

RI TOWN & CITY CLERKS' ASSOCIATION

September 27, 2024 Quarterly Meeting
The National Hotel
36 Water St.
New Shoreham, RI 02807

9:30 a.m. REGISTRATION

10:00 a.m. WELCOME

Jennifer M. West, CMC, President, RITCCA
Millie McGinnes Highet, Town Clerk
Keith Stover, First Warden

10:10 a.m. MEETING CALL TO ORDER- Jennifer M. West, CMC

1. Motion to accept the withdrawal of Sandra Giovannelli as Treasurer.
2. Motion to nominate Lillian Silva as Treasurer. / Nominating Committee
3. Installation of Officers: Peggy Long, Scituate administering the oath of office to the following:

President: Jennifer M. West, CMC, Portsmouth
Secretary: Erin Liese, CMC, Richmond

Due to work conflicts the Vice President and Treasurer will be sworn in at a later date.

Vice President: Sandrea Speroni, CMC, Warren
Treasurer:

10:15 a.m. Combating Election Misinformation and Improving Your Election Website Training/
Christian Franco, Center for Tech and Civic Life

12:15 p.m. Lunch

12:30 p.m. Continuation of September 27, 2024 Business Meeting

4. Secretary's Report - Erin Liese
 - a. Approval of Minutes
5. Treasurer's Report – Lynn Hawkins
 - a. Approval of Operating Account
 - b. Approval of Conference Account
6. Committee reports
 - a. Education –

- b. Elections – Nick Lima
 - c. Legislation –
 - d. New England Institute – Sarah Rapose and Leigh Carney
 - e. Scholarship Committee –
 - f. Conference Committee (Annual Conference 2024) – Leigh Carney
 - g. Fundraising – Sarah Rapose
 - h. Membership – Lynn Hawkins
 - i. By-Laws – Joan Chabot
 - j. Technology – Roberta Fagan
 - k. Handbook Committee –
7. Announcements
- a. Congratulations to Roberta Fagan, Jamestown Town Clerk on graduating from NEMCI&A and earning her CMC
 - b. Congratulations to Heather Cook, Little Compton Deputy Town Clerk on graduating from NEMCI&A and earning her CMC
 - c. Congratulations to Jessica Capaldi, Warren Deputy Town Clerk on graduating from NEMCI&A
 - d. Congratulations to Jennifer Gabriele, Charlestown Deputy Town Clerk on graduating from NEMCI&
 - e. Congratulations to Joan Chabot, Tiverton Town Clerk on earning her CMC
 - f. Congratulations to Sarah Rapose, West Warwick Town Clerk on earning her MMC
 - g. Congratulations to Janet Tarro, Narragansett Town Clerk on her retirement
 - h. Daxa Arora – Curia Systems
8. Upcoming Meetings
- a. January 2025 – Providence
 - b. April 2025
 - c. June 2025
9. Adjourn