President
Cathy Stacey
Rockingham County Register of Deeds

Vice President
Toni Pappas
Hillsborough County Commissioner

Treasurer
Chuck Nickerson
Rockingham County Finance Director

Bylaws Chair
Alison Kivikoski
Rockingham County Senior Director of Human Resources

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Immediate Past President
Wendy Piper
Grafton County Commissioner

At-Large
Chris Coates
Cheshire County Administrator

At-Large
Ross Cunningham
Merrimack County Administrator

Officers Meeting Minutes
September 11, 2026 at 9:30 AM
Primex
46 Donovan St., Concord, NH

I. Call to order
   a. Register Stacey calls the meeting to order at 9:33 AM finding a quorum.
   b. Roll call: Register Cathy Stacey, Administrator Chris Coates, Commissioner Toni Papps, Administrator Ross Cunningham, Director Chuck Nickerson (via Commissioner Pappas proxy), and Director Alison Kivikoski of the NH Association of Counties Officers. Ms. Danielle Duchesne, Ms. Bridget FitzGerald, Ms. Kate Horgan of the Dupont Group/Rumford Management.

II. Approval of past meeting minutes (June 12,2026)
   a. Register Stacey presents the minutes from the June 12, 2026, meeting of the Officers. Administrator Coates makes a **MOTION** to approve the minutes. Administrator Cunningham **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

III. Financial update – Chuck Nickerson
   a. Director Nickerson via Register Stacey presents the financial report and explains that revenues are on target, except for a few smaller NACo-related accounts. Total conference revenues are over budget by about $6,000. Routine monthly expenses are trending as they should; around 67% spent. The Corrections Academy is overspent due to the modernization of the Academy. The bulk (about $130,000) of Annua Conference expenses will be incurred between now and mid-November. Administrator Coates makes a **MOTION** to accept the financial report. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

IV. 2027 Annual Conference AV contract
   a. Ms. Duchesne presents the audio/visual vendor contract for the 2027 Annual Conference at the Manchester DoubleTree. Ms. Duchesne explains that this is a barebones contract, and it is likely that items will be added as the event is planned. Administrator Cunningham makes a **MOTION** to recommend approval

of the contract. Commissioner Pappas **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

V. 2026 New Member Orientation venue contract
   a. Ms. Duchesne presents the New Member Orientation contract for November 18, 2026, at the Concord DoubleTree. Administrator Cuningham makes a **MOTION** to recommend approval of the contract. Administrator Coates **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

VI. Dupont Group Government Affairs Scope of Work
   a. Ms. Horgan presents the Dupont Group Scope of Work for the Association's Government Affairs work. Ms. Horgan asks for feedback on the scope and if the Officers have any changes they would like to see. Hearing no feedback, Ms. Horgan will present a contract at the next meeting.

VII. Other business
   a. Mr. Monahan provides a brief overview of primary election results, highlighting incumbents who lost their race.

VIII. Next meeting
   i. Friday, October 2, 2026
   ii. Tuesday, November 10, 2026 (Omni Mt. Washington)
   iii. Friday, December 4, 2026
   iv. Friday, January 8, 2027
   v. Friday, February 5, 2027
   vi. Friday, March 5, 2027
   vii. Friday, April 2, 2027
   viii. Friday, May 7, 2027
   ix. Friday, June 11, 2027
   x. Friday, September 3, 2027
   xi. Friday, October 1, 2027
   xii. Friday, November 5, 2027
   xiii. Friday, December 3, 2027

IX. Adjournment
   a. Commissioner Piper makes a **MOTION** to adjourn the meeting. Director Nickerson **SECONDS** the **MOTION**. Register Stacey invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on September 11, 2026.
Minutes approved on October 2, 2026.