IIMC as well as other sources such as the NYS Association of Town Clerks, and the NYS Association of City and Village Clerks to name two. The experience culminates with a catered banquet, at which the Clerks who have completed three years in the program receive a certificate. Many past graduates of the program attend the banquet as do leaders in the various state Clerk associations. Spouses and other guests are also welcome to attend the banquet as well. The cost for guests to attend the banquet is about \$75 for guests, but this fee is included with the registration fee for Institute participants.

Registration begins in March of every year and may be done through the mail or over the internet. And the Institute is usually the last full week of July. Arrival is on Sunday late afternoon and the program ends at lunchtime on Thursday. I encourage you to seriously consider this opportunity. If it means going to your Board and asking for extra money, do it. If it means shifting some responsibility to other staff members, do it. I believe it is worth whatever personal and professional sacrifices you have to make to invest four days of your life (12 days if you complete all three years) in this worthwhile program. You will be a more valuable employee and you will enhance your professional and personal development.

To learn more about the Cornell Municipal Clerks Institute, visit www.clgp.aem.cornell.edu/clerks.htm

Denk has been the Clerk of the Broome County Legislature since January 2007. Prior to that, he was the City of Binghamton City Clerk for three years.



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NYCOM/OSC Fall Training School Held

The 51 st NYCOM/OSC Fall Training School was held in beautiful Saratoga Springs , NY in September 2007. Congratulations to NYCOM and the OSC for another GREAT job! We are all looking forward to 2008's school up in Lake Placid , NY .

The NYSACVC welcomed a new Executive Committee, with Brian Ridgway, the Village Clerk of the Village of Garden City taking the helm from Lisa Copeland, City Clerk of the City of Mount Vernon . We welcome two newcomers to the Executive Committee; Sheila Hay-Gillespie, Clerk-Treasurer of the Village of Cobleskill and Randy Bond; Village Clerk-Treasurer of the Village of Sands Point. We welcome back veterans, Louis DiDomenico, Dan Borchert, Bonnie Page and Jim Koury.

Bonnie Page was the recipient of the NYSACVC's Clerk of the Year Award while Wade Baltramo, NYCOM Counsel received the association's Distinguished Service Award. Their biographies and pictures are on page 10 of this issue of The Buletin.

Below is a brief pictorial of some of the highlights from the Fall School . See you in Lake Placid !



Outgoing President Lisa Copeland addresses the membership at the Annual Meeting



President Brian Ridgway addresses the membership at the Annual Meeting



John Spellman, Esq. and President Ridgway



John Spellman, Esq. addresses the membership after swearing in President Ridgway



President Ridgway presents outgoing President Copeland with gift



2008 Executive Committee being sworn in by John Spellman, Esq.

Bonnie Page Wins 2007 Clerk of the Year Award



Bonnie Page, Village Clerk/Treasurer of Speculator, was chosen as the 2007 recipient of the Clerk of the Year Award at the annual meeting of the New York State Association of City and Village Clerks held on September 20 th in Saratoga Springs .

Bonnie has dedicated 21 years of her life to public service.

During that time, she has been an active member of the NYSACVC. She has served as President and is presently serving as the Treasurer as well as numerous committees. Bonnie has achieved the titles of Registered Municipal Clerk, Certified Municipal Clerk and Certified Municipal Finance Officer.

She also played a part in re-establishing the Clerks Institute in Cornell, as she served on the first joint committee of the New York State Association of City and Village Clerk's and the Town Clerk's Association.

NYCOM's Wade Baltramo Wins Distinguished Service Award



Wade Baltramo was presented with the 2007 Distinguished Service Award at the 2007 annual meeting of the New York State Association of City and Village Clerks held on September 20 th in Saratoga Springs .

Wade's impressive background includes serving as Assistant

Corporation Counsel in the New York City Law Department, where he litigated both Civil and Criminal cases on behalf of the City's Dept. of Buildings, Dept. of Health, Taxi and Limousine Commission, Dept. of Environmental Protection, and Fire and Police Depts. In addition, he has worked as an analyst in the New York City Mayor's Office of Operations.

Wade joined the New York Conference of Mayor's and Municipal Officials in 2002 as Deputy General Counsel.

MARAC 2008 SPRING CONFERENCE TO BE HELD IN CHAUTAUQUA, NY

The Mid-Atlantic Regional Archives Conference (MARAC) Local Arrangements Committee and the Western New York archival community invite you to experience Chautauqua Institution beautiful Chautauqua, New York , scheduled for May 2008.

Begun in 1972, MARAC is a volunteer, regional consortium of archivists who live and work in the states of New York , New Jersey , Pennsylvania , Maryland , Delaware , Virginia , and West Virginia , and in the District of Columbia . MARAC takes a leadership role in expressing its concern on archival issues of both regional and national importance.

This spring conference will be held from May 1-3, 2008 at the historic Athenaeum Hotel on the Chautauqua Institution campus. The theme, "Education Outside the Box" will include sessions focused on issues such as using records to teach, new trends in archival education, training non-archivists, and archives of education programs.

Room rates at the Athenaeum Hotel are \$130 a night, single or double occupancy.

The MARAC Local Arrangements Committee is in the

process of organizing a number of tours to take place both during and after the conference. Possibilities include tours of the local Amish Country, Lily Dale, a Spiritualist Assembly, and the Southern Tier Brewing Company. We also hope to offer a stay-over package at the Athenaeum and at the Peek 'n Peak Resort and Spa.

For more information on the conference contact the following:

Conference Information:

<http://www.lib.umd.edu/MARAC/conferences/2008/spring08/spring08.html>

Program information:

Ann Marie Przybyla (aprzybyl@mail.nysed.gov) or Pamela Whitenack at: (pwhitenack@hersheyarchives.com).

Local arrangement information:

Jim Tammaro (jtammaro@mail.nysed.gov) or Jon Schmitz (jschmitz@ciweb.org).



2007-2008 Executive Committee Members

Brian Ridgway, President.....516.465.4053
Louis DiDomenico, First Vice President.....516.504.1000
Daniel Borchert, Second Vice President.....716.542.9636
Sheila Hay-Gillespie, Director 518.234.3891
Randy Bond, Director.....516.883.3044
Bonnie Page, Treasurer..... 518.548.7354
James Koury, Secretary..... 607.432.6450
Lisa Copeland, Immediate Past President.... 914.665.2351

Upcoming LIVCTA Meetings

Wednesday, February 13, 2008

Breakfast Meeting 8:30 a.m.

Hilton Huntington, Melville

Wednesday, March 12, 2008

Lunch Meeting 12 noon

Irish Coffee Pub, East Islip

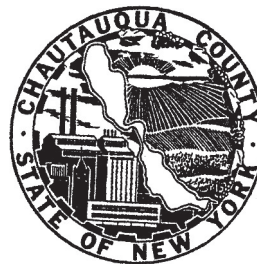
NYSACVC Committee Chairs

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Nominating..... **Shawn Cullinane**
Registered Municipal Clerk (RMC)..... **Bonnie Page**
RMC Appeals Board..... **James Koury**
Scholarship..... **Sue Davis**
Village/Town Clerks Liaison..... **Brenda McConnell**
Website Committee..... **Brian Ridgway**



James R. Koury,
CMC/RMC
City Clerk,
City of Oneonta, NY

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