



**Executive Board Meeting
Great Barrington, MA
Friday, April 12th, 2019 ~ 11:00 AM**

Secretary's Report – Elizabeth Greendale
Approve Minutes

Treasurers Report – Danielle

- FY19 Budget Year to Date as of 1.28.19 REVISED(see attached)
-Revised things are highlighted (an expense was added intwice)
- FY19 Membership Summary as of 4.8.19 (see attached)
- 2019 Deven's Conference (see attached)
- FY19 Summary Report as of 4.8.19 (see attached)

President's Report – Marie Ryan

- Edison Research Donation
- Social Secretary
- Wednesday Class
- JP Solemnization Bill

1st Vice President – Nancy Talbot

- Vendors
- Scholarships

2nd Vice President – Bob Cutler

Conference Registrar/Certification Administrator – Barbara L. LaBombard

Committee Reports

Legislative Committee – Robert Cutler

Mentoring Committee-

- Elections (local) Mentoring Report (see attached)
- Town Meeting/Records Management Mentoring Report (see attached)

Communications Committee-progress being made on website changes
and creation of content

Education Committee – Dottie Powers

Old Business –

New Business –

Adjournment

MTCA EXECUTIVE BOARD MEETING



February 6, 2019 Devens Common

Minutes Approved on: DRAFT

MASSACHUSETTS TOWN CLERKS' ASSOCIATION EXECUTIVE BOARD		
	Attendance:	Present
PRESIDENT	MARIE RYAN	√
1ST VICE PRESIDENT	NANCY J. TALBOT	√
2ND 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 10:13 AM.

Secretary's Report – Elizabeth Greendale

Minutes from the Executive Board Meeting on December 14, 2018 were presented.

ACTION TAKEN: On a motion by Member Ann Quirk, seconded by 2nd Vice President Bob Cutler, to approve the minutes from December 14, 2018, were unanimously approved as written/presented.

MTCA EXECUTIVE BOARD MEETING



February 6, 2019 Devens Common

Minutes Approved on: DRAFT

Treasurer's Report – Danielle Sicard

Ms. Sicard was not present, the Treasurer's Report was previously submitted.

ACTION TAKEN: On a motion by 2nd Vice President Bob Cutler, seconded by Member Catherine Harder-Bernier, to accept the Treasurer's Report, was unanimously approved.

President's Report – Marie Ryan

President Ryan presented the Board with the idea of creating a stipend for the Software Coordinator. Member Harder-Bernier asked if there were other positions that received a stipend. The Certification Administrator receives one.

ACTION TAKEN: On a motion by Member Kelly McElreath, seconded by Member Diane Packer, to approve a Stipend for the Software Coordinator of \$1,200 annually, was unanimously approved.

ACTION TAKEN: On a motion by Member Catherine Harder-Bernier, seconded by Member Terri Bunce, to approve the addition of Software Coordinator to Part 2 of the Policies, was unanimously approved.

Edison Research will be sending the Assoc. approximately \$2,000, for our efforts in reporting the Election Results last November.

Next E-Board Meeting will be held in Great Barrington on April 12th.

1st Vice President Report – Nancy Talbot

1st VP Nancy Talbot reported that Vendors are registering late and creating more work. Member Trudy Reid made a motion to add a late fee to Vendors, Andy Dowd opposed that motion and it was agreed to table the suggestion.

Ms. Talbot noted the March deadline for NEMCI Scholarships.

2nd Vice President Report – Robert Cutler

2nd VP Robert Cutler reported that we have a large turnout, and have changed the location of the Vendors, to free up the Foyer and have all vendors in the same room.

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 reported that we have 234 people registered, and that there was some difficulty registering City Clerks due to staff changes, and the timing of their Annual Dues being calendar where the Town Clerk's are fiscal.

MTCA EXECUTIVE BOARD MEETING



February 6, 2019 Devens Common

Minutes Approved on: DRAFT

There are 5 new CMC's and 6 Tests currently out.

COMMITTEE REPORTS

Legislative Committee – Robert Cutler

2nd Vice President Cutler reported that Committees have not yet been formed, and we have 5 Bills still in the works: Polling Place in a Fraternal Hall; Eliminate Voter Registration Sessions; Unaffiliated in place of Unenrolled; Change Primary to 3rd week in August; Restricted Records.

Mentoring Committee – Danielle Sicard

Member McElreath reported that Franklin was a success and co-facilitated by Christina Wright and Trudy Reid. The next Session will be in Westwood and Milbury on March 27th.

Communications Committee –

CVR User Group – Andy Dowd

Past President Dowd mentioned the new password format that took most people by surprise.

Education Committee – Dottie Powers

Member Powers was not present.

Old Business – none

New Business – none

Meeting was adjourned at 11:26 AM.

Respectfully Submitted:

Elizabeth T. Greendale, CMC/CMMC
MTCA Secretary

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

As of	January 28, 2019		REVISED	
INCOME	FY19 <u>BUDGET</u>	<u>NEW INCOME</u>	<u>ACTUAL</u>	<u>REMAINING</u>
3100 - Conference Revenue				
3110 - Registration	\$36,000.00	\$5,600.00	\$17,351.00	\$18,649.00
3120 - Meals	\$42,500.00	\$6,460.00	\$18,205.00	\$24,295.00
3130 - Mentoring Workshops	\$2,000.00	\$825.00	\$1,155.00	\$845.00
3140 - Vendor Income	\$18,000.00	\$0.00	\$8,985.00	\$9,015.00
Total Conference Revenue	<u>\$98,500.00</u>	<u>\$12,885.00</u>	<u>\$45,696.00</u>	<u>\$52,804.00</u>
3200 - Certification Revenue	\$1,500.00	\$480.00	\$785.00	\$715.00
3300 - Scholarship Donations	\$3,200.00		\$500.00	\$2,700.00
3400 - Public Recorder/Website Ads	\$3,000.00		\$0.00	\$3,000.00
3500 - Media Stipends/AP/Educ	\$9,000.00	\$5,000.00	\$10,476.00	(\$1,476.00)
3600 - Dues	\$28,000.00	\$400.00	\$29,645.00	(\$1,645.00)
3700 - Interest Income (Bank Account)	\$0.00		\$0.00	\$0.00
3800 - MISC (Mkting/Sundries)	\$0.00		\$0.00	\$0.00
Cash Transfer from Reserves	\$0.00		\$0.00	\$0.00
	<u>\$44,700.00</u>	<u>\$5,880.00</u>	<u>\$41,406.00</u>	<u>\$3,294.00</u>
TOTAL INCOME	\$143,200.00	\$18,765.00	\$87,102.00	\$56,098.00

