

**Massachusetts Town Clerk's Association  
ByLaw Policies and Procedures Review Committee**

Thursday, September 2, 2021  
Via Zoom Meeting

**Members:** Nancy Blackmer, Trudy Reid, Stephanie Carrara and Jeanne Hudson

**Attendees:** Danielle Sicard, Robert Cutler, Elizabeth Greendale and Valerie Fox

The meeting was called to order at 2:00PM.

The first order of business was to re-organize the Bylaw Committee. Jeanne Hudson motioned to nominate Nancy Blackmer as Chair. The motion was seconded by Trudy Reid. The motion passed.

The ByLaw Committee reviewed the draft amendments to the MTCA Bylaws as submitted by Danielle Sicard via email on August 9<sup>th</sup> and attached here for reference.

Valerie Fox from the MTCA Education Committee spoke requesting an increase in membership for the Education Committee to 11 members. After a discussion the ByLaw Committee increased the membership.

The publication of the Public Recorder was removed from the ByLaws and all corresponding notions in the ByLaws will also be deleted.

It was commented to send the "Clerk Spotlight" to the Member Recognition Committee since there are no future Public Recorders.

With the assistance of the members of the E Board the remaining red lined changes were reviewed, discussed and decided.

A motion was made by Nancy Blackmer to approve the changes discussed contingent on a review of the final draft by the ByLaw Policies and Procedures Review Committee. Stephanie Carrara seconded the motion and the motion passed.

Danielle Sicard offered to send a draft revision to the ByLaw Committee for review at a future meeting.

At 4:00PM Stephanie Carrara made a motion to adjourn. Trudy Reid seconded the motion and the motion passed.

Respectfully submitted,  
Jeanne M. Hudson