



**Executive Board Meeting
Devens Commons
Wednesday, February 2, 2022 – 10 AM**

1. SECRETARY'S REPORT—JAYNE DAVOLIO
 - Approve December 7, 2021 Minutes (attached)
2. TREASURER'S REPORT— DEB BOURBEAU
 - FY 22 Year to date reports
 - As of 12.1.2021 report revised (attached)
 - As of 1.26.2022 (attached)
 - Membership summary report (attached)
 - Pending membership report (attached)
3. PRESIDENT'S REPORT—BOB CUTLER
 - Appointments (Legislative & Nomination Com) / Timeline discussion (2 attachments)
 - Conference Update
 - Conference Lunch Agenda - Bylaw Change Vote & approval of 6/10/21 association minutes
 - 100th year recognition follow up
 - Memorium
4. 1ST VICE PRESIDENT'S REPORT—LIZ GREENDALE
 - Vendors Report (attached)
 - Scholarship Report (attached)
5. 2ND VICE PRESIDENT'S REPORT—DANIELLE SICARD (verbal)
6. CMMC CERTIFICATION/CONFERENCE ADMINISTRATOR—BARBARA LABOMBARD
 - Conference Update (attached)
 - Certifications and member recognition (Attached)
7. EDUCATION COMMITTEE REPORT—VAL FOX (verbal)
8. LEGISLATIVE REPORT—ANDY DOWD (verbal & attached)
9. MENTORING COMMITTEE—DANIELLE SICARD
 - Mentoring Workshop Report – Census – December 2021(attached)
10. SOCIAL SECRETARY REPORT—DEB BOURBEAU
11. PAST PRESIDENT REPORT—NANCY TALBOT

MTCA EXECUTIVE BOARD MEETING



DECEMBER 7, 2021

Northborough Senior Center - 10 AM

Minutes Approved on: DRAFT

MASSACHUSETTS TOWN CLERKS' ASSOCIATION EXECUTIVE BOARD & INVITED MEMBERS		
	Attendance:	Present
PRESIDENT	ROBERT E CUTLER	X
1 ST VICE PRESIDENT	ELIZABETH T GREENDALE	X
2 ND VICE PRESIDENT ELECTION TASK FORCE REP, SOFTWARE COORDINATOR, CHAIR – MENTORING & COMMUNICATIONS	DANIELLE M SICARD	X
TREASURER SOCIAL SECRETARY	DEBRA BOURBEAU	
ASSISTANT TREASURER	LYNN SIBLEY	X
SECRETARY	JAYNE MARIE DAVOLIO	X
PAST PRESIDENT	NANCY TALBOT	X
EXECUTIVE BOARD 2022	THERESA BUNCE	
EXECUTIVE BOARD 2022	DIANNE BUCCO	X
EXECUTIVE BOARD 2022	KIM BATISTA	X
EXECUTIVE BOARD 2023	LILLIAN M DRANE	X
EXECUTIVE BOARD 2023 CHAIR - LEGISLATIVE	ANDREW DOWD	X
EXECUTIVE BOARD 2023	MICHELLE HILL	X
EXECUTIVE BOARD 2024	JOSEPH JUDD	X
EXECUTIVE BOARD 2024	ILEEN TWISS	X
EXECUTIVE BOARD 2024 CHAIR - EDUCATION	VALERIE FOX	X
CONFERENCE REG ADMINISTRATOR CERTIFICATION ADMINISTRATOR CHAIR- CERT/EXAM BOARD	BARBARA LABOMBARD	
PUBLIC RECORDER EDITOR	NANCY BURNHAM	
CHAIR – NOMINATING COMMITTEE	TEDI EATON	
EDUCATION DATABASE COORDINATOR	TRUDY REID	
CITY CLERK'S ASSOCIATION GUEST	NICOLE CRISPO	X
PAST SECRETARY GUEST	WENDY MICKEL	

- A quorum of voting members being present, President Cutler called the meeting to order at 10:13 AM.

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Secretary's Report

Approval of Minutes from the Executive Board Meetings on August 9, 2021 and September 22, 2021 were presented.

ACTION TAKEN: On a motion by 1st VP Greendale, seconded by 2nd VP Sicard, the minutes of the August 9, 2021 and September 22, 2021 meetings, were unanimously approved as written/presented.

Treasurer's Report – Deb Bourbeau

Lynn Sibley presented the FY22 year to date and membership report that was submitted by Deb Bourbeau as she was unable to attend this meeting. There were a few questions about some of the numbers not matching the membership reports that were also presented as part of the treasurer's report. Lynn and Danielle were going to check with Deb regarding the discrepancies. The thought was that there was likely an issue with which report Deb started with as Lynn provided a reconciled report as of the date she turned over the materials to Deb as the new treasurer.

The E-Board also reviewed the Springfield conference report and noted that we experienced a loss of \$4,085.08 for that conference. Some reasons discussed included the last minute need to have instructors from Vital records to present via zoom, this being the first conference run by a new 2nd VP, and the increased costs.

ACTION TAKEN: On a motion by 1st VP Greendale, seconded by Member Dowd, the treasurer reports were unanimously accepted.

Presidents Report – Robert Cutler

Appointments: President Cutler noted that he had received a letter of retirement as secretary from Wendy Mikel. The E-Board thanked her for her service. A quick review and discussion took place at this time about Secretary Mickel's retirement from the board and how it is to be filled properly as to uphold the bylaws. President Cutler connected with the chair of the nomination committee to see if there were any members who expressed interest in this position when it was appointed last June. Noting that there were no other interested members, President Cutler confirmed interest from Jayne Davolio, Millbury Clerk, and is making the recommendation for her to fill the vacancy.