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

EXPENSE	FY19 BUDGET	NEW EXP	ACTUAL	REMAINING
5000 - President Expenses	\$3,500.00	\$2,281.81	\$2,309.81	\$1,190.19
5100 - Secretary Expense	\$0.00	\$0.00	\$0.00	\$0.00
5200 - Treasurer Expenses				
5200 - Treasurer Expenses	\$200.00	\$22.30		\$200.00
5201- MTCA software	\$755.00			\$755.00
Total Treasurer Expenses	<u>\$955.00</u>	<u>\$22.30</u>	<u>\$0.00</u>	<u>\$955.00</u>
5300 - Lobbyist Expenses				
5301 - Lobbyist Salary	\$32,600.00	\$8,340.96	\$21,794.06	\$10,805.94
5302 - Lobbyist Expenses	\$0.00		\$0.00	\$0.00
5303 - Lobbyist Reg Fee	\$109.00	\$109.00	\$109.00	\$0.00
Total Lobbyist Expense	<u>\$32,709.00</u>	<u>\$8,449.96</u>	<u>\$21,903.06</u>	<u>\$10,805.94</u>
5400 - Scholarship Expenses				
5401 - NEMCI Exp (outside sources)	\$4,000.00		\$0.00	\$4,000.00
5402 - NEMCI Exp (MTCA)	\$1,100.00		\$0.00	\$1,100.00
5403 - MTCA Conference Scholarships	\$4,000.00		\$0.00	\$4,000.00
5404 - Awards/Scholarships	\$0.00		\$0.00	\$0.00
Total Scholarship Expenses	<u>\$9,100.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$9,100.00</u>
5500 - Legislative Committee Expenses	\$250.00	\$103.00	\$131.00	\$119.00
5600 - Certification Expenses				
5601 - Administrator Stipend	\$1,000.00	\$392.50	\$655.00	\$345.00
5602 - Certification Expenses	\$400.00	\$74.54	\$210.98	\$189.02
Total Certification Expenses	<u>\$1,400.00</u>	<u>\$467.04</u>	<u>\$865.98</u>	<u>\$534.02</u>
5700 - Conference Expenses				
5701 - Printing Brochures/Program	\$1,500.00		\$384.82	\$1,115.18
5702 - Conference Deposits	\$7,000.00		\$2,000.00	\$5,000.00
5703 - Postage / Brochure Mailing	\$0.00		\$0.00	\$0.00
5705 - Entertainment	\$750.00		\$0.00	\$750.00
5706 - Speakers / Education	\$3,600.00		\$0.00	\$3,600.00
5707 - Conference Hotel / Meals	\$73,591.00		\$30,255.08	\$43,335.92
5708 - NE Conference (2022)	\$1,000.00		\$0.00	\$1,000.00
5709 - Misc Conf Exp (mentor/survey)	\$2,000.00	\$883.41	\$1,264.16	\$735.84
5710 - Printing / Copying	\$0.00		\$0.00	\$0.00
Total Conference Expenses	<u>\$89,441.00</u>	<u>\$883.41</u>	<u>\$33,904.06</u>	<u>\$55,536.94</u>

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

EXPENSE Continued	FY19 BUDGET	NEW EXP	ACTUAL	REMAINING
5800 - Executive Board Meetings/Lunches	\$1,000.00	\$0.00	\$1,158.91	(\$158.91)
5900 - Communication/Public Recorder				
5901 - Pub Rec Stipend / Editor	\$0.00		\$0.00	\$0.00
5902 - Postage	\$100.00		\$0.00	\$100.00
5903 - Printing	\$0.00		\$0.00	\$0.00
5904 - Web Update & Hosting	\$2,000.00		\$0.00	\$2,000.00
Total Communication/Public Recorder	<u>\$2,100.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,100.00</u>
6000 - Auditor				
6001 - Annual Financial Review	\$850.00		\$0.00	\$850.00
6002 - Annual Tax Returns	\$850.00		\$0.00	\$850.00
Total Auditor Expense	<u>\$1,700.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,700.00</u>
6100 - Marketing / Name Badges	\$0.00	\$0.00	\$0.00	\$0.00
6200 - Miscellaneous Expenses				
6201 - Gifts/Memorials/Flowers	\$1,000.00	\$54.50	\$129.50	\$870.50
6202 - NEMCI Graduation Gifts	\$300.00		\$0.00	\$300.00
6203 - Miscellaneous	\$500.00		\$0.00	\$500.00
Total Miscellaneous Expense	<u>\$1,800.00</u>	<u>\$54.50</u>	<u>\$129.50</u>	<u>\$1,670.50</u>
TOTAL EXPENSE	\$143,200.00	\$12,262.02	\$60,402.32	\$82,797.68
Income / Expense Variance	\$0.00		\$26,699.68	

MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL

Checking Account

Beginning Balance	11/27/2018	\$28,768.89	
New Income		\$18,765.00	
New Expenses		\$12,262.02	\$201.81 expense added in twice
Current Balance	1/28/2019	\$35,271.87	

