



**NEW ENGLAND ASSOCIATION OF CITY AND TOWN CLERKS
Executive Board Meeting Minutes
Wednesday, November 16, 2022, at 10:30 AM
Chatham Bars Inn, Chatham, MA**

Present: Kelly Bilodeau (CT), Tracy Borst (VT), Susan Clements-Dallaire (ME), Mary De Alderete (MA), Michelle Farnham (ME), Valerie Fox (MA), Marc Garofalo (CT), Lisa Goodwin (ME), Michele Grande (CT), Debra Gremo (MA), Kristin Kenniston (NH), Donna Kinville (VT), Tammy Legacy (VT), Erin Liese (RI), Millie McGinnes (RI), Kerri Parker (NH), Susan Pawluk (CT), Dottie Powers (MA), Heidi Racht (VT), Anita Sheldon (VT), Susan Skidgell (ME), Carol Wordell (RI).

Call to order – President Dottie Powers called the meeting to order at 9:35 a.m.

NEMCI&A Report-Tracy Borst

Tracy went over the goals for the year. On-line Registration, an overhaul of their assessments, and successful recruitment. All of which have been met.

She also noted that they have entered into a 3-year contract with Jim Ognibene to continue online offerings.

Their Summer in-person program went well, and all enjoyed their stay in the new dorms at Plymouth State University and they graduated 12 dedicated clerks.

She will be stepping down as the Chair but will remain on the board for one more year.

Secretary's Report- Susan Clements-Dallaire

The minutes of the 11/1/2022 Board Meeting (held via zoom) were presented.

Motion was made by Tammy Legacy and seconded by Mary De Alderete to approve the minutes of the 11/1/2022 meeting as corrected.

Vote: Unanimously approved.

Treasurer's Report- Kelly Bilodeau

Kelly reported that there are a total of 584 members, down from 646 last year.

Our account balance as of today is \$21,397.16, pending any conference expenses and insurance payment. The reserve of \$18,000 has remained about the same.

One challenge that she has been faced with are membership renewals. There isn't a deadline for membership renewals, and they are hard to track because they come in at random times

throughout the year. Membership chairs and Vice-Presidents for each State should be pushing something out for everyone to get their renewals in by January 1st.

There was discussion on charging a late fee for those that do not get their renewals in within a certain time frame. Someone else suggested that rather than charging a “late fee”, that we offer it as a discounted rate for early registration.

Motion was made by Marc Garofalo and seconded by Heidi Racht that registrations run from January through December with a \$35 fee through March 1st, and \$50 fee for any registrations received after March 1st.

Vote: Unanimously approved.

Newsletter Editor Report – Betsy Browne (absent)

In an email, Betsy asked that we mention that she will need all reports following the conference and a message from Dottie as past President and Michele as incoming President.

Webmaster Report- Vacant

No report. Leigh Carney has stepped down and Lecrecia Wonsor will be sworn in as the new Webmaster.

Report of Committees

Nominating Committee:

New Executive Board Members:

Lisa Arpin - Connecticut

Kate Wall – Connecticut (to fill the remainder of a term which will expire in 2023)

John Meyers – Maine

Sue MacKinnon – New Hampshire

Sarah Rapose – Rhode Island

John Odum – Vermont

Mary Maslowski – Massachusetts

NEACTC Officers:

Secretary, Susan Clements-Dallaire – Maine

Treasurer, Kelly Bilodeau – Connecticut

Webmaster, Lucrecia Wonsor – Vermont

Newsletter Editor, Betsy Browne – Connecticut

Fifth Vice President, Kelly Darling – Massachusetts

Fourth Vice President, Tracy Borst – Vermont

Third Vice President, Kerri Parker – New Hampshire

Second Vice President, Lisa Goodwin – Maine

First Vice President, Millie McGinnes – Rhode Island

President, Michele Grande – Connecticut

NEMCI&A Officers:

Chair, John Myers – Maine

Vice-Chair, Sarah Rapose – Rhode Island

Secretary, Dianne Bucco – Massachusetts

Treasurer, Sue Skidgell – Maine

New Board of Directors:

Marguerite Phillips - Connecticut
Sherri L. Mutch – Connecticut
Sarah Rapose – Rhode Island
Leigh Carney – Rhode Island
Sue Skidgell – Maine
John Myers – Maine
Kerri Parker – New Hampshire
Kristin Kennison – New Hampshire
Tracy Borst – Vermont
Georgette Wolf-Ludwig – Vermont
Dianne Bucco – Massachusetts
Jayne Davolio - Massachusetts

Scholarship Committee – no report

Legislative Committee:

Andy Dowd was unable to attend the meeting. There will be legislative changes presented and voted on by the members at tomorrow afternoon’s meeting.

Technology Committee – no report

Conference Committees

- 2022 Massachusetts-Dottie Powers** – 32 vendors, 180 reserved rooms at a great rate, however food prices were astronomical.
- 2023 Connecticut-Michele Grande** – will be held November 15-17 at the Water’s Edge Resort and Spa in Westbrook, CT. The room rate is \$179 per night. They are taking every opportunity they can to fundraise for the event. They lost the opportunity to do so during the pandemic.
- 2024 Rhode Island- Millie McGinnes** – will be held at the Marriott in Newport, RI.
- 2025 Maine- Lisa Goodwin** – will be held at the Bangor Cross Insurance Center, rooms will be available at the Hollywood Slots Casino Resort and the Marriott. Maine is also working on fundraisers.
- 2026 New Hampshire- Kerri Parker** – currently looking at venues and gathering information.
- 2027 Vermont-Tracy Borst** – looking at three potential site options.

Old Business - none

New Business - none

Adjournment – the meeting adjourned at 11:35 a.m.

Respectfully submitted,

Susan Clements-Dallaire, Secretary