ACTION TAKEN: On a motion by Member Dowd, seconded by 1st VP Greendale, to appoint Jayne Marie Davolio as the secretary for to fill the position until June of 2022. One opposition, all others in favor and so voted.

E-Board Directory & Appointments: President Cutler noted that some edits were made to the E-Board directory & Appointments document that were included in the E-Board packet with changed highlighted. Any

MTCA EXECUTIVE BOARD MEETING



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additional corrections needed for information on the directory should be sent to Danielle Sicard to post on our website after making corrections. These documents will be handed over to the new secretary to record changes as they come along.

Bylaw Edits: President Cutler presented the Bylaw document that was recently approved by the E-Board and noted that there was one additional edit that was made to include the education chair as a member of the conference committee. 2nd VP Sicard clarified questions about the numbering and substantial changes to the bylaws, as approval was voted at the last meeting. A motion made by Danielle Sicard to have the bylaws approved at the next association meeting at the February conference. Seconded by Liz Greendale, all in favor.

ACTION TAKEN: On a motion by 2nd VP Sicard, seconded by 1st VP Greendale, to have the bylaws approved at the next association meeting to be held at the February conference. All were in favor.

Conference Timelines: President Cutler reviewed a draft conference timeline document that was put together by 2nd VP Sicard and reviewed / edited by the Conference Committee. This document will provide everyone involved in running a conference with timelines on how and when we need to get the proper documentation and the associated deadline dates to run a smooth conference. (EX: Hotels, Meals, Education Committee classes and technology. President Cutler would like all those with conference planning responsibilities to use and comply with deadlines outlined in the document – he noted it is a working document and those affected should provide feedback regarding changes to deadlines listed.

President Cutler gave a thank you to the conference/education committee on the Springfield conference. There were 221 registrants. Discussion took place on the Springfield conference and the costs associated with the zoom access. We need to keep an eye on this and what can really be offered through zoom as some content was lost through zoom without the proper documentation being given to the attendees in the classes. A break out of the report for each of the sections (EX: Rooms, food, vendors, technology) of the conferences would be beneficial to go further with upcoming conferences.

100th year recognition: Member Dowd will be in charge of coordination of events to commemorate this milestone. There was some discussion and great ideas to put forth. Member Dowd noted that Lou from LL Data will be a sponsor of the event. If anyone is interested in helping out please reach out to him.

City Clerks: President Cutler welcomed Nikki Crispo, former president of the Massachusetts City Clerks Association. A discussion took place about merging the MTCA and MCCA groups together. Nikki and Bob will bring back to the associations to discuss this matter.

1st Vice President's Report - Liz Greendale

1st VP Greendale reported that the vendor packet went out for the Devens Conference and that the scholarship packet is ready to go. She also informed the E-Board that a letter went out to the town that has a clerk who asks for a scholarship every single conference. This letter reflects the importance of what it is to invest in their clerk and the scholarship process.

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2nd Vice President's Report - Danielle Sicard

2nd VP Sicard provided the board with a listing of conference attendee hotel & meal costs over the past several years. There was a discussion on the conference costs and our desire to have a better break down of the costs for each conference. 2nd VP Sicard also discussed the meal options for Devens, including switching from a buffet to a plated meal. The hotel currently allows for 2 meal selections for plated meals but Danielle wanted to be able to offer a chicken, meat and fish option.

COMMITTEE REPORTS

CMMC Certification Administrator Report– Barbara L. LaBombard

Barbara LaBombard was not in attendance and no report was presented.

Education Committee Report – Valerie Fox

The E-Board reviewed the education committees plan of classes to be offered at the Devens conference and thanked Valerie, and her team, for the work they have put into planning a great education program. There was a discussion on the classes and that the IIMC survey should be processed at the end of the class rather than with a link post conference moving forward.

President Cutler presented the idea to have Alice Training with Synergy 911 for the Wednesday Class which was received positively by the E-Board.

Legislative Report – Andy Dowd

The legislation will be in recess until after the holidays.

Mentoring Committee - Danielle Sicard

Mentoring classes are going well. The next session is scheduled for tomorrow, December 8th and is full in 2 locations – with more people on the waiting list. The committee is looking for more mentor hosts to expand the workshops across the commonwealth and Trudy has begun communications with these mentors to accomplish this.

MTCA Software Coordinator - Danielle Sicard

The membership portion of the software has slowed down as most communities have submitted for and paid their membership dues. Danielle once again thanked Lynn Sibley and Barbara for their continued efforts in the software.

Communications Committee- Danielle Sicard

Chair Sicard reported that the committee has not met since our last meeting but noted that the packet included a quote to update our website submitted by Kelly McElreath and Andy Dowd who have been maintaining the website. The E-Board would like to move forward with the website upgrade if the quote submitted was still applicable.

Social Secretary Report - Deb Bourbeau

Deb Bourbeau was not in attendance and no report was presented.

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Past President Report- Nancy Talbot

Past President Talbot brought up the topic of Out of Commonwealth marriages. A discussion took place on having the association take a stand against the Out of Commonwealth marriages, as they are not legal documents. Andy Dowd has reached out to Karen at VIP and is awaiting a reply. This agenda item will be discussed further when we have more information from VIP.

Swearing in of the new Secretary

Member Dowd swore in Jayne Marie Davolio to fill Wendy Mickel's term as MTCA secretary.

ACTION TAKEN: On a motion by 1st VP Greendale, seconded by Assistant Treasurer Sibley, to adjourn. All were in favor.

Meeting was adjourned at 12:35 PM.

