

NEW YORK ASSOCIATION OF LOCAL GOVERNMENT
RECORDS OFFICERS
Post School Board of Directors Meeting
June 13, 2007 – Hunter, New York

Vice-President Steve Geurds called meeting to order at 8:30 am.

PRESENT: Steven Geurds, Charles Callari, Patricia DePasquale, Pamela Brown, Donna Mumbulo, Dianne Tarity, Lila Hall, Eileen Weishan, Kathy Walruth, Adelia Pearson, Amanda Walsh, Geof Huth

ABSENT: Wendy Roberson

COMMITTEES:

Budget:

Chuck Callari submitted the budget for 2007, details Income & Expense Report for 2006 and the Budget vs. Actual Amounts for 2006. He has added a category for Award Recipient Expenses and Speaker Transportation. He will break out specific expenses on the School for the September meeting. The 2008 Budget allows for a total of \$18,040 in expenses.

A motion to approve the 2007 Budget was made by Adelia Pearson, seconded by Patricia DePasquale and Carried. See attached.

2007 SCHOOL

Topics

It was suggested sending a call to membership for presentations by postcard in the fall. This might bring in different topics and speakers for school. We wouldn't be relying on Board members and NYS Archives personnel for presentations as strongly as in the past. Ask vendors for presentation information. A vendor session might bring in more vendors.

Recommendations

Overall the evaluations and Board suggestions were good. There were good suggestions for improvements:

For new people: Identify new members on Sunday and Monday

Have a summary of evaluations for the Board meeting and use to promote the program.

Speakers should use microphones. Check on availability of remote mikes

Registrants Email Address on Registration Form.

Include an email on the evaluation in order to return form after leaving the conference

Nominations and Elections:

A motion was made by Steve Geurds, seconded by Amanda Walsh to nominate Donna Mumbulo as President to replace Jim Koury. Carried.

Donna Mumbulo then took over the meeting from Steve Geurds.

Publicity:

Wendy Roberson will not seek reelection to the Association and will no longer handle the newsletter. Pat DePasquale will talk with Wendy about the newsletter. It was suggested to mail the newsletter to RMO's who are not currently members.

A motion was made by Adelia Pearson, seconded by Steve Geurds to send out an increased newsletter mailing in January. Carried. Eileen Weishan, Adelia Pearson and Dianne Tarity will co-edit the issue??

Membership: Steve Geurds sent out 500 extra school registrations for the 2007 school to non-members and had 10 people from the mailing. I might help if RAO's would promote the organization and the school.

Scholarships Pat Depasquale reported that we already have 4-5 nominations for next year. The Paquin Award will need nominations. Pat suggested providing full scholarships for 1-2 people for the Steinbeck Award. This year up to 5 scholarships for \$250 were available and no applications were received initially.

A motion was made by Donna Mumbulo, seconded by Adelia Pearson - for the Steinbeck Award provide 2 full scholarships including hotel/meal package with registration/membership and travel paid by the awardee to active member only. Carried. Information must be out by March 1, 2008.

A clarification was made for the Robert Arnold award – You need not be a member to receive the award. The award is for recognition for work done “in the trenches”. Pat will provide a write up for all awards.

Technology Pam & Dianne – Bits & Bytes on Website & Newsletter Column???
Listserv – Pam Brown suggested Tim Clarke from BOCES handle the list serve.

NYS Archives Geof Huth reported on the status of a bill in the Assembly for the state to only produce records in open format to get away from proprietary software.
LGRAC has been discussing funding for the records programs and what fees might be used for the programs.

2008 School: The 2008 school will be held at the Radisson in Corning, NY.
Classes begin at same time; registration confirmation with food & Class choice;
Complimentary – presidents room/hospitality/AV equipment
Deposit?
Get back to Donna by July 1st

Education Amanda Walsh will chair the Education Committee with Pam Brown, Chuck Callari, Pat Depasquale and Eileen Weishan assisting.

A discussion was held on holding a one-day fall school in October of 2008. This would be held at the opposite end of the state from where the June school is held. It would be appropriate to have a one-night package from the location hotel available to those traveling distances. Holding it in October would allow a tie-in with NYS Archives Month.

It was agreed to hold the 2008 one-day school in Canandaigua. The opportunity exists to do the program as a distance-learning program as well.

Next Meeting: Next meeting will be held in the Radisson, Corning for a 2 day meeting to discuss school in detail on Sunday & Monday September 23 & 24.

Meeting adjourned per motion by Adelia Pearson, seconded by Steve Geurds. Carried.

Submitted as amended 9/23/07 by

Eileen R Weishan
Secretary

NEW YORK ASSOCIATION OF LOCAL GOVERNMENT
RECORDS OFFICERS
Annual Business Luncheon/Meeting
June 12, 2007 – Hunter, New York

Vice-President Steve Geurds called meeting to order at 1:00 pm. President Guerds welcomed everyone and introduced all Board Members.

MINUTES: *Motion by Pat DePasquale, seconded by Antoinette Kopek to approve minutes of the June 6, 2006 Annual Business Meeting, held in Canandaigua, New York as presented. Carried*

TREASURER'S REPORT Treasurer Chuck Callari reported on income and expenses for the period ending 12/31/2006, noting that NYALGRO is in sound financial shape.

Income -	\$15,510.82
Expenses (include School, newsletters, etc)	\$18,246.09
Net Income	- \$2,735.27

Chuck noted that income from memberships was lower than budgeted, while expenses for administration and the 2006 school were higher than budget, accounting for the bulk of the \$2,735 deficit.

Total assets at year end \$29,034.24

Motion by Tina Shuart, seconded by Adelia Persons to approve Treasurer's Report as presented. Carried

MEMBERSHIP: Steve Geurds, Membership Chairman reported that as of June 1, 2007 NYALGRO had 359 Members, 12 Associate Members, 3 Corporate Members and 10 Honorary Members for a total of 384.

SCHOLARSHIP AWARDS:

Scholarship Chairman Pat DePasquale presented the Cheryl Steinbach Scholarship award for 2007 to Wendy McConke, RMO, Cornell Cooperative Extension. This annual award is presented in memory of Cheryl Steinbech, Town Clerk and RMO for the Town of Chautauqua and a past Treasurer and NYALGRO board member.

OLD BUSINESS Kathy Newkirk presented a CD of NYALGRO minutes to Secretary, Eileen Weishan. Kathy also thanked General Code for scanning the minutes to CD for the Association.

NEW BUSINESS Vice-President Geurds announced that the Board is considering a one day fall training program in 2008 and would like input on topics from those attending.

ADJOURNMENT: *Motion to adjourn was made by Patricia Depasquale, seconded and carried.*

Respectfully Submitted,

Eileen R Weishan, CMC
Secretary