



**New England Association of City and Town Clerks
Executive Board Meeting
Minutes
Friday, November 18, 2022 AT 7:30 AM
Chatham Bars Inn, Chatham, MA**

Members present: Lisa Arpin (CT), Kelly Bilodeau (CT), Tracy Borst (VT), Betsy Brown (CT), Susan Clements-Dallaire (ME), Kelly Darling (MA), Mary De Alderete (MA), Michelle Farnham (ME), Valerie Fox (MA), Marc Garofalo (CT), Lisa Goodwin (ME), Michele Grande (CT), Kristin Kenniston (NH), Donna Kinville (VT), Erin Liese (RI), Mary Maslowski (MA), Millie McGinnes (RI), John Myers (ME), Kerri Parker (NH), Dottie Powers (MA), Heidi Racht (VT), Sarah Rapose (RI), Susan Skidgell (ME), Lucrecia Wonsor (VT), Carol Wordell (RI).

Call to order – President Michele Grande called the meeting to order at 8:05 am.

Incoming President's comments and review of budget – Michele stated that the budget hasn't really changed, and it is hard to determine the costs for things. A monthly fee of \$105 has been added for Star Chapter.

Everything is on hold until January as we focus on getting Star Chapter up and running. State webmasters were supposed to be able to post but that didn't happen. Michele would like to see that happen. As the new Webmaster, Lucrecia would like the names of the State webmasters. Lucrecia, Dottie, and Michele will work together to develop the site and make the decisions.

Michele would like to see an increase in memberships. The forms should go out the second week of December and the Webmaster can send out an email blast.

Outgoing President's comments and review of Conference 2022 – Dottie commented that the conference turned out great. There were at least 230 people in attendance, we had excellent service and classes. She added that she is looking forward to next year. She encouraged everyone to go heavy on the fundraising for their upcoming conferences.

Review of Spring Meeting date/meeting place – Our Spring meeting will be held during the IIMC Region One Annual Meeting/Conference in Cooperstown, NY March 29-31, 2023 at the Otesaga Resort, 60 Lake Street, Cooperstown, NY.

Review of Committees Goals – Everyone should have submitted their lists of goals. Lucrecia Wonsor is the Chair of the Technology Committee. Michele Grande, as President, appoints the Chair of the Nominating Committee as well as the Membership Committee.

Michele commented that the Constitution is a little fuzzy. She will ask the Legislative Committee to work on the language.

Erin Liese stated that she is willing to make a Membership Video and asked for pictures from each State so that she can put together a montage.

Unfinished Business - None

New Business - Dottie thanked everyone for working with her. She suggested that we keep copies of each NEACTC Program which will be helpful when planning our conferences. She added that Star Chapter will help with that process.

Adjournment – Motion was made and seconded to adjourn. Vote: unanimously approved. The meeting adjourned at 8:40 am.

Respectfully submitted,

Susan Clements-Dallaire, Secretary