

**NEMCI&A BOARD OF DIRECTORS**  
FOXWOODS RESORT, PEQUOT TOWERS  
LEDYARD, CT  
November 18, 2005

The meeting was called to order at 8:15 AM.

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

Kathleen Quinn was also present and was recognized by Kate Wall to speak to the issue of choosing the location for the institute and academy. Kathleen explained the process reached to this point of the comparison sheet that the Board had been provided. She advised that she attempted to provide the comparison on an "apples to apples" basis. She noted that visits were made to various locations. It was noted that some staff and Board members had indicated that Bridgewater was not a favorable location. Brown had recently submitted new numbers.

Kate Wall advised that Mitchell, in New London, though one drove through a not so nice area to get there, was a nice campus. The problem presented was 40 dorms to 4 baths and even those providing the tour agreed that with everyone trying to make an 8:00 AM class it would be a serious problem.

Discussion then moved to St. Michael's in Vermont. It was noted that Colleen Hague had joined members in the tour at this facility, which was helpful because she knew many of the people there. Additionally noted was that if the contract went for two years St. Michael's would provide an incentive because they wanted the clerks to locate there.

Discussion about Salve Regina surrounded the cost and the fact that they had indicated they would hold their price for one year only but then would be going up on the rates. Everyone agreed that staying at Salve would be ideal if it could be done especially given the location for graduation ceremonies, but concerns about the costs were expressed by many in addition to the sense that the college had become a university that was no longer interested in retaining the clerks as a consumer.

Comments made regarding Roger Williams included that it had been a late responder which did not instill confidence in their ability or interest in responding to the clerks needs, in addition to the price. It was noted however that the facility was top notch and the word was that others had left Salve to go there.

Discussion again moved to St. Michael's. Linda Spence noted that the liquor laws in Vermont were quite different in that the reception, party, and graduation would need to be gone through a caterer in order to provide any liquor. Browns River, the usual host of the opening reception, did not have an issue with this and members agreed that there were other ways to provide the ability to have a drink and this should not be a primary focus of the decision making process.

The graduation ceremony location was a big concern by many. Kate Wall and Kathleen Quinn both discussed the potentials of the Library stairs, the auditorium and other locations near the campus. It was generally agreed that some people would not like the boat idea because a fear of the water.

The Board again detailed some of the numbers in particular those regarding the computers and room costs. Kathleen Quin explained how the figures were arrived at given the differences at all of the locations for computer classes.

Following this review of the numbers, on motion of Debbie Dami, seconded by Louise Phaneuf, it was unanimously voted to move the New England Municipal Clerks Institute and Academy to St. Michaels University.

Comments were made that the change could be good and it was like giving birth to a new era.

Kate Wall commented on how impressed she was with members of the new board and felt they would do a top-notch job in making the move to St. Michaels University a positive experience.

Kate Wall advised of the offices chosen for the next year approved through acceptance of the Nominating Committee last year noted as follows:

Chair	Kate Wall
Vice-Chair	Debjay Das
Treasurer	Nadeen Daniels
Secretary	Carol Johnson

Kate Wall then advised of appointment to committees as follows:

Promotion & Marketing	Laura Francis
Treasurer	Nadeen Daniels
Evaluations	Yolande "Tody" Justice
Logistics	Deborah Dami
Information	Anita Doucette
Curriculum	Judy Gaoeurette
Registration	Carol Johnson
Food and Banquet	Carol Robbins
Graduation	Louise Phaneuf
Brochures	Sandra Harris
Scholarships/Orientation	Linda Spence

Kate Wall noted that Kathleen Quinn would be looking into a grant application process for St. Michaels in the hopes of preparing a grant that would assist with costs for the clerks.

Again, it was noted at this meeting that the by laws needed to be reviewed.

The next meeting was tentatively set to be held at St. Michaels on January 13<sup>th</sup> at 10AM location to be announced.

The next meeting with the faculty has been scheduled for 9:00 AM on January 16, 2006 in Manchester.

On motion of Kate Wall, seconded by Carol Robbins, it was voted to adjourn.

Respectfully submitted,

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Carol Johnson, Secretary

Approved: \_\_\_\_\_