

## Officers 5.10.19 Meeting Minutes

In Attendance: Suzanne Collins, George Maglaras, Toni Pappas, Cathy Stacey, Tom Tombarello, Chuck Weed of the NHAC Officers. Jason Henry of the NHAC Executive Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group. Bronwyn Asplund-Walsh was in attendance from the public.

- I. Call to Order
  - a. Tombarello calls the meeting to order finding a quorum fit to conduct business.
  
- II. Approval of past meeting minutes
  - a. Tombarello presents the meeting minutes from 4.5.19 and asks for a motion to approve. Duchesne explains that Section IX, a, iii “Pres” is now “Press. Collins makes a **MOTION** to approve the minutes. Stacey **SECONDS** the **MOTION**. The **MOTION PASSES**.
  
- III. NACo 2019 Annual Conference: Las Vegas
  - a. Duchesne explains that Weed and Chuck and booked and registered to attend.
  - b. Ross Cunningham, Asplund-Walsh, Peter Evers from Riverbend, and Pappas will also attend, sponsored by their respective counties.
  - c. Collins asks that Weed and Tombarello keep their hotel bill receipts.
  
- IV. 2019 Directory publishing and posting
  - a. Horgan explains that at the last meeting there was consensus to publish the directory online only.
  - b. Horgan presents the quote from Spectrum to create the directory based on the 2017 – 2018 version. Graphics between \$375 and \$450. Printing will be roughly \$2,399 for 100 copies, \$2,610 for 200 copies, and \$2,775 for 300 copies.
  - c. Weed makes a **MOTION** to publish the directory online only. Stacey **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.
  - d. The Officers will present their vote on the matter during the “other business” discussion at the Executive Committee meeting later in the day.
  
- V. Steering Committee update
  - a. Dupont Group left the room, Stacey took minutes for this portion of the meeting.
  - b. Henry updated the Officer’s on the progress by the Steering Committee. He reported that the Committee is meeting often and looking closely at the two most important items outlined in the earlier survey of the NHAC Executive Committee and Officers:
    - i. Revisions of the by-laws
    - ii. Legislative advocacy
  - c. Steering Committee members during their April 26, 2019 meeting decided to recommend to the Officers to extend the Rumford/Dupont Group contract until the end of the year while the Committee determines whether the NHAC go out to RFP or extend the Rumford/Dupont contract further. The extension will allow the Committee to complete its work and have recommendations for the organization.

- d. Stacey makes a **MOTION** to extend the contract with Rumford Management/Dupont Group contract for six months at the price of fifty-five thousand dollars (\$55,000) to be signed by the President. The **MOTION** is **SECONDED** by Pappas. The **MOTION PASSES** unanimously.
- VI. Budget/finance report
- a. Collins explains on expenses, 13.48% expended so far this year.
  - b. Collins explains on revenue; 7 counties already paid their 2019 dues. Belknap, Carroll and Rockingham have not paid. It was explained that some counties operate on a fiscal year – no county is delinquent on paying dues.
  - c. Monahan asks Henry if there will be fewer academies in the future. Henry says no, the Academies will likely continue at a similar volume and frequency.
  - d. No further questions.
- VII. Website Update
- a. Horgan explains that Site Grounder is expiring in August and asks the Officers if the domain can be transferred out of Site Grounder to Wix. From \$143.40 per year to \$15 per year (with a one-year contract, less if a longer contract) respectively. Horgan explains that the transfer to Wix may not be possible but will attempt if approved to do so.
  - b. Maglaras makes a **MOTION** to transfer from Site Grounder to a two-year contract with Wix. Stacey **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.
- VIII. Other Business
- a. An update regarding the personnel issue with Peggy Danis was provided. NHAC has sent Danis document to sign that require, after settlement, she take no further action against the NHAC. Danis has not appeared to have signed or returned documents. If Danis does not ask for another hearing, the issue will be over and resolved. Collins also explains that Danis has not paid her health insurance for some months of 2018.
- IX. Next Meeting
- a. Friday, June 7 at 9:00 AM
  - b. Tombarello, Collins, and Horgan will go to Citizens bank following the meeting.
- X. Adjournment
- a. Stacey makes a **MOTION** to adjourn. Collins **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

*Prepared by Danielle Duchesne on 5.16.19*

*Approved on: 6.7.2019*