Respectfully Submitted:

Jayne Marie Davolio
MTCA Secretary

**Massachusetts Town Clerks' Association
Budget vs. Actual**

INCOME	As of	12/1/2021 - revised*			
		FY22 Budget	NEW INCOME	ACTUAL	REMAINING
3100 - Conference Revenue					
3110 - Registration		\$37,700.00	\$11,100.00	\$11,100.00	\$26,600.00
3120 - Meals		\$39,000.00	\$14,010.00	\$14,010.00	\$24,990.00
3130 - Mentoring Workshops		\$1,800.00	\$570.00	\$570.00	\$1,230.00
3140 - Vendor Income		\$22,000.00	\$5,600.00	\$5,600.00	\$16,400.00
Total Conference Revenue		<u>\$100,500.00</u>	<u>\$31,280.00</u>	<u>\$31,280.00</u>	<u>\$69,220.00</u>
3200 - Certification Revenue		\$1,500.00	\$75.00	\$215.00	\$1,285.00
3300 - Scholarship Donations		\$2,500.00	\$0.00	\$0.00	\$2,500.00
3400 - Public Recorder/Website Ads		\$2,000.00	\$0.00	\$3,000.00	(\$1,000.00)
3500 - Media Stipends/AP/Educ		\$500.00	\$0.00	\$0.00	\$500.00
3600 - Dues / Memberships		\$30,000.00	\$3,290.00	\$30,800.00	(\$800.00)
3700 - Interest Income (Bank Account)		\$0.00	\$0.00	\$0.00	\$0.00
3800 - MISC (Mkting/Sundries)		\$0.00	\$0.00	\$0.00	\$0.00
Cash Transfer from Reserves		\$9,880.00	\$0.00	\$0.00	\$9,880.00
		<u>\$46,380.00</u>	<u>\$3,365.00</u>	<u>\$34,015.00</u>	<u>\$12,365.00</u>
TOTAL INCOME		\$146,880.00	\$34,645.00	\$65,295.00	\$81,585.00

*Changed items are highlighted - bottom line #'s remained the same for new income/exp & actual expense.
Actual Income Column was incorrect

**Massachusetts Town Clerks' Association
Budget vs. Actual**

EXPENSE	As of	12/1/2021 - revised*			
	FY22	BUDGET	NEW EXP	ACTUAL	REMAINING
5000 - President Expenses		\$2,500.00	\$0.00	\$0.00	\$2,500.00
5100 - Secretary Expense		\$0.00	\$0.00	\$0.00	\$0.00
5200 - Treasurer Expenses					
5200 - Treasurer Expenses		\$250.00		\$198.00	\$52.00
5201 - MTCA software		\$2,900.00		\$2,835.00	\$65.00
5202 - Software Coordinator		\$1,200.00		\$0.00	\$1,200.00
Total Treasurer Expenses		\$4,350.00	\$0.00	\$3,033.00	\$1,317.00
5300 - Lobbyist Expenses					
5301 - Lobbyist Salary		\$35,000.00	\$8,750.01	\$17,500.02	\$17,499.98
5302 - Lobbyist Expenses				\$0.00	\$0.00
5303 - Lobbyist Reg Fee		\$130.00		\$18.50	\$111.50
Total Lobbyist Expense		\$35,130.00	\$8,750.01	\$17,518.52	\$17,611.48
5400 - Scholarship Expenses					
5401 - NEMCI Exp (outside sources)		\$2,500.00		\$0.00	\$2,500.00
5402 - NEMCI Exp (MTCA)		\$1,100.00		\$0.00	\$1,100.00
5403 - MTCA Conference Scholarships		\$4,000.00	\$200.00	\$200.00	\$3,800.00
5404 - Awards/Scholarships				\$0.00	\$0.00
Total Scholarship Expenses		\$7,600.00	\$200.00	\$200.00	\$7,400.00
5500 - Legislative Committee Expenses		\$250.00	\$0.00	\$43.00	\$207.00
5600 - Certification Expenses					
5601 - Administrator Stipend		\$1,000.00		\$342.50	\$657.50
5602 - Certification Expenses		\$400.00		\$83.25	\$316.75
Total Certification Expenses		\$1,400.00	\$0.00	\$425.75	\$974.25
5700 - Conference Expenses					
5701 - Printing Brochures/Program		\$1,500.00	\$456.15	\$456.15	\$1,043.85
5702 - Conference Deposits		\$7,000.00		\$2,000.00	\$5,000.00
5703 - Postage / Brochure Mailing		\$0.00		\$0.00	\$0.00
5705 - Entertainment		\$600.00		\$0.00	\$600.00
5706 - Speakers / Education		\$1,750.00	\$1,315.35	\$1,315.35	\$434.65
5707 - Conference Hotel / Meals		\$75,000.00	\$32,441.34	\$32,441.34	\$42,558.66
5708 - NE Conference (2022)		\$1,000.00		\$0.00	\$1,000.00
5709 - Misc Conf Exp (mentor/survey)		\$2,000.00	\$397.74	\$397.74	\$1,602.26
5710 - Printing / Copying		\$0.00		\$0.00	\$0.00
Total Conference Expenses		\$88,850.00	\$34,610.58	\$36,610.58	\$52,239.42

**Massachusetts Town Clerks' Association
Budget vs. Actual**

EXPENSE Continued	As of	12/1/2021 - revised*			
	FY2022	BUDGET	NEW EXP	ACTUAL	REMAINING
5800 - Executive Board Meetings/Lunches		\$1,200.00	\$382.24	\$512.24	\$687.76
5900 - Communication/Public Recorder					
5901 - Pub Rec Stipend / Editor		\$0.00		\$0.00	\$0.00
5902 - Postage		\$0.00		\$0.00	\$0.00
5903 - Printing		\$0.00		\$0.00	\$0.00
5904 - Web Update & Hosting		\$2,000.00		\$0.00	\$2,000.00
Total Communication/Public Recorder		\$2,000.00	\$0.00	\$0.00	\$2,000.00
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		\$1,700.00	\$0.00	\$0.00	\$1,700.00
6100 - Marketing / Name Badges		\$0.00	\$0.00	\$0.00	\$0.00
6200 - Miscellaneous Expenses					
6201 - Gifts/Memorials/Flowers		\$1,000.00		\$100.00	\$900.00
6202 - NEMCI Graduation Gifts		\$400.00		\$0.00	\$400.00
6203 - Miscellaneous		\$500.00		\$0.00	\$500.00
Total Miscellaneous Expense		\$1,900.00	\$0.00	\$100.00	\$1,800.00
TOTAL EXPENSE		\$146,880.00	\$43,942.83	\$58,443.09	\$88,436.91
Income / Expense Variance		\$0.00		\$6,851.91	

