

4.7.2021 Officers Meeting Minutes

- I. **Call to Order**
 - a. Piper calls the meeting to order at 4:01 PM finding a quorum fit to conduct business.
 - b. Horgan explains the meeting is in compliance with 91-A and relevant Emergency Orders.
 - c. Horgan calls the roll of those present: Chris Coates, Sue Collins, Toni Pappas, Wendy Piper, Tom Tombarello, Chuck Weed of the NHAC Officers; Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.

- II. **Approval of past meeting minutes (4.2.2021)**
 - a. Piper presents the minutes from the April 2, 2021 meeting of the Officers. Pappas makes a **MOTION** to approve the minutes. Collins **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

- III. **ARPA Proposal**
 - a. Monahan explains additional detail following the April 2 meeting, specifically additional work plan items and a breakdown of the hours of work. Monahan explains that he and Horgan met with Collins to review the Association's 2021 budget to see if existing funds could be used to pay for the contract.
 - b. Coates would like for the Dupont Group to inquire with GOFERR lessons learned from working with the Federal government regarding the CARES Act.
 - c. Collins reviews the 2021 budget for unused and underused funds:
 - a. TelSpan was expensive and the use of Zoom has diminished the TelSpan expenses. \$3,000 from this line item could be used.
 - b. Discussion of reduction of costs in equipment repairs, no longer have a copier machine.
 - c. Travel line item not used.
 - d. Affiliate workshops have not been fully used in the past; Collins suggests that each Affiliate line be reduced by \$1,000 for a total of \$3,000.
 - e. It is not anticipated that the Governor and Council breakfast will occur in 2021 for the Association to sponsor.
 - f. \$2,750 in savings found by not traveling for the NACo Legislative Summit, and the Annual Conference being closer than anticipated (in DC versus Texas).
 - g. \$2,250 out of fund balance would still leave a healthy fund balance for the Association.
 - h. Weed made a **MOTION** to recommend the proposal to the Executive Committee for approval. Collins **SECONDS** the **MOTION**. Roll call vote: Coates, aye; Collins, aye; Pappas, aye; Piper, aye; Tombarello, aye; Weed, aye. The **MOTION PASSES**.

- V. **Other business**
 - a. No other business.

- VI. **Next meeting**
 - a. The next meeting will be May 7, 2021 at 9:00 AM.

- VII. **Adjournment**
 - a. Tombarello makes a **MOTION** to adjourn the meeting. Weed **SECONDS** the **MOTION**. Piper invokes unanimous consent. Hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on April 7, 2021.

Minutes approved on May 7, 2021.