

## Minutes

**THURSDAY AUGUST 7, 2014**

**6:00 PM Webster Hall Kingfield**

Attending: Erica Bracy and Raylene Tolman - Kingfield, Mary Dunham - Avon, Elaine Wilbur- Phillips/Madrid, Betsy Dubois – Strong, Donna Pelletier and Cecile Newell – Coplin Plantation

Erica Bracy calls meeting to order and welcomes everyone.

First order of business was a discussion and vote on becoming an association. Mary makes motion that we become Franklin County Clerks Association, Cecile seconds. All in Favor.

Next was a vote on by-laws/constitution and dues.

Erica explains that she e-mailed Tracey Stevens and Tracey e-mailed her a copy of Somerset's bi-laws, constitution and dues and that she made a few changes, but followed what they did.

Raylene makes a motion to accept bi-laws and constitution as written. Besty Seconds. All in favor.

Betsy makes a motion we set membership dues at \$5.00 per person a year. Mary seconds. All in Favor.

Electing President, Vice President, Secretary and treasurer are next on the agenda.

Mary Nominates Erica as President. Besty seconds. All in Favor.

Mary Nominates Betsy as Vice President. Erica seconds. All in Favor.

Mary nominates Raylene as secretary. Erica seconds. All in Favor.

Erica nominates Cecile as Treasurer, Betsy seconds. All in favor.

The next Franklin County Clerks Association meeting will be Wednesday April 22, 2015 at 6:00pm. We will meet at The White Elephant in Strong and have a dinner meeting.

Under Ideas/comments and suggestions, Donna suggests that we do a follow up letter to the Town's that did not come to the meeting letting them know we did form an association and information on how to join. Erica says that she will write a letter and mail it out. The group as a whole is excited that we have finally made an association and are looking forward to being able to participate in the DVD trainings that MTCCA offers. The group was also glad we would now have more networking between our towns.

Besty wanted some information on listserve. Raylene is going to share a link that shows bills in Legislature. Erica is going to e-mail information on the Dave system training coming up and look into the records management and new clerks DVD classes at MTCCA. Erica will also send an email with e-mail addresses, and phone numbers of everyone who attended.

Erica Thanks everyone for coming out and making this happen. Mary makes motion to adjourn, Elaine seconds. All in Favor. meeting adjourned.

Respectfully submitted

Erica c Bracy

Clerk of Kingfield- President of FCCA