Money Market account Balance

Beginning Balance	11/27/2018	\$32,193.55	
New Income		\$5.38	
New Expenses		\$0.00	
Current Balance	1/28/2019	\$32,198.93	

Membership Summary

2019

Member Type	Member Status	#	Membership Amt	Over Paid	Total
ACTIVE MEMBER	ACTIVE	293	\$23,070.00	\$0.00	\$23,070.00
ACTIVE MEMBER	INACTIVE	3	\$220.00	\$0.00	\$220.00
ACTIVE MEMBER	PENDING	1	\$15.00	\$0.00	\$15.00
AFFILIATE MEMBER	ACTIVE	24	\$2,400.00	\$0.00	\$2,400.00
ASSOCIATE	ACTIVE	177	\$4,425.00	\$0.00	\$4,425.00
ASSOCIATE	INACTIVE	1	\$25.00	\$0.00	\$25.00
ASSOCIATE	PENDING	1	\$25.00	\$0.00	\$25.00
CITY STAFF	ACTIVE	1	\$0.00	\$0.00	\$0.00
NEW CLERK	ACTIVE	2	\$0.00	\$0.00	\$0.00
NEW CLERK	TRANSFER-ACTIVE	1	\$0.00	\$0.00	\$0.00
RETIRED	ACTIVE	9	\$90.00	\$0.00	\$90.00
STAFF- No Membership	ACTIVE	56	\$0.00	\$0.00	\$0.00
STAFF- No Membership	TRANSFER-INACTIVE	1	\$0.00	\$0.00	\$0.00
					\$30,270.00

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
CONFERENCE REPORT**

INCOME	Conference:	Devons 2019 ACTUAL	Devons 2018 ACTUAL	Devons 2017 ACTUAL
3100 - Conference Revenue				
3110 - Registration		\$12,520.00	\$11,800.00	\$11,750.00
3120 - Meals		\$12,665.00	\$13,065.00	\$11,890.00
3140 - Vendor Income		\$7,305.00	\$6,625.00	\$9,130.00
Total Conference Revenue		\$32,490.00	\$31,490.00	\$32,770.00
EXPENSE		ACTUAL	ACTUAL	ACTUAL
5400 - Scholarship Expenses				
5403 - MTCA Conference Scholarships		\$265.84	\$398.76	\$531.67
5700 - Conference Expenses				
5701 - Printing Brochures/Program		\$423.61	\$355.07	\$429.29
5702 - Conference Deposits		\$5,000.00	\$5,000.00	\$5,000.00
5703 - Postage / Brochure Mailing				
5705 - Entertainment				
5706 - Speakers / Education				
5707 - Conference Hotel / Meals		\$17,514.34	\$18,081.32	\$15,032.33
5708 - NE Conference (2016)				
5709 - Misc Conf Exp (mentory/survey)				
5710 - Printing / Copying				
Total Conference Expenses		\$23,203.79	\$23,835.15	\$20,993.29
Income / Expense Variance		\$9,286.21	\$7,654.85	\$11,776.71
Total # of Registrants:		238	236	267

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

INCOME	As of FY19 BUDGET	April 8, 2019 NEW INCOME	ACTUAL	REMAINING
3100 - Conference Revenue				
3110 - Registration	\$36,000.00	\$6,920.00	\$24,271.00	\$11,729.00
3120 - Meals	\$42,500.00	\$6,205.00	\$24,410.00	\$18,090.00
3130 - Mentoring Workshops	\$2,000.00	\$315.00	\$1,470.00	\$530.00
3140 - Vendor Income	\$18,000.00	\$7,305.00	\$16,290.00	\$1,710.00
Total Conference Revenue	\$98,500.00	\$20,745.00	\$66,441.00	\$32,059.00
3200 - Certification Revenue	\$1,500.00	\$210.00	\$995.00	\$505.00
3300 - Scholarship Donations	\$3,200.00	\$1,000.00	\$1,500.00	\$1,700.00
3400 - Public Recorder/Website Ads	\$3,000.00	\$4,400.00	\$4,400.00	(\$1,400.00)
3500 - Media Stipends/AP/Educ	\$9,000.00	\$2,500.00	\$12,976.00	(\$3,976.00)
3600 - Dues	\$28,000.00	\$585.00	\$30,230.00	(\$2,230.00)
3700 - Interest Income (Bank Account)	\$0.00		\$0.00	\$0.00
3800 - MISC (Mkting/Sundries)	\$0.00		\$0.00	\$0.00
Cash Transfer from Reserves	\$0.00		\$0.00	\$0.00
	\$44,700.00	\$8,695.00	\$50,101.00	(\$5,401.00)
TOTAL INCOME	\$143,200.00	\$29,440.00	\$116,542.00	\$26,658.00