Checking Account

Beginning Balance	9/15/2021	\$38,268.06
New Income		\$34,645.00
New Expenses		\$43,942.83
Current Balance	12/1/2021	\$28,970.23

Money Market account Balance

Beginning Balance	9/15/2021	\$32,271.88
New Income		\$1.62
New Expenses		\$0.00
Current Balance	12/1/2021	\$32,273.50

**Massachusetts Town Clerks' Association
Budget vs. Actual**

As of **January 26, 2022**
FY22

INCOME	Budget	NEW INCOME	ACTUAL	REMAINING
3100 - Conference Revenue				
3110 - Registration	\$37,700.00		\$11,100.00	\$26,600.00
3120 - Meals	\$39,000.00		\$14,010.00	\$24,990.00
3130 - Mentoring Workshops	\$1,800.00	\$705.00	\$1,275.00	\$525.00
3140 - Vendor Income	\$22,000.00		\$5,600.00	\$16,400.00
Total Conference Revenue	\$100,500.00	\$705.00	\$31,985.00	\$68,515.00
3200 - Certification Revenue	\$1,500.00	\$455.00	\$670.00	\$830.00
3300 - Scholarship Donations	\$2,500.00	\$0.00	\$0.00	\$2,500.00
3400 - Public Recorder/Website Ads	\$2,000.00	\$0.00	\$3,000.00	(\$1,000.00)
3500 - Media Stipends/AP/Educ	\$500.00	\$0.00	\$0.00	\$500.00
3600 - Dues / Memberships	\$30,000.00	\$365.00	\$31,165.00	(\$1,165.00)
3700 - Interest Income (Bank Account)	\$0.00	\$0.00	\$0.00	\$0.00
3800 - MISC (Mkting/Sundries)	\$0.00	\$0.00	\$0.00	\$0.00
Cash Transfer from Reserves	\$9,880.00	\$0.00	\$0.00	\$9,880.00
	\$46,380.00	\$820.00	\$34,835.00	\$11,545.00
TOTAL INCOME	\$146,880.00	\$1,525.00	\$66,820.00	\$80,060.00

**Massachusetts Town Clerks' Association
Budget vs. Actual**

EXPENSE	As of January 26, 2022			
	FY22 BUDGET	NEW EXP	ACTUAL	REMAINING
5000 - President Expenses	\$2,500.00	\$0.00	\$0.00	\$2,500.00
5100 - Secretary Expense	\$0.00	\$0.00	\$0.00	\$0.00
5200 - Treasurer Expenses				
5200 - Treasurer Expenses	\$250.00		\$198.00	\$52.00
5201- MTCA software	\$2,900.00		\$2,835.00	\$65.00
5202 - Software Coordinator	\$1,200.00	\$600.00	\$600.00	\$600.00
Total Treasurer Expenses	\$4,350.00	\$600.00	\$3,633.00	\$717.00
5300 - Lobbyist Expenses				
5301 - Lobbyist Salary	\$35,000.00	\$2,916.67	\$20,416.69	\$14,583.31
5302 - Lobbyist Expenses			\$0.00	\$0.00
5303 - Lobbyist Reg Fee	\$130.00	\$110.00	\$128.50	\$1.50
Total Lobbyist Expense	\$35,130.00	\$3,026.67	\$20,545.19	\$14,584.81
5400 - Scholarship Expenses				
5401 - NEMCI Exp (outside sources)	\$2,500.00		\$0.00	\$2,500.00
5402 - NEMCI Exp (MTCA)	\$1,100.00		\$0.00	\$1,100.00
5403 - MTCA Conference Scholarships	\$4,000.00		\$200.00	\$3,800.00
5404 - Awards/Scholarships			\$0.00	\$0.00
Total Scholarship Expenses	\$7,600.00	\$0.00	\$200.00	\$7,400.00
5500 - Legislative Committee Expenses	\$250.00	\$0.00	\$43.00	\$207.00
5600 - Certification Expenses				
5601 - Administrator Stipend	\$1,000.00	\$335.00	\$677.50	\$322.50
5602 - Certification Expenses	\$400.00	\$67.92	\$151.17	\$248.83
Total Certification Expenses	\$1,400.00	\$402.92	\$828.67	\$571.33
5700 - Conference Expenses				
5701 - Printing Brochures/Program	\$1,500.00		\$456.15	\$1,043.85
5702 - Conference Deposits	\$7,000.00		\$2,000.00	\$5,000.00
5703 - Postage / Brochure Mailing	\$0.00		\$0.00	\$0.00
5705 - Entertainment	\$600.00		\$0.00	\$600.00
5706 - Speakers / Education	\$1,750.00		\$1,315.35	\$434.65
5707 - Conference Hotel / Meals	\$75,000.00		\$32,441.34	\$42,558.66
5708 - NE Conference (2022)	\$1,000.00		\$0.00	\$1,000.00
5709 - Misc Conf Exp (mentor/survey)	\$2,000.00	\$1,145.31	\$1,543.05	\$456.95
5710 - Printing / Copying	\$0.00		\$0.00	\$0.00
Total Conference Expenses	\$88,850.00	\$1,145.31	\$37,755.89	\$51,094.11

