

Minutes from the March 11th 2017 Executive Board meeting of the NRTCTA was held at the Double Tree Hotel in Mahwah, N.J.

President Colleen Castronova called the meeting to order at 12:05pm and welcomed everyone for attending. Members present were Debbie Heim, Addie Schmidt, Rose Marie Silva, Colleen Castronova, Tina McDermott, Lisa Biagiarelli, Patricia Moisio, Wanda Cardoza, Mary Testori.

States represented were, Rhode Island, Connecticut, and New Jersey.

Secretary report submitted by Mary. Minutes from 8/2016 were reviewed, one correction made. Addie made a motion to accept, Wanda seconded, all in favor.

Treasurer report submitted by Colleen for Joanne. Our bank balance as of August 24, 2016, was \$36,646.32. Total income of \$1,206.91 was received. Expenses were disbursed which total \$25,187.11, which included a deposit of \$1,000 for our 2017 conference site. Our bank balance as of March 1, 2017, is \$12,666.12. Addie gave Colleen information from Joe Regatts about a new vendor. Addie also handed in a check for \$500 from Monmouth/Ocean County Tax Collectors Association for our conference. Debbie made a motion to accept the treasurers report, Pat seconded.

Membership report submitted by Debbie. We have 82 members (of which 15 are retired), gained 10 after the conference. Pat sent membership forms to New Hampshire. Lisa mentioned sending an email quarterly to keep people informed. Lisa volunteered to help Colleen do an email blurb about each state's seminar and or conferences. The email sent quarterly would go out around 4/1, 7/1, 10/1, and 1/1/2018. Mary spoke about reaching out to New York state. Pat mentioned giving a discount to each state's President or President's designate. The amount of the discount would about ½ cost of single rate. We would still have early registration rate of 5%, and lower rate for members coming the day before the conference starts. This discount invite would be sent to each President by our President. Pat mentioned developing a Presidents List. Pat made a motion to accept the report, Lisa seconded, all in favor. Taking steps to increase our membership, Wanda suggested we send people to different conferences/Seminars to promote the NRTCTA. Mary and Addie will work on New York and PA, Pat & Wanda will work on New Hampshire and Rhode Island. Wanda made a motion to reimburse those folks a stipend up to \$100 (must turn in receipts) for traveling expenses. Lisa seconded, all in favor. Colleen will send Canada a packet to keep them in the loop.

Slate of new officers for 2018-2019 that was submitted by Nominating Chair:

President- Rose Marie Silva

VP elect

Membership Co Chairs- Pat Moisio & Wanda Cardoza

Board Secretary – Debbie Heim

Debbie made a motion to accept slate of new officers, Addie seconded. A full slate which will include names listed below, will be presented to general membership at conference in August for approval.

Conference Chairperson- Lisa Biagiarelli

Treasurer- Joanne Madden - Treasurer Assistant- Pat Wojcik

2016 Annapolis conference final report submitted by Colleen for Joe Regatts. We had 53 attendees of which 10 were reps from our Associated Business members. We had a scenic boat ride on Sunday that was followed by a cocktail reception. We offered 10 sessions of 14 = hours and N.J. attendees earned up to 16 CEU's. We had netted a profit of \$607.80 from the conference.

2017 Narragansett, R.I. conference. We decided that we will not have a boat trip on Sunday evening, but will have a cocktail gathering. The task was assigned as follows:

- Conference Chair- Lisa
 - Hospitality Chair – Addie (for Sunday and Monday only)
 - Tuesday night activities- Wanda (possible brewing companies/wineries come in) She will also look for sponsorship funds.
 - Colleen will put together a poster for vendor sponsorship
 - Colleen and or Lisa will put together a poster with pictures of 2018 conference site when known with the help of Rose Marie
 - Addie will look into give away prizes, such as wineglass with our logo,
 - Wanda- sweatshirt with aqua blue hotel info on back
- A decision on which giveaway will be made via email to exec. Board members.
- Debbie -will order more North East Pins from current vendor.

We discussed possible sites for 2018 conference and they are, Providence, Massachusetts, Providence Hotel in Rhode Island, Little Compton Hotel in R.I., and Block Island. 2018 will be our 30th year Anniversary. Wanda offered to look into possible sites and get more information on the Aqua Blue hotel when she is in the area. Possible sites for 2019 are: Gettysburg, Washington, D.C. Colleen will give her information about Washington D.C. to Pat. Also, West Point, New York was discussed.

Pat made a motion to reimburse Colleen the fee (\$55) to attend Pat Turin's retirement party, Addie seconded. All in favor. Lisa made a motion to give a TD gift card for \$100 from NRTCTA Association, Wanda seconded, all in favor. A picture of Colleen giving the gift card to Pat will be taken and put on our email that we will be sending out to different states. At 2:42pm, Wanda made a motion to close meeting, Tina seconded, all in favor.

Respectfully submitted,
Mary Testori
Board Secretary