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

EXPENSE	FY19 BUDGET	NEW EXP	ACTUAL	REMAINING
5000 - President Expenses	\$3,500.00	\$0.00	\$2,309.81	\$1,190.19
5100 - Secretary Expense	\$0.00	\$0.00	\$0.00	\$0.00
5200 - Treasurer Expenses				
5200 - Treasurer Expenses	\$200.00			\$200.00
5201- MTCA software	\$755.00			\$755.00
Total Treasurer Expenses	<u>\$955.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$955.00</u>
5300 - Lobbyist Expenses				
5301 - Lobbyist Salary	\$32,600.00	\$5,650.34	\$27,444.40	\$5,155.60
5302 - Lobbyist Expenses	\$0.00		\$0.00	\$0.00
5303 - Lobbyist Reg Fee	\$109.00		\$109.00	\$0.00
Total Lobbyist Expense	<u>\$32,709.00</u>	<u>\$5,650.34</u>	<u>\$27,553.40</u>	<u>\$5,155.60</u>
5400 - Scholarship Expenses				
5401 - NEMCI Exp (outside sources)	\$4,000.00		\$0.00	\$4,000.00
5402 - NEMCI Exp (MTCA)	\$1,100.00		\$0.00	\$1,100.00
5403 - MTCA Conference Scholarships	\$4,000.00	\$265.84	\$265.84	\$3,734.16
5404 - Awards/Scholarships	\$0.00		\$0.00	\$0.00
Total Scholarship Expenses	<u>\$9,100.00</u>	<u>\$265.84</u>	<u>\$265.84</u>	<u>\$8,834.16</u>
5500 - Legislative Committee Expenses	\$250.00	\$200.50	\$331.50	(\$81.50)
5600 - Certification Expenses				
5601 - Administrator Stipend	\$1,000.00		\$655.00	\$345.00
5602 - Certification Expenses	\$400.00	\$52.15	\$263.13	\$136.87
Total Certification Expenses	<u>\$1,400.00</u>	<u>\$52.15</u>	<u>\$918.13</u>	<u>\$481.87</u>
5700 - Conference Expenses				
5701 - Printing Brochures/Program	\$1,500.00	\$423.61	\$808.43	\$691.57
5702 - Conference Deposits	\$7,000.00	\$5,000.00	\$7,000.00	\$0.00
5703 - Postage / Brochure Mailing	\$0.00		\$0.00	\$0.00
5705 - Entertainment	\$750.00		\$0.00	\$750.00
5706 - Speakers / Education	\$3,600.00		\$0.00	\$3,600.00
5707 - Conference Hotel / Meals	\$73,591.00	\$17,514.34	\$47,769.42	\$25,821.58
5708 - NE Conference (2022)	\$1,000.00		\$0.00	\$1,000.00
5709 - Misc Conf Exp (mentor/survey)	\$2,000.00	\$241.41	\$1,505.57	\$494.43
5710 - Printing / Copying	\$0.00		\$0.00	\$0.00
Total Conference Expenses	<u>\$89,441.00</u>	<u>\$23,179.36</u>	<u>\$57,083.42</u>	<u>\$32,357.58</u>

**MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL**

EXPENSE Continued	FY19 BUDGET	NEW EXP	ACTUAL	REMAINING
5800 - Executive Board Meetings/Lunches	\$1,000.00	\$473.25	\$1,632.16	(\$632.16)
5900 - Communication/Public Recorder				
5901 - Pub Rec Stipend / Editor	\$0.00		\$0.00	\$0.00
5902 - Postage	\$100.00		\$0.00	\$100.00
5903 - Printing	\$0.00		\$0.00	\$0.00
5904 - Web Update & Hosting	\$2,000.00		\$0.00	\$2,000.00
Total Communication/Public Recorder	<u>\$2,100.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,100.00</u>
6000 - Auditor				
6001 - Annual Financial Review	\$850.00		\$0.00	\$850.00
6002 - Annual Tax Returns	\$850.00		\$0.00	\$850.00
Total Auditor Expense	<u>\$1,700.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$1,700.00</u>
6100 - Marketing / Name Badges	\$0.00	\$0.00	\$0.00	\$0.00
6200 - Miscellaneous Expenses				
6201 - Gifts/Memorials/Flowers	\$1,000.00	\$83.62	\$213.12	\$786.88
6202 - NEMCI Graduation Gifts	\$300.00		\$0.00	\$300.00
6203 - Miscellaneous	\$500.00		\$0.00	\$500.00
Total Miscellaneous Expense	<u>\$1,800.00</u>	<u>\$83.62</u>	<u>\$213.12</u>	<u>\$1,586.88</u>
TOTAL EXPENSE	\$143,200.00	\$29,905.06	\$90,307.38	\$52,892.62
Income / Expense Variance	\$0.00		\$26,234.62	

MASSACHUSETTS TOWN CLERK'S ASSOCIATION
FY 19 BUDGET vs ACTUAL

Checking Account

Beginning Balance	1/28/2019	\$35,271.87
New Income		\$29,440.00
New Expenses		\$29,905.06
Current Balance	4/8/2019	\$34,806.81

Money Market account Balance

Beginning Balance	1/28/2019	\$32,198.93
New Income		\$7.94
New Expenses		\$0.00
Current Balance	4/8/2019	\$32,206.87

Marie Ryan

From: lorettajay@jpus.org
Sent: Friday, March 22, 2019 1:15 PM
To: Marie Ryan
Cc: Nancy Talbot
Subject: Re: One-Day rule - Legislation pending

hi Marie,
Good talking with you this afternoon.

As we discussed, Senator Julian Cyr submitted a bill ([S1831](#)) to establish a commission study to evaluate the One Day Solemnizer rule. Both the MTCA and JPus would be members of the commission.

The bill has been referred to the [Joint Committee on State Administration and Regulatory Oversight](#) and a hearing date has yet to be scheduled. It would be ideal if the MA Town Clerk Association submitted written testimony in favor of the bill. JPus has summarized the current plan to resolve the 1-Day Solemnizer rule problems [here](#).

Please let me know when you and your Board have had the chance to discuss this and consider what your position will be. I look forward to hearing from you.

Best,
Loretta

Loretta Jay, MA
Justice of the Peace Association
203.255.7703
lorettajay@JPus.org
www.JPus.org
www.findaJP.com

 Edited with [HubSpot](#).

On Wed, Feb 20, 2019 at 4:49 PM, Loretta Jay <lorettajay@jpus.org> wrote:

hi Marie and Nancy,

I want to make sure that you saw the bill that Senator Cyr submitted calling for [a commission study on the One-Day rule](#). Both the MA Town Clerk Association and the Justice of the Peace Association would be members of the commission, and therefore concerns would be heard.

To get this bill through we need co-sponsors from all over the state. I sent an email this afternoon that included information about the bill and asked for town clerks and JPs to contact their legislators and ask them to cosponsor the bill. You should have received it this afternoon. More info is on our website [here](#).