**Massachusetts Town Clerks' Association
Budget vs. Actual**

	As of January 26, 2022			
	FY2022			
EXPENSE Continued	BUDGET	NEW EXP	ACTUAL	REMAINING
5800 - Executive Board Meetings/Lunches	\$1,200.00	\$0.00	\$512.24	\$687.76
5900 - Communication/Public Recorder				
5901 - Pub Rec Stipend / Editor	\$0.00		\$0.00	\$0.00
5902 - Postage	\$0.00		\$0.00	\$0.00
5903 - Printing	\$0.00		\$0.00	\$0.00
5904 - Web Update & Hosting	\$2,000.00	\$1,995.00	\$1,995.00	\$5.00
Total Communication/Public Recorder	\$2,000.00	\$1,995.00	\$1,995.00	\$5.00
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	\$1,700.00	\$0.00	\$0.00	\$1,700.00
6100 - Marketing / Name Badges	\$0.00	\$0.00	\$0.00	\$0.00
6200 - Miscellaneous Expenses				
6201 - Gifts/Memorials/Flowers	\$1,000.00		\$100.00	\$900.00
6202 - NEMCI Graduation Gifts	\$400.00		\$0.00	\$400.00
6203 - Miscellaneous	\$500.00		\$0.00	\$500.00
Total Miscellaneous Expense	\$1,900.00	\$0.00	\$100.00	\$1,800.00
TOTAL EXPENSE	\$146,880.00	\$7,169.90	\$65,612.99	\$81,267.01
Income / Expense Variance	\$0.00		\$1,207.01	

Checking Account

Beginning Balance	12/1/2021	\$28,970.23
New Income		\$1,525.00
New Expenses		\$7,169.90
Current Balance	1/26/2022	\$23,325.33

Money Market account Balance

Beginning Balance	12/1/2021	\$32,273.50
New Income		\$2.44
New Expenses		\$0.00
Current Balance	1/26/2022	\$32,275.94

Membership Summary

2022

Member Type	Member Status	#	Membership Amt	Over Paid	Total
ACTIVE MEMBER	ACTIVE	282	\$22,660.00	\$115.00	\$22,775.00
ACTIVE MEMBER	INACTIVE	4	\$410.00	\$0.00	\$410.00
AFFILIATE MEMBER	ACTIVE	22	\$2,200.00	\$0.00	\$2,200.00
AFFILIATE MEMBER	TRANSFER-INACTIVE	1	\$100.00	\$0.00	\$100.00
ASSOCIATE	ACTIVE	240	\$6,000.00	\$50.00	\$6,050.00
ASSOCIATE	TRANSFER-INACTIVE	1	\$25.00	\$0.00	\$25.00
CITY STAFF	ACTIVE	3	\$0.00	\$0.00	\$0.00
NEW CLERK	ACTIVE	10	\$0.00	\$0.00	\$0.00
RETIRED	ACTIVE	14	\$140.00	\$0.00	\$140.00
STAFF- No Membership	ACTIVE	28	\$0.00	\$0.00	\$0.00
					\$31,700.00

2022**MTCA MEMBERSHIPS PENDING**

Town	Name	Population	Member Type	Total Fee
Acton	Leo Mercado	22031	STAFF- No Mem	\$0.00
Hubbardston	Mallory Seamon	4321	STAFF- No Mem	\$0.00
Lawrence	Diane P LeBlanc	80000	AFFILIATE MEM	\$100.00
Lincoln	Cara Maroney	6832	ASSOCIATE	\$25.00
Middlefield	Lois Leonardo Bell	422	STAFF- No Mem	\$0.00
Middlefield	Suzanne Lemieux	422	ACTIVE MEMBE	\$15.00
Newton	Carol Moore	88000	AFFILIATE MEM	\$100.00
Newton	Cassidy Flynn	88000	ASSOCIATE	\$25.00
Newton	Christopher Sullivan	88000	ASSOCIATE	\$25.00
Revere	Paul Fahey	53756	CITY STAFF	\$0.00
Rutland	Candace Livingston	9300	ASSOCIATE	\$25.00
Tolland	Susan H Voudren	525	ACTIVE MEMBE	\$15.00
Waltham	Catherine Magliarditi	60632	CITY STAFF	\$0.00
			TOTAL	\$330.00

MTCA 2021-2022 APPOINTMENTS

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

updated as of:

