

AMENDED – September 16, 2022
RI Town & City Clerks' Association
Friday, September 30, 2022
Carriage Inn
1065 Tower Hill Road
North Kingstown, RI 02852

9:00 a.m. **Welcome**

Wendy J.W. Marshall, CMC, President, RITCCA
Jeannette Alyward, Vice President

BUSINESS MEETING

1. **MEETING CALL TO ORDER** – Wendy J.W. Marshall, CMC

Installation of Officers and passing of the gavel to the new President:

Director of Elections, Rob Rock will swear in the new Officers

President: Jennifer West, CMC, Portsmouth
Vice President: Sandy Speroni, CMC, Warren
Treasurer: Lynn Hawkins, Exeter
Secretary: Erin Liese, CMC, Richmond

2. **Clerk-101**

3. **Rob Rock, Director of Elections, RI Department of State.**

4. **Round Table Team:**

- Austin Boral
- Madeleine Smith
- Josh Seiden

5. **SECRETARY'S REPORT** – Laura Swistak

- a. Approval of April 29, 2022 Minutes.
- b. Approval of June 16, 2022 Minutes.

6. **TREASURER'S REPORTS** – Lynn Hawkins

- a. Approval of Operating Account.
- b. Approval of Conference Account.

7. **COMMITTEE REPORTS**

- Education – Mary LeBlanc
- Elections – Kathy Placencia
- Legislation – Rick Goldstein
- New England Institute – Rick Goldstein
- Scholarship Committee – Michele Hardy
- Conference Committee (Annual Conference 2024) – Michele Hardy
- Fundraising – Sarah Rapose
- Membership – Lynn Hawkins
- By-Laws – Leigh Carney
- Technology – Roberta Fagan

- Handbook Committee – Wendy J.W. Marshall

8. ANNOUNCEMENTS

- Congratulate Jennifer West, Portsmouth earning her CMC.
- Congratulate Terri Wright, new Deputy Town of Westerly.
- 55th Annual NEACTC Conference: Chatham, Massachusetts, November 16th-18th, 2022.
- 77th Annual IIMC Conference, Minneapolis, Minnesota, May 14th – 17th, 2023.
- New England Conference: Newport, Rhode Island, November 20th – 22nd, 2024.

9. OLD BUSINESS

- Vitals/Rivers System – Births, Deaths and Marriages
- Please send Millie McGinnes and “News Around Town” for the NE Newsletter

10. NEW BUSINESS

- Appointment of members to committees by new President
- Brainstorm Education Sessions
- Request from IIMC Region 1 Directors for financial support for IIMC Region 1 Meeting being held March 29-31, 2023.

11. NEXT MEETINGS

- January 2023- Date – Education Session Probate – Attorney Anthony DeSisto
- April 2023

Adjourn

12:00 Noon LUNCH