Would you please share this email with your Town Clerk Association members and ask them to contact their legislators? Or, if you prefer to compose your own, I'm happy to share with you information that we have that might be helpful.

I'll be in the office on Thursday if you'd like to chat about this.

Thanks,

Loretta

Loretta Jay, MA

Justice of the Peace Association

203.255.7703

lorettajay@JPus.org

www.JPus.org

www.findaJP.com



Edited with [HubSpot](#).

SENATE DOCKET, NO. 2216 FILED ON: 1/18/2019

SENATE No. 1831

The Commonwealth of Massachusetts

PRESENTED BY:

Julian Cyr

To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying resolve:

Resolve providing for an investigation and study by special commission relative to the one-day solemnizer rule.

PETITION OF:

NAME:	DISTRICT/ADDRESS:	
<i>Julian Cyr</i>	<i>Cape and Islands</i>	
<i>Dean A. Tran</i>	<i>Worcester and Middlesex</i>	<i>2/28/2019</i>
<i>Anne M. Gobi</i>	<i>Worcester, Hampden, Hampshire and Middlesex</i>	<i>3/20/2019</i>
<i>Carolyn C. Dykema</i>	<i>8th Middlesex</i>	<i>3/20/2019</i>

SENATE DOCKET, NO. 2216 FILED ON: 1/18/2019

SENATE No. 1831

By Mr. Cyr, a petition (accompanied by resolve, Senate, No. 1831) of Julian Cyr and Dean A. Tran for legislation to provide for an investigation and study by special commission relative to the one-day solemnizer rule. State Administration and Regulatory Oversight.

The Commonwealth of Massachusetts

In the One Hundred and Ninety-First General Court
(2019-2020)

Resolve providing for an investigation and study by special commission relative to the one-day solemnizer rule.

Resolved, That a special commission is hereby established for the purposes of making an investigation and study relative to the effects of Massachusetts's one-day solemnizer rule on those citizens of the commonwealth who have been designated as, or solemnized by, either a justice of the peace or a one-day solemnizer. The commission shall consist of: the secretary of state or a designee, whom shall serve as chair of the special commission; 1 member of the senate, whom shall be appointed by the senate president; 1 member of the house, whom shall be appointed by the speaker; the commissioner of public health or a designee from the registry of vital records and statistics; 1 of whom shall be a justice of the probate and family court; 1 of whom shall be a representative of the Massachusetts Town Clerks Association; 1 of whom shall be a representative of the Massachusetts Municipal Association; 1 of whom shall be a representative of the Justice of the Peace Association; and 3 persons appointed by the governor, 2 of whom have participated as a one-day solemnizer, and 1 of whom serves as a justice of the peace.

The special commission shall investigate and study the effects of Massachusetts' one-day solemnizer rule, including but not limited to implementation of chapter 207, section 39 of the General Laws, the integrity of the Commonwealth's marriage certificate, the increased demand for marriages performed by one-solemnizers, availability of justices of the peace in the Commonwealth, opportunities for collaboration between justices of the peace and one-day solemnizers, the code of ethics governing justices of the peace and one-day solemnizers.

All appointments shall be made not later than 30 days after the effective date of this resolve. The chair shall meet with the commission not later than 60 days after the effective date of this resolve.

Members shall not receive compensation for their services but may receive reimbursement for the reasonable expenses incurred in carrying out their responsibilities as members of the commission.

Not later than October 15, 2019, the commission shall report to the general court the result of its investigation and study and its recommendations, if any, together with drafts of legislation necessary to carry its recommendations into effect by filing the same with the clerk of the house of representatives and the clerk of the senate.



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MA One-Day Solemnizers

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(<https://www.findajp.com/jpus/our-services/advocacy/amateur-officiants/>) » MA One-Day Solemnizers

The Problem

(<https://www.findajp.com/jpus/5585-2/>) Justice of the Peace Association members have long decried the problem of the lay officiant. In Massachusetts the One-Day Solemnizer causes particular distress. The Governor's office appoints both One-Dayers and JPs, but treats each differently. This puts professional JPs at a disadvantage. On January 8, 2019, in response to a request from Governor Baker's office, JPUS submitted a white paper (<https://www.findajp.com/jpus/5585-2/>) that identified four problems with the rule:

- * The state treats lay and professional officiants differently and unfairly, to the detriment of JPs.
- * Municipal town clerks complain that as many as 90% of One-Day Solemnizers made significant legal errors, doubling the amount of work they had to do.
- * One-Day Solemnizers compromise the integrity of the marriage license and are "loose with the law".

* Couples who use a One-Day Solemnizer may unwittingly jeopardize the validity of their marriage because important paperwork isn't filed as required by law.

Advocating to Change the Law

In 2018 JPUS began identifying allies – others who shared our viewpoint that the One-Day Solemnizer rule was laden with problems and needing an overhaul.

In addition to partnering with the governor's office, JPUS also collaborates with legislators and stakeholders. Our goal is to have legislation passed that will resolve the problems with the rule.

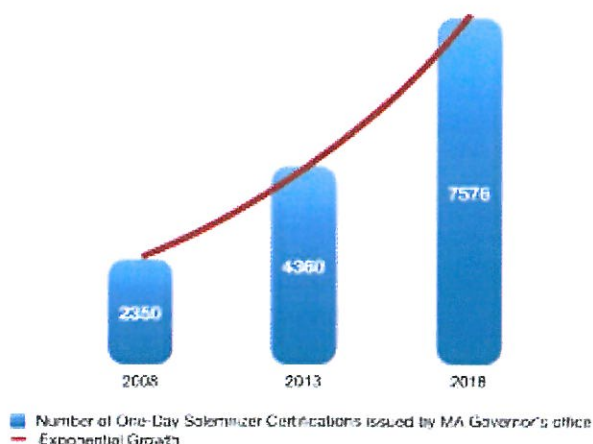
In response to our 2019 white paper, (<https://www.findajp.com/jpus/5585-2/>) Senator Julian Cyr submitted S1831, a resolve to establish a commission study to evaluate the One-Day rule. JPUS is supporting our members so they can advocate to their legislators. Get involved and let your legislator know your thoughts about the One-Day rule. How-to info is here (https://www.findajp.com/jpus/member_support/engage-legislators-1-day-rule/).

