

# MTCA EXECUTIVE BOARD MEETING



December 14, 2018 Northborough Senior Center

Minutes Approved on: 2/6/2019

MASSACHUSETTS TOWN CLERKS' ASSOCIATION EXECUTIVE BOARD		
	Attendance:	Present
PRESIDENT	MARIE RYAN	✓
1 <sup>ST</sup> VICE PRESIDENT	NANCY J. TALBOT	✓
2 <sup>ND</sup> VICE PRESIDENT/LEGISLATIVE CHAIR	ROBERT E. CUTLER, JR	✓
TREASURER	DANIELLE SICARD	✓
SECRETARY	ELIZABETH T. GREENDALE	✓
EXECUTIVE BOARD 2019	CATHERINE HARDER-BERNIER	✓
EXECUTIVE BOARD 2019	KELLY McELREATH	✓
EXECUTIVE BOARD 2019	DIANE PACKER	
EXECUTIVE BOARD 2020	DEBRA BOURBEAU	
EXECUTIVE BOARD 2020	ANN M. QUIRK	✓
EXECUTIVE BOARD 2020	TRUDY L. REID	✓
EXECUTIVE BOARD 2021	TERI BUNCE	
EXECUTIVE BOARD 2021	THOMAS P. FLORENCE	✓
EXECUTIVE BOARD 2021	CHRISTINA ST.PIERRE	✓
PAST PRESIDENT	ANDREW DOWD	✓
EDITOR	NANCY BURNHAM	
EDUCATION CHAIR	DOTTIE POWERS	✓
CONFERENCE ADMINISTRATOR/CERTIFICATION	BARBARA LABOMBARD	
ASSISTANT TREASURER	LYNN SIBLEY	✓

A quorum of voting members being present, President Marie Ryan called the meeting to order at 10:03 AM.

## **Secretary's Report – Elizabeth Greendale**

Minutes from the Executive Board Meeting on September 26, 2018 were presented.

**ACTION TAKEN:** On a motion by Member Ann Quirk, seconded by Member Trudy Reid, to approve the minutes from September 26, 2018, were unanimously approved as written/presented.

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## **Treasurer's Report – Danielle Sicard**

Treasurer Danielle Sicard presented the budget.

**ACTION TAKEN:** On a motion by 2<sup>nd</sup> Vice President Bob Cutler, seconded by Member Kelly McElreath, to accept the Treasurer's Report, was unanimously approved.

## **President's Report – Marie Ryan**

President Ryan reported that the Association receives \$5,476 for the State Primary and \$5,000 for the State Election from the Associated Press.

The FAST (Forum About Small Towns) Group will be starting up again with Christina St.Pierre.

Amy Warfield would like to plan an event for Wednesday evening of the Devens Conference.

A discussion with the Education Committee on the Friday Class at conferences will take place at the Devens Conference.

President Ryan will be reviewing the Committees for openings and reappointments.

At the upcoming MMA Conference, Michelle Tassinari and Lisa Thomas will be holding a class on the Impact of Town Clerks and Elections.

## **1<sup>st</sup> Vice President Report – Nancy Talbot**

1<sup>st</sup> VP Nancy Talbot reported that Vendors are coming in slowly for the Conference, and the NEMCI Scholarship deadline is March 1<sup>st</sup>.

## **2<sup>nd</sup> Vice President Report – Robert Cutler**

2<sup>nd</sup> VP Robert Cutler reported that we are all set for the Conference this far.

## **Past President Report– Andrew Dowd**

Past President Andrew Dowd had nothing to add at this time but stated everyone is doing a great job!

## **Conference Registrar/Certification Administrator – Barbara Labombard**

Ms. Labombard was not present.

## **COMMITTEE REPORTS**

### **Legislative Committee – Robert Cutler**

2<sup>nd</sup> Vice President Cutler reported that there hasn't been much activity on the current Bills. There is potential for the EV Bill to be a standalone, the deadline to file is the 3<sup>rd</sup> week in January.

### **Mentoring Committee – Danielle Sicard**

Treasurer Sicard updated the group that the program is going well and looking to have a meeting with all Regional Associations to encourage their support and participation.

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## **Communications Committee –**

### **CVR User Group – Andy Dowd**

Past President Dowd reported that there isn't much going on with the current system.

### **Education Committee – Dottie Powers**

Member Powers reported that there is a great line up of classes for the Devens Conference, Wednesday Class will have points, and LHS will do a class on RTR and Poll Pads.

### **Old Business – none**

### **New Business – none**

Meeting was adjourned at 11:23 AM.

Respectfully Submitted:

Elizabeth T. Greendale, CMC/CMMC  
MTCA Secretary