

NEW ENGLAND ASSOCIATION OF CITY & TOWN CLERKS

EXECUTIVE BOARD MEETING

MARCH 22, 2007

Burlington Massachusetts Library

The meeting of the NEAC&TC Executive Committee was called to order at 10:30 am by President, Lucette Pellerin. Members present : Patti Dubois- Maine; Diane Trippett, Kelly Barnaby- New Hampshire; Barbara Oles, Clyde Jenne, Beth Jenks, Sandra Pinsonault – Vermont; Wilma McDoanld, Madaline Doust – Massachusetts; Kate Wall, Leona Mainville, Catherine Nurmi, Ellen Dupont , Irene Masse –Connecticut; Peggy Long, Marie Twohey, Maureen Smith , Anne Irons , Elizabeth Crowley – Rhode Island.

President Pellerin presented a letter of resignation from Barbara Oles, 2nd Vice President – Vermont. The letter stated that she will be retiring in 2008 and the Association will be better served by getting someone on board now to complete the term through 2009

The Vermont Municipal Clerk's Association has recommended Pattie McCoy to the NE Executive Board for appointment to the vacancy. Pattie McCoy was present at this meeting and is willing to accept the responsibility of this position. A motion was made to accept the resignation of Barbara Oles with regret and wishes for a long and well deserved retirement. The motion was seconded and so voted.

The Board members has discussion as to the filling of a vacancy according to the NE Constitution. The recommendation to the members will be to "Poll the members of the state executive committee members for a nomination to the Board. A motion was made, seconded, and so voted to appoint Pattie McCoy as 2nd Vice President – Vermont. President Pellerin swore in Pattie as 2nd Vice President.

A motion was made, seconded and so voted to accept the minutes of the previous meetings as submitted from November of 2006.

Elizabeth Crowley, Immediate Past President was very happy to report that the Rhode Island Conference Committee will return \$1,000 to the Scholarship Fund. A 2006 Conference Report was submitted on the Conference at Newport,RI. Total conference registration was 230. with registration fees set at \$150 for members and \$175 for non members. A late fee of \$50 was also in effect. The budget for the conference was \$85,000. The Conference committee extended best wishes to the Maine Clerks for the 2007 New England Conference.

Treasurer, Irene Masse, submitted her report showing expenses from 11/06 thru 3/20/07 to be \$2,283.07. Revenues, including the \$1,000 the RI Conference returned is \$6,882 Leaving a Total Balance of \$5,190.92.

If the constitution changes are approved at the Annual Meeting the new Budget year will be January thru December going along the same time of year with the new President.

Dues notice will be sent via the web and postcards.

Editor, Wilma MacDonald, stated that she did not know the cost of the newsletter had skyrocketed and the line item was over by \$1,400. After some discussion a motion was made to send the newsletter out over the web. The Webmaster will support vendors income. The motion was seconded and so voted

Wilma also read a note from Catherine Flanagan Stover giving her proxy vote to Wilma MacDonald. Board members had some concerns regarding the proxy vote. Amendments may be made to an item and proxy would change. Committee members should be committed to New England and attend meetings. It was a concern that the authority of the Board would be gone. Voting procedures will be addressed in the Constitution.

Discussion was held on where the Board meeting is held. The secretary reported that the Burlington Library was free and the lunch bought is inexpensive as to what was formerly paid at a hotel. Board members asked if meetings may be held at same time and place of Region I Meeting. The 1st VP will look into it and when location is accessible to all the members.

Constitution changes, sent to each member, were discussed at length and all changes will be sent to Board Members and then to full membership for a vote to be held at the annual meeting.

Kate Wall, Chairman of the New England Institute & Academy reported that the hours have increased for the Certified Municipal Clerk designation. The Institute will have three new professors this year. The Vermont site has been working very well and the feedback has been great.

Linda Morrell, of Windham, Maine gave the report of the Membership Committee as Chairman. As of March 6th, 2007 232 members had paid dues. Member of each state are: Connecticut-38, Maine – 64, Massachusetts – 61, NEW Hampshire – 11, Rhode Island – 29, Vermont – 29 for a total of 232. Membership is to be e-mailed to VP's and Membership Committee.

The NE Conference report was submitted by Betty Crowley, Immediate Past President. Total registration at the conference was 230 with 280 attending the Banquet. Registration fee was \$150 for members and \$175 for non members. After 10/06 the fees increased to \$200 and \$225. The report is made part of the minutes.

Conference Committee Reports

The NE Conference is to be held in Maine at the Cliff House. Reservations must be made early to assure a spot. The dates are November 14th – 16th, 2007

The 2008 NE Conference will be held in Portsmouth New Hampshire on November 19th – 21st. Kelli Barnaby the Portsmouth Town Clerk is working very hard with the city to make the conference a success.

The Equinox of Vermont is the site for the 2009 Conference on Nov. 18th – 20th. A room rate of \$139 has been secured.

The 2010 Conference in Massachusetts is most likely moving the date of the Conference to October. More to come.

Connecticut and Rhode Island had nothing to report at this time.

Diane Trippett stated that she was having trouble opening a conf. Committee account. The Bank is requiring a Tax ID # Copy. The treasurer is working on the 501 – Tax Free paperwork.

The next meeting will be held at the Conference in Maine at 9:00 am on Wednesday the 14th of November.

All business being completed the meeting was adjourned at 12:15 pm