2/2/2022

DRAFT

New with Bylaw Changes
New Bylaws - Potential Discontinuance

Member	Municipality	Committee Member Position	by	Appt Date	Term Expires	term yrs	# members	Appt Authority
ASSISTANT TREASURER						2 yr	1	E Board
Lynn Sibley	Whately			2021	2023			
BUDGET COMMITTEE						1yr	5	E Board
<i>Chair</i> Debra Bourbeau	Montague	Treasurer (Chair)		2021				
Lynn Sibley	Whately	Assistant Treasurer		2021				
Amy Akell	Ipswich			2021	2022			
Jayne Marie Davolio	Millbury			2021	2022			
Andrew Dowd	Northborough			2021	2022			
BY-LAW - POLICIES & PROCEDURES REVIEW COMMITTEE						3 yr	6	President / E Board
<i>Chair</i> Nancy Blackmer	Orange			2020	2023			
Stephanie Carrera	Stoughton			2020	2023			
Narice Casper	Marshfield			2020	2023			
Jeanne Hudson	Holden			2020	2023			
Trudy Reid	Wenham			2020	2023			
Danielle Sicard	Easton	2nd VP (Advisory)		2021				
CMMC CERTIFICATION ADMINISTRATOR						3 yr	1	E Board
Barbara LaBombard	Easthampton			2021	2024			
CMMC CERTIFICATION / EXAMINATION BOARD						3 yr	5	E Board
Barbara LaBombard	Easthampton	CMMC Certification Admin		2021			(staggered terms)	
<i>Chair</i> Madaline I. Bonadies	Southbridge			2021	2024			
Nancy Blackmer	Orange			2020	2023			
Lillian Drane	Lakeville			2019	2022			
Marianne Staples	Mansfield			2019	2022			
CLERK'S MANUAL COMMITTEE						3 yr	5	EBoard
<i>Chair</i> Jayne Marie Davolio	Millbury	Secretary (Chair)		2021				
Deborah Dami	Mashpee			2020	2023			
Mary De Alderette	Lexington			2020	2023			
				2022	2023			
				2022	2023			
COMMUNICATION COMMITTEE						3yr	7 & website com. Reps	President / Eboard
Lynn Sibley	Whately	Treasurer OR Assist. Treas		2021			(staggered terms)	
Nancy Burnham	Athol	Public Recorder Editor		2020	2023			
Andrew Dowd	Northborough			2020	2023			
Elizabeth Gaffey	Walpole			2021	2022			
Susan Kelley	Duxbury			2021	2024			
Kelly McElreath	Upton			2019	2022			
<i>Chair</i> Danielle Sicard	Easton	Mentoring Committee Rep		2021	2024			
Dottie Powers	Westwood	Legislative Committee Rep		2021				
Trudy Reid	Wenham	Education Committee Rep		2021				
Barbara LaBombard	Easthampton	CMMC Certification/Exam Board		2021				

MTCA 2021-2022 APPOINTMENTS

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

updated as of:

2/2/2022

DRAFT

New with Bylaw Changes
New Bylaws - Potential Discontinuance

Member	Municipality	Committee Member Position	by	Appt Date	Term Expires	term yrs	# members	Appt Authority
CONFERENCE COMMITTEE						2 yr	9	President / EBoard
<i>Chair</i> Robert E. Cutler, Jr.	Foxborough	<i>President (Chair)</i>		2021				
Elizabeth Greendale	Holliston	<i>1st VP - Vendors</i>		2021				
Danielle Sicard	Easton	<i>2nd VP - Hotel</i>		2021				
Barbara LaBombard	Easthampton	<i>Conference Registration Admin</i>		2021				
Trudy Reid	Wenham	<i>Education Database Coordinator</i>		2021				
Valerie Fox	Lincoln	<i>Education Committee Chair</i>		2021				
Dianne Bucco	Manchester	<i>Conference Brochure Admin</i>		2021	2023			
Terri Bunce	Dennis			2021	2023			
Kaari Mai Tari	Concord	<i>Conference Class Registrations Admin</i>		2021	2023			
CONFERENCE REGISTRATION ADMINISTRATOR						3 yr	1	E Board
Barbara LaBombard	Easthampton			2019	2022			
EDUCATION DATABASE COORDINATOR						3 yr	1	President
Trudy Reid	Wenham			2021	2024			
EDUCATION COMMITTEE						3 yr	11	E Board
Danielle Sicard	Easton	<i>2nd VP</i>		2021			<i>(staggered terms)</i>	
Amy Akell	Ipswich			2021	2024			
Jayne Marie Davolio	Millbury			2019	2022			
Mary De Alderete	Lexington			2019	2022			
<i>Chair</i> Valerie Fox	Lincoln			2020	2023			
Trudy Reid	Wenham	<i>Education Database Coordinator</i>		2021	2024			
Kaari Mai Tari	Concord			2020	2023			
				2022	2022			
				2022	2023			
				2022	2024			
				2022	2023			
ELECTION LAWS TASK FORCE REPRESENTATIVE						3 yr	1	President / E Board
Danielle Sicard	Easton			2019	2022			
LEGISLATIVE COMMITTEE (Jan 1 - Dec 31)						1 yr 3 yr	2 Alt. 7	President / E Board
Lori West	Hull			2018	2024		<i>(staggered terms)</i>	
Dottie Powers	Westwood			2018	2024			
Catherine Harder-Bernier	Hanover			2020	2023			
Ilene Twiss	Middleton			2020	2023			
<i>Chair</i> Andrew Dowd	Northborough			2019	2022			
Debra Gremo	Auburn			2019	2022			
Carlene Hamlin	South Hadley			2019	2022			
<i>Alt.</i> Elizabeth Greendale	Holliston	<i>1st VP (Alt - 1 yr term)</i>		2021				
<i>Alt.</i> Ryan Witkos	Hardwick			2021	2022			
LOBBYIST REVIEW COMMITTEE						3 yr	3	President / Eboard
Deb Bourbeau	Montague	<i>Treasurer</i>		2021				
Andrew Dowd	Northborough	<i>Chair of Legislative Committee</i>		2021				
Elizabeth Greendale	Holliston			2021	2023			

MTCA 2021-2022 APPOINTMENTS

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

updated as of:

