

# RI TOWN & CITY CLERKS' ASSOCIATION

April 25 2025 Quarterly Meeting  
West Warwick Country Club  
335 Wakefield St  
West Warwick, RI 02893  
AGENDA

8:15 a.m. REGISTRATION

8:40 a.m. WELCOME

Wendy J.W. Marshall, MMC  
Sarah Rapose, MMC Town Clerk  
David Gosselin, Jr., Town Council President  
Mark Knott, Town Manager

8:55 a.m. MEETING CALL TO ORDER- Wendy J. W. Marshall, MMC

8:55 a.m. Miguel Nunez, Executive Director, RI Board of Elections

9:00 a.m. Rob Rock, Deputy Secretary of State, Director of Administration RI Department of State

9:05 a.m. Transferring Trade Name Registrations to the Secretary of State's Office update  
Kristen Cordeiro, Deputy Director of Business Services, RI Dept. of State

9:10 a.m. Alcoholic Beverage Licenses / John Mancone, RI Department of Business Regulations, Crystal Cote and Ian Beauregard, RI Division of Taxation

10:10 a.m. Break

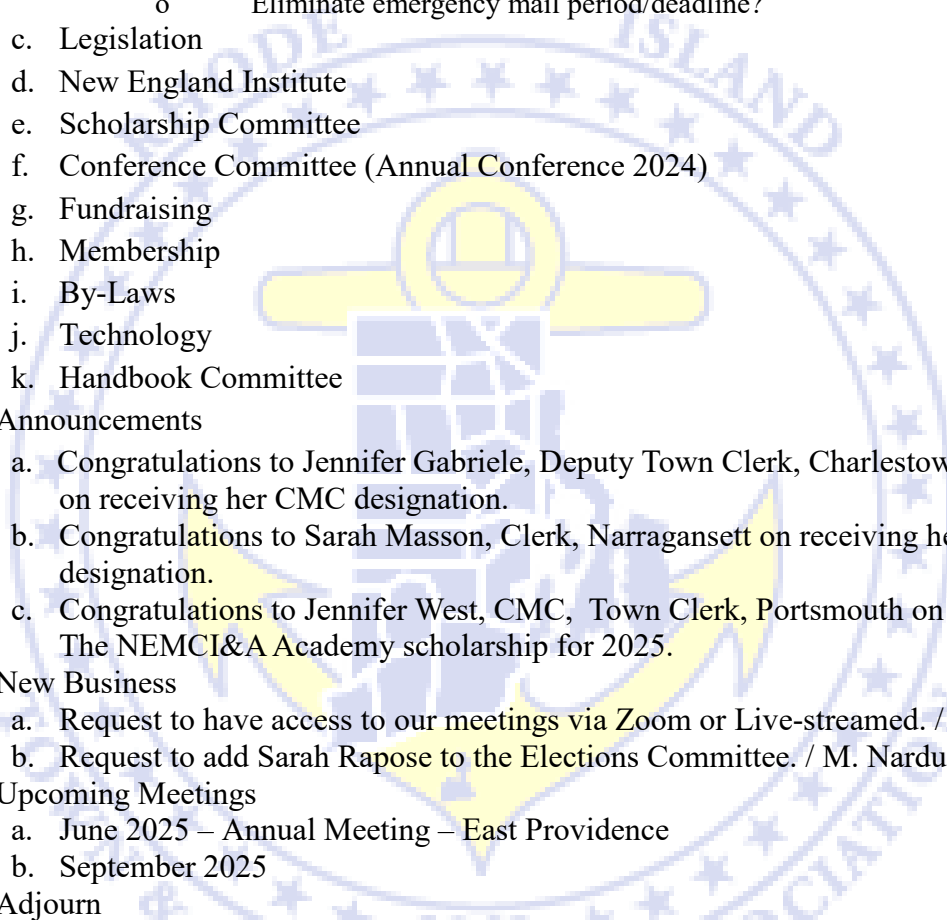
10:40 a.m. Alcoholic Beverage Licenses / John Mancone, RI Department of Business Regulations and Crystal Cote, RI Division of Taxation (continued)

11:40 a.m. Break

12:00 p.m. Lunch

12:30 p.m. Business Meeting

1. Secretary's Report
  - a. Approval of Minutes
2. Treasurer's Report
  - a. Approval of Operating Account
  - b. Approval of Conference Account
3. Committee reports

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- a. Education
  - b. Elections - Mike Narducci
    - Association Vote to Support All BOE/SOS/Clerks Election Bills
    - Update on New Partnership with Bipartisan Policy Center
    - Early Voting Options for Discussion of 2026 Draft Legislation
      - o Reducing early voting days to 14 instead of 20?
      - o Adding weekend days (Saturday and Sunday before)?
      - o Reducing to 14 days for primaries and special elections only?
      - o Standardizing hours statewide?
      - o Eliminate emergency mail period/deadline?
  - c. Legislation
  - d. New England Institute
  - e. Scholarship Committee
  - f. Conference Committee (Annual Conference 2024)
  - g. Fundraising
  - h. Membership
  - i. By-Laws
  - j. Technology
  - k. Handbook Committee
4. Announcements
    - a. Congratulations to Jennifer Gabriele, Deputy Town Clerk, Charlestown on receiving her CMC designation.
    - b. Congratulations to Sarah Masson, Clerk, Narragansett on receiving her CMC designation.
    - c. Congratulations to Jennifer West, CMC, Town Clerk, Portsmouth on receiving The NEMCI&A Academy scholarship for 2025.
  5. New Business
    - a. Request to have access to our meetings via Zoom or Live-streamed. / T. Nelson
    - b. Request to add Sarah Rapose to the Elections Committee. / M. Narducci
  6. Upcoming Meetings
    - a. June 2025 – Annual Meeting – East Providence
    - b. September 2025
  7. Adjourn