

**Long Island Village Clerks and Treasurers Association
Regular Meeting**

**Virtual Meeting Hosted via Zoom
Thursday, February 11, 2021
12:00 PM**

President Dave Fraser – Present
1st Vice President Liz Gaynor – Present
2nd Vice President Ronnie Shatzkamer – Present
Secretary Chrissy Kiernan – Present
Treasurer Barbara Kelly – Present
Association Counsel Bob Smith – Present
Nassau Director Joanna Palumbo – Present
Nassau Director Vacancy
Suffolk Director Denise Mordente – Present
Suffolk Director Nicole Rhodes – Present
Executive Committee John Mirando – Absent
Executive Committee Marianne Lobaccaro– Present

At approximately 12:00p.m., President Fraser started the virtual February General Meeting by inviting Marianne Lobaccaro to lead with the Pledge of Allegiance. President Fraser then began with a roll call of the Executive Board.

MINUTES OF THE 1/14/21 GENERAL MEETING – This item was tabled until the March meeting.

TREASURER’S REPORT 2/11/21 – This item was tabled until the March Meeting.

ADOPTION OF LIVCTA CREDIT CARD APPLICATION/MEMBERSHIP CARD APPLICATION/TAX EXEMPT FORM USE POLICY- President Fraser reported that the Executive Board is looking to add a policy on credit cards/membership cards and use of the Association’s tax exemption.

Association Counsel Bob Smith read the following proposed policy aloud:

**LIVCTA CREDIT CARD APPLICATION/MEMBERSHIP CARD
APPLICATION/TAX EXEMPT FORM USE POLICY**

1. It shall be the policy of LIVCTA that no member, including any member of the Executive Committee, may apply for a credit card, membership card or use the Association’s tax-exempt certificate without the express written permission of the President and Treasurer of the Association.
2. All cards shall be in the possession of the President, Vice President and Association Treasurer when not in use; however, the President may authorize use by other Executive Committee members for specific purchases.

3. Cards and certificates are to be used by Executive Committee members only, solely for expenditures that are authorized expenditures of the Association and are to the benefit of the Association.
4. All expenditures shall be pre-approved by the President, with notification to the Treasurer.
5. Credit cards are to be paid by the Treasurer in full when due. No balances shall be maintained.

2/8/21

Upon motion by Ronnie Shatzkamer, seconded by Marianne Lobacarro, it was unanimously resolved that the LIVCTA Credit Card Application/ Membership Card Application/ Tax Exempt Form Use Policy read aloud by counsel be approved.

EDUCATION/SCHOLARSHIPS – 1st Vice President Gaynor reported that at next month's meeting, a resolution will be circulated to include an authorization of an additional annual scholarship award sum of \$500.00 for 2021 for any member seeking reimbursement toward education.

BY LAWS – Nothing to report.

MEMBERSHIP – Treasurer Kelly reported that she will be circulating new membership forms in June.

FINANCE – Treasurer Kelly reported that the LIVCTA Bank Account was transferred from Empire Bank to TD Bank.

SUNSHINE COMMITTEE – Marianne Lobaccaro reported that Clerk Anita Frangella from the Village of Roslyn was presented with a plaque on the occasion of her retirement. Anita sent a thank you note to the Association that was shared. Liz Gaynor added photos from the plaque presentation to the Association website.

GOLF COMMITTEE- Secretary Kiernan reported that the LIVCTA Golf Outing will be held tentatively on Wednesday, April 28th. More details to follow.

NOMINATING COMMITTEE - Marianne Lobaccaro reported that the Nominating Committee will meet next week and will be circulating a slate of officers.

DENTAL/VISION COOPERATIVE – Secretary Kiernan reported that she is still working on establishing the first-ever of its kind New York State Village Dental & Vision Cooperative. The plan will create a cooperative partnership among villages to reduce costs for villages currently with dental and vision benefits and give an opportunity for villages without benefits, to sign onto a plan either at employer or employee cost. If your village is interested in joining, please email Chrissy at clerk@baxterestates.org.

MARCH ON HUNGER – Associate Member Phil Westerman, Arthur J. Gallagher, reported that he is planning a Drop-off March on Hunger Food Collection Event to benefit Island Harvest on Thursday, March 11th, at his office parking lot located at One Jericho Plaza, Jericho, NY. An invitation with details will be circulated. A website link will also be set-up for monetary donations.

NEW MEMBER – Secretary Kiernan welcomed new Deputy Village Clerk-Treasurer Lisa Mancuso from the Village of Upper Brookville to the Association.

INSURANCE WORKSHOP- Salerno Brokerage and Arthur J. Gallagher hosted an Insurance Workshop which included an insurance market update and information on emerging municipal risk concerns; cyber, excess workers compensation; and NYS Municipal Employer Health Emergency Plan Response Plans.

NEXT MEETING - MARCH TOPIC: NYCOM UPDATE FROM PETER BAYNES

Marianne Lobaccaro reported that in April we will have a workshop with Dan Aquilano, Examiner and Head of the Local Official Training Unit, Local Government and School Accountability, Office of State Comptroller Tom DiNapoli. Topics are to be determined, so please email Marianne if you have a topic in mind at villageadministrator@villagenorthhills.com.

There being no further business, upon a motion by Bob Juliano, seconded by Liz Gaynor, it was unanimously resolved to close the meeting.

Respectfully submitted,
Chrissy Kiernan
Secretary