2/2/2022

DRAFT

New with Bylaw Changes

New Bylaws - Potential Discontinuance

Member	Municipality	Committee Member Position	by	Appt Date	Term Expires	term yrs	# members	Appt Authority
MEMBER RECOGNITION COMMITTEE						3yr	5	President / Eboard
	Robert E. Cutler, Jr.	Foxborough	<i>President</i>		2021			
	Nancy Talbot	Ware	<i>Past President</i>		2021			
<i>Chair</i>	Nancy Blackmer	Orange			2021	2024		
	Jayne Marie Davolio	Millbury			2020	2023		
	Theodora Eaton	Needham			2019	2022		
MENTORING COMMITTEE						n/a	up to 12	Mentoring Committee
<i>Co-Chair</i>	Danielle Sicard	Easton			2016			
	Dottie Powers	Westwood			2016			
	Kelly McElreath	Upton			2016			
	Elizabeth Greendale	Holliston			2016			
	Andrew Dowd	Northborough			2017			
	Marie Ryan	West Stockbridge			2017			
	Terri Bunce	Dennis			2019			
	Trudy Reid	Wenham			2019			
<i>Co-Chair</i>	Jayne Marie Davolio	Millbury			2019			
	Mary de Alderete	Fitchburg			2019			
	Amy Warfield	Burlington			2021			
NOMINATION COMMITTEE (Jan 1 - Dec 31)						2 yr	5	E Board
	Nancy Blackmer	Orange			2019	2021		
	Jayne Marie Davolio	Millbury			2019	2021		
<i>Chair</i>	Theodora Eaton	Needham			2019	2021		
	Lynn Sibley	Whately			2019	2021		
	Kaari Mai Tari	Concord			2019	2021		
	Elizabeth Greendale	Holliston	<i>1st VP (non voting)</i>		2021			
PUBLIC RECORDER EDITOR						indefinite	1	E Board
	Nancy Burnham	Athol			2020	2023		
SCHOLARSHIP COMMITTEE						2 yr	3	President
<i>Chair</i>	Elizabeth Greendale	Holliston	<i>1st VP (Chair)</i>		2021			
	Nancy Blackmer	Orange			2021	2023		
	Jayne Marie Davolio	Millbury			2021	2023		
SOFTWARE COORDINATOR						2 yr	1	President
	Danielle Sicard	Easton			2021	2023		
SUNSHINE FUND ADMINISTRATOR / SOCIAL SECRETARY						1 yr	1	President
	Debra Bourbeau	Montague			2021	2022		

MTCA ANNUAL APPOINTMENTS TIME LINE & APPROACH - DRAFT

Annual Appointments – conducted by the President

- President communicates with Chairs of Committees to obtain recommendations
 - Current members activity, availability & engagement – does anyone need to be replaced?
 - Due to expire – chairs opinion on whether they should be reappointed
- President follows up with committee members regarding interest in reappointment /continuation
- President posts list of appointments available – indicating vacancy or incumbents name if interested in reappointment – allow 3 weeks to obtain emails of interest for appointment

Slate of Officer / E-Board process – conducted by Nomination Committee

- End of February/Beginning of March
 - Nomination Committee sends notice looking for members interested in open positions
- Middle of March to middle/end of April
 - Nomination Committee sends notice of recommended Slate of Officers / E-Board members

Approval of Appointments & Slate of Officers/E-Board Members

- June Conference Meeting
 - Slate of Officers / E-Board presented by nomination committee for association approval & vote
 - Slate of appointments presented to the E-Board for approval. Anyone who was not appointed and expressed interest is placed on an interest list for future consideration should an opening occur midterm.

Ideas discussed at the 12/7/21 E-Board meeting

- Don't worry about small vs large, city vs town or region in the state
- Volunteer 101 session
- Breakout groups during the conference
 - New Clerks
 - Small Towns FAST
 - Volunteer opportunities panel
- Table at the conference
- E-Board members contact and communicate with clerks to ASK them to PARTICIPATE

WINTER - 2022

Date: 1/28/2022 11:26:27 AM

Vendor	Tables	Add Tables	Power	Ad Full	Ad Half	Break	Breakfast	Lunch	Pres	Banquet	Donation	BRKF #	L #	D #	BRKF 2 #	Total Due	Pd Date	AmtPaid	2nd PD Date	Bal Due
Democracy Live	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	1	0	\$300.00	12/22/2021	\$300.00		\$0.00
Dupont Storage Systems	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	1	1	0	0	\$315.00	1/5/2022	\$315.00		\$0.00
Election Systems & Software ES&S	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00	12/22/2021	\$250.00		\$0.00
General Code LLC	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	1	0	0	\$285.00		\$0.00		\$285.00
Image Data, INC.	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00	1/18/2022	\$250.00		\$0.00
Inclusion Solutions	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00	1/26/2022	\$250.00		\$0.00
Justice of the Peace Association	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00		\$0.00		\$0.00
KOFILE Technologies	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00	1	1	0	0	\$815.00		\$0.00		\$815.00
LHS Associates, Inc.	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00	4	4	0	0	\$1,110.00	1/6/2022	\$1,110.00		\$0.00
LL DATA Designs LLC	1	2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$450.00		\$0.00		\$450.00
Lynxlog, LLC	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	1	0	\$300.00	1/27/2022	\$300.00		\$0.00
Meridia Interactive Solutions	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00	1/18/2022	\$250.00		\$0.00
Northeast Document Conservation Center	1	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	0	0	0	\$250.00	1/10/2022	\$250.00		\$0.00
Stellar Corp	1	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00	0	2	0	0	\$420.00	1/18/2022	\$420.00		\$0.00

COUNTS

Tables	14	Sponsor	Ad Half	0	Breakfast	0	Pres	0	Meal	Breakfast	6	Dinner	2
Add Tables	4		Ad Full	0	Lunch	0	BAnquet	0		Lunch	9	Breakfast	0
Power	14		Break	0									

TOTALS

Tables	\$3,500.00	Sponsor Break	\$0.00	Breakfast	\$180.00	Grand Total	\$5,495.00
Add Tables	\$400.00	Sponsor Breakfast	\$0.00	Lunch	\$315.00	1st Payment	\$3,695.00
Full Ad	\$0.00	Sponsor Lunch	\$0.00	Dinner	\$100.00	2nd Payment	\$0.00
Half Ad	\$0.00	Sponsor President	\$0.00	Breakfast 2	\$0.00	Adjustments	\$250.00
Donations	\$1,000.00	Sponsor Banquet	\$0.00			Balance Due	\$1,550.00