Professional JPs bring expertise and competence to their role as marriage officiants. In addition to S1831 there are other bills pending (<https://www.findajp.com/jpus/ma-legislation-that-jps-care-about-2019/>) that are important to JPs.

In the Media

The *Boston Globe* ran a story on June 19, 2018 that mischaracterized JPs, calling them irrelevant – and JPUS responded (https://www.findajp.com/jpus/jpus_news/boston-globe-792018/). Read about it, and get the link to our letter to the editor here (https://www.findajp.com/jpus/jpus_news/boston-globe-792018/).

Exponential Growth of One-Day Solemnizers



Company

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2400

MTCA 2019-2020 APPOINTMENTS

All terms run July 1st through June 30th unless otherwise noted.

Updated 4/9/2019

	MEMBER	MUNICIPALITY	LAST APPT	TERM EXP.
ASSISTANT TREASURER	<i>(1 year - to serve on Budget Committee)</i>			
	Vacant		2019	2020
BUDGET COMMITTEE	<i>(1 year- 5 members to include Treasurer & Asst. Treasurer)</i>			
	Lynn Sibley, Treasurer	Whatley	2019	2020
	Assistant Treasurer		2019	2020
	Thomas Florence	E. Longmeadow	2019	2020
	Robert Cutler	Foxborough	2019	2020
	Amy Akell	Stoughton	2019	2020
BY-LAW/POLICIES & PROCEDURES REVIEW COMMITTEE	<i>(1 year – 5 members)</i>			
	Nancy Blackmer	Orange	2019	2020
	Stephanie Carrara	Stoughton	2019	2020
	Narice Casper	Marshfield	2019	2020
	Trudy Reid	Lynfield	2019	2020
	Jeanne Survell	Pepperell	2019	2020
CMMC CERTIFICATION ADMINISTRATOR	<i>(3 years – to serve on Certification/Examination Board)</i>			
	Barbara LaBombard	Easthampton	2018	2021
CMMC CERTIFICATION/EXAMINATION BOARD	<i>(3 years – 5 members including Certification Admin.)</i>			
	Madaline I. Bonadies	Southbridge	2018	2021
	Barbara LaBombard, Cert. Admin	Easthampton	2017	2020
	Nancy Blackmer	Orange	2017	2020
	Lori Kelley	Oxford	2019	2022
	Marianne Staples	Mansfield	2019	2022
CLERK’S MANUAL COMMITTEE	<i>(3 years – 3 members)</i>			
	Deborah Dami	Mashpee	2017	2020
	Mary DeAlderette	Lancaster	2017	2020
	Laura Torti	Spencer	2017	2020
CONFERENCE COMMITTEE	<i>(2-years) (Pres., 1st VP, 2nd VP, Registration Admin, Ed. Registration Admin, Ed. Database Coordinator, and 3 at-large)</i>			
	Nancy Talbot, President/Chair	Ware	2019	2021
	Robert Cutler, 1 st VP - vendors	Foxborough	2019	2021
	Elizabeth Greendale, 2 nd VP – hotel	Holliston	2019	2021
	Barbara LaBombard, Conf./Ed. Regis. Admin	Easthampton	2018	2020
	Kaari Mai Tari	Westford	2013	NA
	Diane Bucco	Wenham	2019	2021
	Terri Bunce	Dennis	2019	2021
	Amy Akell	Stoughton	2019	2021
CONFERENCE REGISTRATION ADMINISTRATOR	<i>(3 years – to serve on Conference Committee)</i>			
	Barbara LaBombard	Easthampton	2019	2022
EDUCATION DATABASE COORDINATOR	<i>(3 years)</i>			
	Amy Akell	Stoughton	2018	2021
EDUCATION COMMITTEE	<i>(3-years, 7 members to include 2nd VP)</i>			
	Valerie Fox	Lincoln	2017	2020
	Amy Akell	Stoughton	2018	2021
	Mary DeAlderete	Carlise	2019	2022
	Laura Torti	Spencer	2018	2021
	Jayne Davolio	Millbury	2019	2022
	Kaari Mai Tari	Westford	2017	2020
	Elizabeth Greendale, 2 nd VP	Holliston	2019	2021

