

June 3, 2014

Present: Ruth Bean, Dorinda Dove, Barbara Henry, Elaine Hickey, Cecilia Vore

The Registration Committee convened at 7:00 p.m. at Ruth's house and welcomed Dorinda as the newest committee member.

The first order of business was to elect a chair. Cecilia was unanimously elected. Committee assignments were made:

- Barbara – secretary/archive/reports/FOIA
- Ruth – welcome packages
- Elaine – fall election
- Dorinda & Barbara – March election
- Database/resident records – Cecilia

Attendance at upcoming Advisory Meetings was assigned:

- September – Barbara & Dorinda
- January – Elaine
- March – Cecilia & Dorinda

Business:

Cecilia reported that the Advisory Committee had asked the Registration Committee to find out exactly what is required for notice of a town meeting. The cost of mailing the packet of all committee reports and minutes of the last Town Assembly meeting is constantly rising, and Advisory asked if it was required that the minutes be sent with the notice of the next meeting.

According to Section 5 of the Act to Incorporate: written notice of town meetings, including time, date and place, shall be mailed 5 days prior to the meeting.

FOIA says it must be 7 days' notice, and that agenda items must be included.

Registration committee will report back to Advisory these findings. Minutes are posted online already. It was suggested that several copies of the minutes be placed in the Arden Library so they are readily available if a resident wants to see them. Also, anyone can request a printed copy be mailed directly to them by contacting the Arden Secretary.

This should open the way for notice of the next meeting along with agenda items to be printed on a postcard and mailed to all residents, saving several thousand dollars a year in postage.

Registration Committee will supply the Secretary with the sample ballot for the March election so she has it if people request one. Sample ballots will be posted on all Village bulletin boards as well as on the Village website.

Respectfully submitted,

Barbara J. Henry