

**NEMCI&A BOARD OF DIRECTORS**  
FOXWOODS RESORT, PEQUOT TOWERS  
LEDYARD, CT  
November 16, 2005

The meeting of this Board was called to order by Kate Wall, Chair, at 12:10 PM.

Members present: Kate Wall, Deborah Dami, Nadeen Daniels, Carol Johnson, Anita Doucette, Laura Francis, Judy Gaouette, Sandra Harris, Louise Phaneuf, Carol Robbins, and Linda Spence.

Member absent: Yoland "Tody" Justice.

Handouts were distributed to the members present of the NEMIC Institute Comparison 2005 and the US Clerk's Institute Costs Survey. The first was provided by Kathleen Quinn, former Chair of the Board who was also present at the meeting. The second had been prepared by Patti Brochu, a former member of the Board.

Kate Wall welcomed the new members to the Board and advised that the first order of business for this Board would be to decide whether the municipal clerks' institute was going to be held at SALVE or at another institution. Kate noted there were conflicts in the By-laws as opposed to policies, particularly regarding the first meeting of the Board and the swearing in of new members. She asked that everyone go through the policies and By-laws make notes, and get back to her with any conflicts they may find so the Board could address these items at a later date.

A brief discussion was held on the potential merits and misgivings regarding the institute staying at SALVE or moving to another location. Members felt more review of the numbers and discussion in particular about graduation was needed. It was agreed that no official voting would take place at this time but that the Board would meet later in the week.

The Board discussed possible solutions to reducing costs for meetings of the board, etc. Kate Wall advised that Manchester had offered to hold the meetings there and her estimation was a savings. She distributed potential mileage cost reimbursements to members.

On motion of Carol Robbins, seconded by Linda Spence it was voted to meet in New Hampshire rather than Chelmsford, MA.

Discussion ensued about saving money on lunches for the Board. On motion of Linda Spence, seconded by Carol Robbins, it was voted to remove this reimbursement item from the by-laws. It was also agreed that members of the Board would, for the foreseeable future, pay for their own lunches but that the staff lunches would be paid at the January meeting.

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Kate Wall then reviewed some of her ideas about who and how she would be appointing members to various positions in the next year.  
On motion of Carol Johnson, seconded by Carol Robbins, it was voted to adjourn the meeting at 12:45.

Respectfully  
Submitted: \_\_\_\_\_ Approved: \_\_\_\_\_  
Carol Johnson, Secretary