MTCA 2019-2020 APPOINTMENTS

LEGISLATIVE COMMITTEE	<i>(7 full for 3-year terms; 2 Alternates incl. 1st VP for 1-year – exp. Dec. 31st)</i>			
	Carlene Hamlin	South Hadley	2019	2022
	Ilene Twiss	Middleton	2018	2020
	Laura Torti	Spencer	2019	2022
	Andy Dowd	Northborough	2019	2022
	Christina Wright	Essex	2018	2021
	Dottie Powers	Westwood	2018	2021
	Catherine Harder-Bernier	Hanover	2018	2020
	Lori West, <i>Alt</i>	Hull	2019	2020
	Robert Cutler, <i>1st VP/Alt</i>	Foxborough	2019	2020
NOMINATION COMMITTEE	<i>(1 year – 5 full members, to include 1st VP as non-voting)</i>			
	Theodora Eaton	Needham	2019	2020
	Nancy Blackmer	Orange	2019	2020
	Jayne Davolio	Millbury	2019	2020
	Lynn Sibley	Whately	2019	2020
	Kaari Mai Tari	Westford	2019	2020
	Robert Cutler, <i>1st VP</i>	Foxborough	2019	2020
PUBLIC RECORDER EDITOR	<i>(3 years)</i>			
	Nancy Burnham	Athol	2017	2020
SCHOLARSHIP COMMITTEE	<i>(2 years – 3, including 1st VP as Chair)</i>			
	Robert Cutler, <i>1st VP/Chair</i>	Foxborough	2019	2021
	Marlene Chused	Sharon	2019	2021
	Nancy Blackmer	Orange	2019	2021
SOCIAL SECRETARY	<i>(1 year)</i>			
	Debra Bourbeau	Montague	2019	2020
COMMUNICATIONS COMMITTEE	<i>(3 years – 7 members, including The Public Recorder Editor and Treasurer or Asst Treasurer)</i>			
	Nancy Burnham, <i>Public Recorder Editor</i>	Athol	2017	2020
	Diane Bucco	Wenham	2018	2021
	Andrew Dowd	Northborough	2017	2020
	Susan Kelley	Duxbury	2018	2021
	Danielle Sicard	Easton	2018	2021
	Kelly McElreath	Upton	2019	2022
	Lynn Sibley, <i>Treasurer</i>	Whately	2019	2021
LOBBYIST REVIEW COMMITTEE –	<i>(3 members, - including Treasurer)</i>			
	Lynn Sibley, <i>Treasurer</i>	Whately	2019	2020
	Robert Cutler	Foxborough	2019	2010
	Laura Torti	Spencer	2019	2020
MEMBER RECOGNITION COMMITTEE	<i>(3 years – 5 members – including President and Past President)</i>			
	Nancy Blackmer	Orange	2018	2021
	Theodora Eaton	Needham	2019	2022
	Sandra Burgess	Amherst	2017	2020
	Nancy Talbot, <i>President</i>	Ware	2019	2021
	Marie Ryan, <i>Past President</i>	Great Barrington	2019	2021
ELECTION LAWS TASK FORCE	<i>(1 member)</i>			
	Danielle Sicard	Easton	2016	

MTCA 2019-2020 APPOINTMENTS

TASK FORCE ADVISORY COMMITTEE (6 members, to include Election Laws Task Force Representative)

Danielle Sicard, <i>Task Force Rep.</i>	Easton	2016
Nancy Blackmer	Orange	2016
Rosemary Harvell	Sudbury	2014
Tedi Eaton	Needham	2014
Joyce Bradshaw	North Andover	2012
Christina Wright	Essex	2017

MENTORING COMMITTEE (7 members)

Danielle Sicard	Easton	2016
Dottie Powers	Westwood	2016
Kelly McElreath	Upton	2016
Elizabeth Greendale	Holliston	2016
Marie Ryan	Great Barrington	2017
Andrew Dowd	Northborough	2017
Lynn Sibley	Whately	2017

SOFTWARE COORDINATOR (2 year term)

Danielle Sicard	Easton	2019	2021
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Marie Ryan

From: Talbot, Nancy <NTalbot@townofware.com>
Sent: Monday, April 08, 2019 7:44 AM
To: Marie Ryan
Subject: E Board Meeting
Attachments: NEMCI Applications and Memo as of 4-5-19.pdf

Importance: High

The attached is information for E Board members for a possible need in additional funding due to the amount of awards we wish to make for attendance at NEMCI this summer.

Taking into consideration the MTCA allotted amount of \$5,100.00; the State allotted amount allowed by NEMCI \$1000.00 there will be an additional amount needed.

As members of the committee we unfortunately cannot consider the two late applicants unless there is extra funding available from NEMCI for states that may not use their allotment of \$1000.00

See you on Friday - I will not be staying for lunch however due to a change in plans. Sorry.

**2019
NEMCI SCHOLARSHIP APPLICATIONS
FOR
CONSIDERATION BY COMMITTEE**

April 5, 2019

To: Scholarship Committee Members

The following is the final listing of all applications from those interested in attending the NEMCI Program this summer, it includes every applicant (I have put in the date of receipt of each application for the record)

I am breaking down the applications by category – 1st – Town Clerks, 2nd – Assistant Town Clerks.

<u>Name of Applicant</u>	<u>Community</u>	<u>Amount Requested</u>	<u>Received date</u>
<u>Town Clerks</u>			
Bridget Rodrigue – Institute 3rd year Municipality will pay \$75.00 She has not requested funding from NEMCI She has not requested funding from IIMC also	Ashfield	\$850.00	03/21/19
Elizabeth Greendale – Academy Municipality will pay \$75.00 She is applying for funding from NEMCI She has not requested funding from IIMC also	Holliston	\$850.00	03/21/19
Jeanne M. Survell – Academy Municipality will not be paying anything She is applying for funding from NEMCI No mention of seeking funds from IIMC	Pepperell	\$925.00	12/03/19
Kathryn J. Scott – not listed on application Municipality will not be paying anything She has requested funds from NEMCI She has applied to IIMC for funds	Greenfield	\$925.00	04/01/19
Amy Akell – Academy Municipality will not be paying anything She has applied for funds from NEMCI She has not applied to IIMC for funds	Stoughton	\$925.00	04/05/19

Assistant Town Clerks

Sarah E. Strozina – Institute 1st year Auburn \$925.00 01/15/19
Municipality will not be paying anything
She has requested funds from NEMCI
She has not requested funding from IIMC

Brooke Durden – not sure what year of Institute Norton \$925.00 02/05/19
Municipality will not be paying anything
She has requested funds from NEMCI
She has not requested funding from IIMC

Jacklyn Morris – Institute 3rd year Sherborn \$850.00 01/22/19
Municipality will pay \$75.00
She has requested funds from NEMCI
She has not requested funding from IIMC