SCHOLARSHIP REPORT

FALL-2017

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Barre	Ellen Glidden	FS17-1	Barre	\$50.00	\$125.00	\$153.66	\$328.66	\$175.00	9/18/2017	9/13/2017
Holliston	Dyan Fitzgerald	FS17-2	Holliston	\$50.00	\$30.00	\$0.00	\$80.00	\$80.00	9/18/2017	9/13/2017
Ashland	Cindy Livingstone	FS17-3	Ashland	\$50.00	\$125.00	\$270.00	\$445.00	\$175.00	9/18/2017	9/13/2017

WINTER-2018

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Halifax	Susan Lawless	WS18-2	Halifax	\$50.00	\$115.00	\$265.85	\$430.85	\$165.00	1/25/2018	1/25/2018
Barre	Ellen Glidden	WS18-1	Barre	\$50.00	\$115.00	\$123.64	\$288.64	\$165.00	1/25/2018	5/24/2018

SUMMER-2018

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Ware	Nancy Talbot	H18-1	Ware	\$0.00	\$0.00	\$149.00	\$149.00	\$149.00	6/1/2018	
Barre	Ellen Glidden	SS18-1	Barre	\$0.00	\$0.00	\$138.50	\$138.50	\$138.50	6/1/2018	6/1/2018

FALL-2018

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Barre	Ellen Glidden	FS18-1	Barre	\$50.00	\$130.00	\$0.00	\$180.00	\$180.00	9/13/2018	9/13/2018

WINTER-2019

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Halifax	Susan Lawless	WS19-1	Halifax	\$50.00	\$115.00	\$0.00	\$165.00	\$165.00	1/24/2019	1/24/2019
Barre	Ellen Glidden	WS19-2	Barre	\$50.00	\$115.00	\$0.00	\$165.00	\$165.00	1/24/2019	1/24/2019

SUMMER - 2019

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Lanesborough	Ruth Knysh	H19-1	Lanesborough	\$0.00	\$0.00	\$254.00	\$254.00	\$254.00	6/1/2019	
Barre	Ellen Glidden	SS19-1	Barre	\$50.00	\$115.00	\$141.86	\$306.86	\$165.00	5/23/2019	5/23/2019

SCHOLARSHIP REPORT

FALL - 2019

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Barre	Ellen Glidden	FS19-1	Barre	\$50.00	\$150.00	\$0.00	\$200.00	\$200.00	9/1/2019	9/1/2019

WINTER - 2020

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Barre	Ellen Glidden	WS20-1	Barre	\$50.00	\$115.00	\$0.00	\$165.00	\$165.00	2/1/2020	2/1/2020

FALL - 2021

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Barre	Ellen Glidden	FS21-1	Barre	\$50.00	\$150.00	\$0.00	\$200.00	\$200.00	9/1/2021	9/1/2021

WINTER - 2022

Town	Member Name	Credit #	Town Issued	Registration Amt	Meal Amt	Hotel Amt	Total Amt	Credit Owed	Date Issued	Date Used
Manchester-By-The-S	Dianne Bucco	WS22-1	Manchester-By-The-Sea	\$50.00	\$115.00	\$0.00	\$165.00	\$165.00	1/12/2022	1/12/2022

Conference Registration Administrator Report:

Total number registered for the Devens conference (as of Jan. 26, 2022): **223**

Total deposited with Treasurer (for registration/meals as of Jan. 26, 2022): **\$22,995.00**

Certification Administrator Report:

DEVENS, 2022

New CMMC:

Ellen Agro, Mendon

1st CMMC Recertification

Laura L. Schwall, Rehoboth

Patricia C. Bessette, Avon

Kathleen M. Spofford, Townsend

Felicia S. Hoffman, Dover

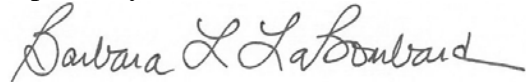
Lillian M. Drane, Lakeville

3rd CMMC Recertification

Carol A. Harris, Templeton

Colette M. Williams, Brewster

Respectfully Submitted,





Massachusetts Town Clerks' Association
Legislative Committee
Andrew T. Dowd, Chair
63 Main Street Northborough, MA 01532
Phone: 508-393-5002
Fax: 508-393-6996
E-mail: adowd@town.northborough.ma.us

January 25, 2022

Press Release:

The Massachusetts Town Clerks' Association supports the many important changes being made to the election laws.

However, we strongly oppose provisions that would allow for same day/election day registration for 10 days in a row. That requirement would be nearly impossible manage without compromising the integrity of the election process.

Andrew T. Dowd

Andrew Dowd, Chair
MTCA Legislative Committee

A handwritten signature in cursive script, appearing to read "Robert E. Cutler Jr.", is written over the printed name and title.

Robert E. Cutler Jr., President
MTCA

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

Census - VRIS - Mentoring Class

Dec 2021

Nov 2018

Oct 2017

Jan 2017

INCOME

ACTUAL

ACTUAL

ACTUAL

ACTUAL

3100 - Conference Revenue

3130 - Mentoring Workshops

Total Workshop Revenue

\$720.00

\$465.00

\$585.00

\$585.00

\$720.00

\$465.00

\$585.00

\$585.00

EXPENSE

ACTUAL

ACTUAL

ACTUAL

ACTUAL

5700 - Conference Expenses

Holliston

\$336.05

5709 - Misc Conf Exp (mentor/survey) W. Stockbridge

\$401.26

\$277.41

\$381.80

\$510.40

Total Conference Expenses

\$737.31

\$277.41

\$381.80

\$510.40

Income / Expense Variance

(\$17.31)

\$187.59

\$203.20

\$74.60

Dec 2021

Nov 2018

Oct 2017

Jan 2017

Total # of Registrants:

48

30

39

40

W. Stockbridge 19

(+1 Mentor - paid)

Northborough 29

Holliston 29

Northborough 11