



**ROVAC BOARD MEETING MINUTES  
MARCH 9, 2017  
NEWINGTON**

**Members Attending:** Melissa Russell, Karen Cheney, Fred DeCaro, Tim DeCarlo, Lou DeCilio, Pete Gostin, Sue Larsen, Anne-Marie Mastroianni, Kevin McCauley, Chris Prue & Mike Wyman.

**Ex-Officio Member Attending:** Tony Esposito

**Non-Members Attending:** Suzanne Woodward & Linda Cultrera

Meeting was called to order by President Melissa Russell at 10:00 AM

**I. Minutes from last meeting:** (February 16, 2017)

Lou D moved to accept / Sue L seconded.

Minutes approved.

**II. Treasurer's Report:**

Pete G reported that the ROVAC checkbook as of March 9, 2017 had a starting balance of \$64,241.81 and with income of \$515.00 and expenses of \$4,275.25, left us a current balance of \$61,030.56.

Total outstanding checks: \$549.00 (\$50 & \$499)

Judi Beaudreau Fund (Savings) balance: \$845.97

Expenses breakdown discussed and clarified.

Conference Checking Account: Starting Balance of \$3,300.00 with income of \$0 and expenses of \$0, left a balance of \$3,300.00.

Discussion ensued.

**III. County Reports:**

- **Fairfield:** Fred D reported no meeting held, but is scheduling next at conference. Denise Merrill will be presenting Greenwich with Democracy Cup for Large Towns Award next Tuesday.
- **Hartford:** No Report

- **Litchfield:** Anne-Marie reported meeting scheduled for March 22nd in Bethlehem.
- **Middlesex:** No Report
- **New Haven:** Tim D reported meeting will be scheduled prior to Spring Conference, most likely March 24<sup>th</sup>.
- **New London:** No Report
- **Tolland:** Mike W reported meeting scheduled for April 5<sup>th</sup> and will be usual pot luck dinner. Melissa R planning on attending.
- **Windham:** Susanne W, representing for Bunny L, reported meeting scheduled for tonight, March 9<sup>th</sup>.

#### IV. Committee Reports:

- **Conference:** Chris P reported meeting last week and food menus are complete. Morning coffee and “enhancements” being offered all 3 days. Lunch buffets will be offered and discussion ensued on special needs food items.  
Many registrants are neglecting to complete emergency contact information, so reminder that this is a required component of the conference registration.  
Master Contact List posters (Large Print) will be available for self-check and input of corrections/updates. Discussion on logistics of annual meeting and election of officers. Tabulator will be used for voting. Request for all County Reports be sent to Melissa R in order to coordinate release of information to members prior to Conference/Annual Meeting.  
Fall conference penciled in for Windham Hotel, Southbury. No dates yet, although looking for end of September.
- **Education:** Melissa R spoke on behalf of Committee Chair that she was able to attend last meeting and another is planned for next week in Bethlehem. Tentative agenda discussed and will hopefully be solidified at meeting next week. 40 minute classes planned. Annual meeting scheduled for Thursday afternoon. SOTS day on Friday covering Canvass, Duplicates and Resources, with Denise Merrill as lunch speaker. Also, Ted Bromley will teach a 2 hour afternoon class on Wednesday concerning CVRS. Discussion on suggested speakers ensued.
- **Nominating Committee:** Anne-Marie M reported that, to date, (5) resumes, (1) for each office, were received from those seeking office to the ROVAC Executive Board.
  1. President – Sue Larsen, South Windsor
  2. Executive VP – Chris Prue, Vernon
  3. VP – Lou DeCilio, Stratford
  4. Treasurer – Peter Gostin, New Britain
  5. Secretary – Kevin McCauley, Bristol

This was discussed amongst committee members and consensus was to present the names to the membership for consideration at the Annual Meeting. Also nominations from floor.

- **Technology:** No Report
- **Handbook:** No Report
- **Legislative:** Sue L reported that ROVAC should be proud of the committee in strong representation at meetings of important Bills this past Monday. Testimony from committee members well received by GAE Committee. Will continue trying to have dialogue with SOTS and legislators on language interpretation. SOTS early voting bill and the several resolutions being presented was discussed. Reminder that county chairs responsible for disseminating bill tracking reports to their members so we all have current status information.
- **Ways & Means:** Lou D reported that committee will be replicating efforts from fall conference for raffle of county baskets and 50/50 at the spring conference.

#### **V. Old Business:**

- **Certification Update** – Anne-Marie M reported 107 registrars are ready for final exam, and another group will complete section 8 on March 22<sup>nd</sup>. The final exam has been completed. Logistics for administering/proctoring the test are almost complete. This will be at SOTS Trinity Street office building in Hartford. Parking is available by the Bushnell. This will have a 2 hour time frame to complete, utilizing 3 different same-question versions of the 50 question multiple choice test. Pass/Fail threshold will be 70%. Open book of reference materials allowed and is explained on UCONN Citi website, where links to all power points are also available. There will be a \$45 fee for the final exam, which covers creation and administration of the exam. 4<sup>th</sup> instructor will be coming on board in April, so the evening and Saturday classes may come to fruition. Discussion of required ongoing training qualifications ensued.
- **ROVAC Day at Capitol** – Melissa R reported for Sue L that April 12<sup>th</sup> from 1-3PM will be ice cream social and George Cody will be featuring his nostalgic political campaign collection.
- **Tabled Motion Regarding Stipend for Conference & County Chairs** – Lou D motioned to take off the table, seconded by Pete G. Motion Passed  
Fred D withdrew his original motion and there was no further discussion.
- **New Registrar Day Post Mortem** – Melissa R thanked all who participated in Vernon and received positive feedback from those new registrars attending. Happy to see there were many new registrars with previous experience and knowledge base about the job. Board asked for suggestions on improving event in the future. Melissa was pleased with presentations by the Board members. Good job by all.

#### **VI. New Business:**

- **Judy Beaudreau Fund: Reconvening Ad-Hoc Committee** – Melissa R asked that the committee be re-convened to discuss options for use and enhancement of these funds. Mike W, Anne-Marie M and Tim D agreed to form committee and meet to organize a plan and report back to Board. Tim offered consideration of a scholarship fund.

- **Ad-Hoc Committee: Long Range Financial Goals** – Because of an income boost to ROVAC some years back, Melissa R asked to form an ad-hoc committee to discuss a plan for use of the excess funds we currently have invested in multiple CDs. Discussion ensued. Melissa R, Sue L, Tim D and Fred D agreed to form committee and will have a plan to present to Board by end of this fiscal year.
- **Any Other Business to come before the Board:** Anne-Marie M motioned to suspend By-Law language for this year’s Spring Conference to allow less than 30 day paid up requirement policy in allowing those who pay by April 14, 2017 be allowed to vote at annual meeting. Sue L seconded for discussion. Discussion ensued.  
Motion passed.  
(1) No Vote – Mike W  
(1) Abstention – Fred D

**VII. Adjourn:**

Motion to adjourn made by Anne-Marie M and seconded by Sue L at 11:29 AM.  
Motion Approved.

Respectfully Submitted,

Kevin McCauley  
Secretary