

**NEW YORK ASSOCIATION OF LOCAL GOVERNMENT  
RECORDS OFFICERS  
Board of Directors Meeting  
June 6, 1999 – Lake George, New York**

Meeting was called to order by President Stan France at 2:00 p.m.

**PRESENT:** Stan France, Bebe Morehead, Kathleen Newkirk, Kathy Sickler, Debra Hogan, Amanda Walsh, Hans-J. Finke, Patricia Wisniewski.

**ALSO PRESENT:** ROBERT W. ARNOLD, SARA Liaison.

**ABSENT:** David Shenk, Frederick Grevin, Richard Hogan, Joseph Carnevale, Jan Colarusso, Charles Michaux, Richard Geer, David Carmichael.

**Corporate Returns:** The Federal and State tax returns presented to the Board by Debbie Hogan were discussed. Stan noted that some expenses appeared to be missing. A call will be made to CPA Bryan Cleversley prior to the close of the Conference.

Stan brought to the Board's attention the request of Bob Arnold that NYALGRO endorse elimination of the sunset provision for the SARA grants. Motion by Kathy Sickler, seconded by Hans-J. Finke, that NYALGRO issue an endorsement for the elimination of the sunset provisions and distribute a copy of our resolution to other State organizations encouraging their support as well. Carried.

**Minutes:** Motion by Kathy Sickler, seconded by Debra Hogan, to accept the minutes of the April 12, 1999 meeting as presented. Carried.

**Scholarship:** Motion by Kathy Sickler, seconded by Kathy Newkirk, that the Cheryl Steinbach Memorial Scholarship be awarded to Kathleen G. Cory, CMC, Lewisboro Town Clerk. On the question, it was noted that the recipient needs to submit expenses with receipts attached. Carried.

The award will be presented at the Tuesday Business luncheon meeting. It was also noted that two applications were received, but one was not returned to NYALGRO in time.

**Conference:** Jim Tammaro will be assisting in presenting the session "What to do When Your Grant Isn't Fully Funded" due to the death of the Geof Huth's mother.

Bebe Morehead outlined the duties of session monitors. Monitors are to greet the speaker and give a brief introduction of that person to those in attendance at the session.

Evaluation forms are to be passed out, collected and turned in at the registration desk at the completion of the session. Other duties include monitoring room temperature,

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assisting with distribution of handouts, and making sure water is available for the speaker. Vendors should be given credit for sponsoring the coffee break outs.

The hospitality room will be used for reception prior to dinner.

Respectfully submitted,

Patricia C. Wisniewski, CMC  
Secretary