

## Officers Meeting 6.7.19

Attendance: Sue Collins, Toni Pappas, Wendy Piper, Cathy Stacey, Tom Tombarello, Chuck Weed of the NHAC Officers. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group.

- 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 minutes from the May 10 meeting. Corrections are needed as two motions were made from a member of the public. Stacey makes a **MOTION** to reconsider the minutes. Sue **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.
  - b. 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.
  - c. Stacey makes a **MOTION** to **ADJOURN** the May 10 meeting. The **MOTION** is **SECONDED** by Collins. The **MOTION PASSES** unanimously.
  
- III. Finance Report – Sue Collins
  - a. Collins explains that revenue will improve as the meeting materials reflect finances through May and revenues have been accepted so far in June.
  - b. Belknap has paid part of total amount as that is what their delegation approved - working to pay for rest of dues. Rockingham and Carroll counties have not paid 2019 dues.
  - c. Health insurance expense line is 150% expended because a former employee did not pay health insurance.
  - d. Legal expenses were not budgeted for. Spent roughly \$1,600 on former employee issue.
  - e. Academy will net about \$5,000 to the Association.
  
- IV. Conference Update/Speakers Feed Discussion – Dupont Group
  - a. At about 12% of registration capacity (26 registrants).
  - b. 10 sponsors (including one Platinum sponsor) – at about 26% of target sponsored support.
  - c. List of pledged companies available in meeting packet.
  - d. 5 speakers confirmed so far. Duchesne reminds Association members to identify and submit speakers before the timeslots fill up.
  - e. A Conference update email with agenda updates will be sent early next week.
  - f. Money broken out in budget for 3 affiliates to pay/ cover expenses for Conference speakers: corrections, nursing homes, and human resources. This information can be found in the 2019 budget narrative.
  - g. Outreach ongoing with DHHS, Primex to secure speakers.
  
- V. Copier Update – Kate Horgan
  - a. Horgan explains that the Association has 19 payments left at roughly \$185 per month.

- b. Can move the copier to another location so long as the moving date information is provided to copier company. Will move to Dupont Group office in July. The Dupont Group will touch base with Cunningham regarding help moving out of Primex.
  - c. Waiting on a lease from Merrimack County.
  
- VI. Dupont Group Energy Proposal – Jim Monahan
  - a. Monahan presents “Non-Dues Revenue: NH Association of Counties’ Clean Opportunities”
  - b. Monahan explains that the proposal is more Association focused than individual counties focused.
  - c. Monahan explains the terrific opportunities in this partnership.
  
- VII. Next Meeting
  - a. No July meeting
  - b. Next meeting will be August 2, 2019 either at Merrimack County or Dupont Group.
  
- VIII. Adjournment
  - a. Stacey makes a **MOTION to ADJOURN** the meeting. Piper **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

*Minutes prepared by Danielle Duchesne.*

*Minutes approved on September 13, 2019.*