

NYALGRO Business Luncheon/Meeting

June 11, 2024

Alexandria Bay, NY

The meeting was called to order at 12:15PM by President Desiree Potvin. She welcomed everyone to the conference and introduced all Board Members.

Acceptance of Minutes

A motion was made by June Patterson, Town Clerk of the Town of Highlands, seconded by Ashlyn McCarty, Customer Service Representative for the Village of Groton, to accept the minutes of the June 6, 2023 business luncheon meeting in Ithaca, NY. Adopted unanimously.

Minutes were in each participant's packet.

Treasurer Rosemary Switzer gave her treasures report:

Cash Flow report from 1/1/2024-5/31/2024

Total Inflows: \$18,705.43

Total Outflows: \$7,650.37

Total Overall: \$11,055.06

Account Balances as of 5/31/2024

Bank Accounts:

Community Bank

Community Bank Savings

M & T Bank- CD 1

M & T Bank- CD 2

Overall Total: \$28,686.19

Acceptance of Treasurer's Report

A motion was made by Lawrence Caza, County Clerk of Schoharie County, seconded by Kerry Santana, District Secretary of Franklin Square & Munson Fire Department, to accept the Treasurer's report of June 11, 2024 submitted by Rosemary Switzer. Account balance as of 5/31/2024 is \$28,686.19. Adopted unanimously.

Membership Update

Karen Sweeting spoke:

We currently have 347 paid members for 2024! This includes 94 NEW members!

The breakdown of membership:

County	50
Town	172
Village	61
City	20
School	14
Fire	15
Other	15

We also have 10 vendor members.

Conference attendees for 2024 – we have 121 with 55 of those being NEW members.

Adjourn the NYALGRO Business Luncheon/Meeting

A motion was made by Kerri Santana, District Secretary of Franklin Square & Munson Fire Department, seconded by Judy Marone, DEO II of the Village of Spring Valley.

Adopted unanimously.

Acceptance to adjourn the June 11, 2024 NYALGRO Business Luncheon/Meeting.

Respectfully submitted by,

Colleen Rathbun

NYALGRO Secretary

NYALGRO Executive Board Meeting

Alexandria Bay, NY

June 12, 2024

Acceptance of Minutes

A motion was made by Matt Shaler, seconded by Kerri Harrington to accept the minutes of the March 18, 2024, in Watkins Glen, NY.

Adopted unanimously.

Review of Annual Conference:

a. Overall Review of Conference

Unanimously the board members stated they had discussed with members, and all loved the classes offered. They stated they were well attended, and the Social Media class was a big hit. Megan Sokolow stated that a survey will be going out to all attendees.

Kerriann Harrington stated that she understood why the hotel placed them where they did, however in the future, if separation is possible, it is needed. There was a lot of cross interference with the opposite classroom.

Jamie Niziol suggested that next year a few of the first-time attendees of this year join in on the new member class, so they could offer ideas that the Board members are not thinking about or missed this year. She stated she spoke to multiple members, and they stated they took a lot away from the first-time attendee class and that there is a lot of value in the class. Matt suggested it be kept to an hour.

Desiree Potvin suggested that next year when games are being played for giveaways, winners should be announced at the Board meeting, instead of the one game that was played where it was first come first serve. All agreed.

The Board stated frustration to vendors lost to other conferences. There was a request to send a save the date multiple times a year. Discussions were had regarding different price points for vendors. It was stated that at the September meeting that it will be discussed further.

A motion was made by Kerriann Harrington, seconded by Jessica McClennan to reimburse James Tamaro for logging Sunday night, dinner on Sunday and Monday breakfast for speaking at the conference. Adopted unanimously.

Megan Sokolow requested we revisit our reimbursement policy at our September meeting.

Member Comments

It was stated by multiple members that it is very evident that the Board Members work well together and are always present.

Members suggested at the next conference to have a Court Record class, Fire District class, specific in record retention and a Public Safety class pertaining to records for first responders.

Megan Sokolow suggested Sarah Durrilling come to teach a class.

Jamie Niziol suggested a wellness session.

Matt Shaler suggested having a marketing budget for attendance to other conferences.

Jamie Niziol suggested board members wear all the same shirt or have a different color name badge, so we stand out to the members.

Discussions were also had regarding a membership change. Desiree Potvin suggested a Bi-Law change to have membership be changed from per person to the organization. She then suggested ideas be brought to the September retreat.

Dave Lowry stated the new NYS Archivist, Brian Keough will be starting August 1, 2024.

Matt Shaler stated that presentations will be up on the website within the next week, and it was suggested that round table webinars be discussed for the website.

Desiree Potvin stated that the Next Meeting Date/Location will be the following:

Fall Retreat- Sunday, October 27 – 1PM Villa Roma

Monday, October 28 – 8:30 Villa Roma

Adjourn meeting:

A motion was made by Matt Shaler, seconded by Jamie Niziol to adjourn the meeting at 10:41AM. Adopted unanimously.