Sharyn Thomas – Institute 2nd year Shrewsbury \$925.00 01/22/19
Municipality will not be paying anything
She has not requested funds from NEMCI or IIMC

4/5/19

Total for all applicants (including the 2 late submissions) \$8,100.00

Total amount for Town Clerks prior to 3/25/19 submission date \$2,625.00*

Total amount for Town Clerks after 3/25/19 deadline \$1,850.00

\$4,475.00

Total for all applicants (Assistant Town Clerks) prior to 3/25/19 \$3,625.00*

Total cost for awards to Town Clerks & Assistant Clerks who did submit their applications prior to the 3/25/2019 deadline \$6,250.00*

Funds available - \$5100.00 MTCA funds in budget

\$1000.00 NEMCI allotted amount per state

Funds available Total \$6,100.00**

**As we all concluded to honor the requests which were timely submitted we will need to request \$150.00 in additional funding from the MTCA budget if no additional funds become available from NEMCI (states that do not utilize their full allocation of monies available for their use in sending individuals to NEMCI this summer.

Nancy J. Talbot  MTCA 1st Vice President, Scholarship Chair

Nancy Blackmer – Town Clerk of Orange & Marlene Chused – Town Clerk of Sharon (MA)

Marie Ryan

From: Talbot, Nancy <NTalbot@townofware.com>
Sent: Saturday, April 06, 2019 4:34 PM
To: 'ReddingCT Town Clerk'
Cc: 'Town Clerk'; Marlene Chused (mchused@townofsharon.org); Marie Ryan; 'Sicard, Danielle'
Subject: Applications for NEMCI July 2019 - Memo from Scholarship Committee Members
Attachments: NEMCI Applications and Memo as of 4-5-19.pdf
Importance: High

To: Michele Grande:

Please find attached the listing of applications received from Clerks and Assistant Clerks seeking to attend NEMCI this summer, and the actual applications* received.

Included is the date of receipt of their applications on the memo as well as the needed amount for the Town Clerks and Assistant Clerks who have made applications.

Noted is the fact that funds total more than the amount budgeted by the MTCA (\$5,100.00) and the amount allotted by NEMCI per state (\$1,000.00).

As discussed in your email of April 4th to me when I questioned you Michele – you did indicate that not all states utilize the monies allotted to them; I am asking on behalf of our state that should this happen that the additional amount of \$150.00 be granted for our use so as not to deplete our MTCA funds.

There is an Executive Board meeting this Friday April 12th and I will present the information but will await hearing from you on behalf of our committee hopefully by this date, if not as soon as possible.

If for some reason funding is available from any other sources, please advise as soon as possible and perhaps the two clerks who submitted after the March 25th deadline may still be able to attend this wonderful education experience.

Thanking you in advance.

Mentoring
MASSACHUSETTS TOWN CLERK'S ASSOCIATION
CONFERENCE REPORT

Town Meeting & Record Management - Mentoring Class	March 2019	March 2018	April 2017
INCOME	ACTUAL	ACTUAL	ACTUAL
3100 - Conference Revenue	\$255.00	\$360.00	\$570.00
3130 - Mentoring Workshops	\$255.00	\$360.00	\$570.00
Total Workshop Revenue			
EXPENSE	ACTUAL	ACTUAL	ACTUAL
5700 - Conference Expenses	\$241.41	\$249.08	\$467.64
5709 - Misc Conf Exp (mentor/survey)	\$241.41	\$249.08	\$467.64
Total Conference Expenses			
Income / Expense Variance	\$13.59	\$110.92	\$102.36
Total # of Registrants:	17	21	45
Mentor hosted (Millbury)	24	Mentor hosted (Wenham)	28
		Franklin	
		Great Barrington	17

Plymouth Conference
June 12-14, 2019

DATE/TIME	COORDINATOR/ PRESENTER	# SIGNED UP	COURSE NAME/ROOM	INSTRUCTORS	Web Link for Evaluations	MEAL TICKET	SPEAKER TABLE/ CHAIRS	OTHER EQUIP
Wednesday 1:00pm - 4:00pm ***** Break:?	Mattie Ryan:		Session A:					Podium microphone setups or wireless Projector/clicker Projector Screen Table for projector
Thursday 9:00am-12:00pm ***** Break:10:15am- 10:45pm	Kaari Mai Tani:		Session B: Public Records Retention info & Best Practices for Record keeping					
Thursday 9am - 12Noon ***** Break: 10:15am- 10:45am	Dottie Powers		Session C:DOR-DL/DLM Town Clerk Reporting	Lisa Krzywicki-DOR Ben Taiyoa-DLM				Podium Wireless Microphone Projector/clicker Projector Screen Table for projector
Thursday 9am - 12Noon ***** Break: 10:15am- 10:45am	Deb Gremo		Session D:Ask an Attorney Part 1	Lauren Goldberg, KP Law				Podium Projector/clicker Projector Screen Table for projector
Thursday 2:00pm- 5:00pm ***** Break: 3:00pm- 3:30pm	Laura Tori		Session E: Vitals 101	Alex Forman				Podium Microphone Projector/clicker Projector Screen Table for projector
Thursday 2:00pm- 5:00pm ***** Break: 3:00pm-3:30pm	Valerie Fox		Session F: Elections, Federal assistance	Michelle Tassimari				Podium Microphone Projector/clicker Projector Screen Table for projector
Thursday 2:00pm- 5:00pm ***** Break: 3:00pm-3:30pm	Deb Gremo		Session G: Ask an Attorney Part 2	Lauren Goldberg, KP Law				Podium Microphone Projector/clicker Projector Screen Table for projector
Friday 9am - 12Noon ***** Break 10:15am-10:45am	Dottie Powers		Session H: Campaign Finance & Ethics Review	Jason Tait, OCPF David Giannotti, State Ethics Commission				Podium Microphone Projector/clicker Projector Screen Table for projector