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Grafton County Commissioner

Vice President
Cathy Stacey
Rockingham County Register of Deeds

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Chris Coates
Cheshire County Administrator



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Immediate Past President
Chuck Weed
Cheshire County Commissioner

At-Large
Toni Pappas
Hillsborough County Commissioner

At-Large
Ross Cunningham
Merrimack County Administrator

5.17.2024 Officers Meeting Minutes Primex

- I. Call to order
 - a. Register Stacey calls the meeting to order at 9:35 AM finding a quorum fit to conduct business.
 - b. Ms. Horgan takes the roll: Administrator Ross Cunningham, Director Chuck Nickerson, Commissioner Toni Pappas, and Register Cathy Stacey of the NH Association of Counties Officers. Danielle Duchesne, Kate Horgan, and Jim Monahan of Rumford Management/Dupont Group.
- II. Approval of past meeting minutes
 - a. Register Stacey presents the minutes from the April 19, 2024, meeting of the Officers. Administrator Cunningham makes a **MOTION** to approve the minutes. Director Nickerson **SECONDS** the **MOTION**. All in favor but for an abstention by Register Stacey. **MOTION PASSES.**
- III. Financial update
 - a. Director Nickerson presents the financial report. Director Nickerson explains that a third deposit has been paid to the hotel, so the conference food and facilities expense lines are higher than usual at this time of the year. Director Nickerson explains that there was good attendance at the latest Corrections Academy, leading to revenues that exceed the budget. Commissioner Pappas makes a **MOTION** to approve the financial report. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES.**
- IV. Annual Conference AV contract
 - a. Ms. Duchesne presents the AV contract for the Annual Conference. Administrator Cunningham makes a **MOTION** to recommend the contract to the Executive Committee. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES.**
- V. Goal setting report
 - a. Register Stacey asks that the Officers do review the goal setting report and requests that another meeting be held to move goals forward.

- VI. Other business
 - a. Ms. Horgan provides a preview of the insurance estimate that will be presented at the Executive Committee and explains that there is no rate change.

- VII. Next meeting
 - a. Next meeting will be on June 21 at 9:30 AM at Primex. Other meetings are scheduled for:
 - i. Friday, Sept. 6, 2024 (new date)
 - ii. Friday, Oct. 18, 2024
 - iii. Friday, Nov. 15, 2024
 - iv. Friday, Dec. 20, 2024

- VIII. Adjournment
 - a. Administrator Cunningham makes a **MOTION** to adjourn the meeting. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Danielle Duchesne prepared minutes on May 17, 2024.

Minutes approved on June 21, 2024.