

**NYALGRO
ANNUAL LUNCHEON/MEETING
June 6, 2023
Hotel Ithaca, Ithaca**

The meeting was called to order at 12:15 pm by President Desiree Potvin. She welcomed everyone to the conference.

Acceptance of Minutes-June 14, 2022, Desmond, Albany, New York

The minutes from the June 14, 2022 meeting were in each of attendee's conference packet. A motion to approve the minutes was made by Amy Steklof, seconded by Kerrie Bowers. All ayes.

Approval of Treasurer's Report- Rose

Treasure Rose Switzer gave her report, which was also in each attendee's conference packet. She presented the cash flow from 7/1/2022-5/31/2023 and the current balance is \$22, 849.56. A motion to approve the report was made by Caroline Barber, seconded by Jean Chrisman. All ayes

Membership Report

Membership Chair Jessica McClelland reported our current membership at 506. There are 105 conference attendees, which includes 42 new members.

Board Member Give-a-ways

Names were drawn for the Board Member Give-a-ways as well as some of the vendor give-a-ways.

Women's Shelter/Free Library

The Free Library was a success. A motion was made by June Patterson for NYALGRO to match the money that was donated by the attendees for the Women's shelter, seconded by Kerriann Harrington.

Adjournment

With no further business to discuss Amy Steklof, seconded by Linda Gilbert, made a motion to adjourn the meeting. All ayes.

Respectfully submitted,

Colleen Rathbun, Secretary

**NYALGRO Executive Board Meeting
June 7, 2023 – 8AM
Hotel Ithaca, Ithaca**

Present: Desiree Potvin, President; Karen Sweeting, Vice President/Education Chair; Colleen Rathbun, Secretary; Rosemary Switzer, Treasurer; Kerriann Harrington, Jessica McClennan, Wendy McConkey, June Patterson, Dina Falcone, Matt Shaler, Megan Sokolow, Board Members; Dave Lowry, State Archives Representative

Absent: Gina Doty, Emerit; Donna Mumbulo, Immediate Past President

I. Administrative Business:

a. Acceptance of Minutes-

A motion was made by Jessica McClennan, seconded by Kerriann Harrington, to accept the minutes of the meeting held on March 27, 2023. President Potvin conducted a roll call of the board with resulted in the motion being:

ADOPTED	AYES	10	Potvin, Sweeting, Rathbun, Switzer, Harrington, McClennan, McConkey, Patterson, Shaler, Lowry, Sokolow
	NOES	0	
	ABSENT	4	Doty, Mumbulo, Sokolow, Falcone

b. Approval of Treasurer's Report- Rose

R. Switzer stated that \$ 22, 849.56 was the cash on hand as stated yesterday, June 6, 2023.

c. Conference Review:

1. Hotel/Food:

President Potvin stated that there have been some staff changes so communication was a little difficult but the last two weeks the Hotel staff was great. We were not able to make our own menu. We were limited to what they provided us. Everyone thought the location of the Conference was good. K. Sweeting said the Hotel will validate the parking passes from the garage. M. Shaler liked how the vendors were set up. W. McConkey said the Seneca Room was a little noisy. It was stated that the bathrooms were not centrally located but the classrooms were. K. Sweeting will give K. Harrington the surveys that were filled out during the Conference. President Potvin mentioned that the Foils were a hot topic. It was mentioned that we should do a later lunch on Tuesday next year and a later class offering a School District with a Foil class. There was some confusion on the check out time. We should put that on the tip sheet for next year on when to check out of the hotel. M. Shaler suggested that we should Kristen two hours for Foils next year. K. Sweeting said that she did not stress to Kristen that the class should have been more about questions and answers than the law changes. Going forward Kristen should start out with the law changes then let people ask questions. President Potvin stated that Monica was great teaching her Covid class. K. Sweeting mentioned that the Historical Records class did not go over well. The Disaster Relief class, K. Sweeting would like to see a step by step on how to deal with a disaster and a policy on disaster management. Disaster Management and Social Media classes were requested for next year. The Audio/Visual worked out well. M. Shaler will be the mail person for IT since Kerriann is becoming the Vice President. General Code would like to sponsor a scholarship next year.

2. Registration/Conference Give –A-Way- Colleen/Wendy

It was mentioned that the Registration/Information desk should have been closer to the vendor area. The Give-a-way did not go as expected attendees did not look into their give-a-way book to see who was the winner.

3. First Time Attendee Welcome- June/Matt

M. Shaler suggested emailing the new attendees and asking them what they would like to know or be helpful to them. J. Patterson thinks we should add another 15 minutes to the class time.

4. Activities/Networking- Jessica/Wendy/Kerri

J. McClennan baskets were great, her creativity with the lollipops was outstanding. She did mention that it was easier to hide the keys than the palates. It was also mentioned that the Book Swap was well received.

II. Old Business/New Business:

a. Resignation/New Member

Wendy McConkey will be stepping down.

A motion was made by Matt Shaler, seconded by Colleen Rathbun accepting Wendy's resignation as a NYALGRO Board Member.

ADOPTED	AYES	10	Potvin, Sweeting, Rathbun, Switzer, Harrington, McClennan, McConkey, Patterson, Shaler, Lowry
	NOES	0	
	ABSENT	4	Doty, Mumbulo, Sokolow, Falcone

A motion was made by Kerriann Harrington, seconded by Jessica McClennan to appoint Nicole Dougherty as a NYALGRO Board Member.

ADOPTED	AYES	10	Potvin, Sweeting, Rathbun, Switzer, Harrington, McClennan, McConkey, Patterson, Shaler, Lowry
	NOES	0	
	ABSENT	4	Doty, Mumbulo, Sokolow, Falcone

VI. Board Member Comments

M. Shaler recognized Mike for getting Counties to attend the Conference.

W. McConkey thanked everyone saying it was a good ride.

D. Lowry said it was a great Conference. It was very well planned out.

J. McClennan thanked D. Lowry for the email blast about the Conference. It brought in three School Districts to the Conference, thank you again.

K. Harrington suggested that we put a save the date for next year’s Conference in the newsletter and on the Facebook page.

President Potvin got a request from the scholarship winner, Joann Lenhard-Boye was not able to attend the Conference because her deputy quit. She want to know if she can defer her scholarship. Julie Bink would like her registration money back because she was unable to attend the Conference.

K. Sweeting mentioned the newsletter is four times a year.

R. Switzer asked if you have anything for the newsletter to send it to her by June 22nd. She also asked about switching to the new website. Matt will get everything off our old website and move it to the new one. K. Harrington will be setting up the Wicks account. R. Switzer will forward an email that she received from Network Solutions to M. Shaler and K. Harrington.

VII. Next Meeting Date/Location

Sunday, October 1, 1PM – River Edge, Alexandra Bay- Conference Planning Board Meeting

President Potvin will make all the reservations for this Fall Retreat.

VIII. Adjournment

With no further business to discuss a motion was made by Matt Shaler, seconded by June Patterson, to adjourn the meeting President Potvin conducted a roll call of the board with resulted in the motion being:

ADOPTED	AYES	10	Potvin, Sweeting, Rathbun, Switzer, Harrington, McClennan, McConkey, Patterson, Shaler, Lowry
	NOES	0	
	ABSENT	4	Doty, Mumbulo, Sokolow, Falcone

Colleen Rathbun, Secretary