



# Cape and Islands Municipal Leaders Association, Inc.

Representing 22 Municipalities & 105 Elected Officials

BOARD MEETING Minutes  
Monday, July 17, 2023; 12:15 PM  
Scargo Café; 799 Main St., Dennis, MA 02638 for lunch meeting

**DRAFT**

President Kevin Galligan called the meeting to order at 9:20 PM .

Board of Directors present: Kevin Galligan, President, Doug Brown, Vice President, Kris Clark, Clerk, Stephen Mealy, Treasurer, Paula Schnepf, Mark Forest, Greg Milne, Leslie Sandberg, Sharon Davis, George Slade, Ed McManus

With at least six Executive Board members present, the Clerk declared a quorum.

Minutes were made available by the Clerk.

**Motion: by Ed and seconded by Greg to accept the minutes of the meeting with Lt. Governor Driscoll June 15, 2023 at 12 PM at Massachusetts Maritime Conference Center, 20 Tower Lane, Buzzards Bay, MA. Unanimous.**

## MEETING DISCUSSION

### Treasurer's Report

- Stephen reported that as the end of June, 2023, there is \$12,392.71 in the bank account.
- Stephen will be creating an online [irs.gov](https://www.irs.gov) account to get some better insight into our 501(c) 4 status and share login info with Kevin. Completed. Sharing login is difficult.
  - Request for EIN and non-profit status for 501(c)(4) completed. EIN received in June 2022.
  - Brian Carey, CPA from DePaola, Begg & Associates, P.C. is currently working on the 2022 Filing including Form 1024A for CIMLA non-profit status. This filing is late and the IRS has granted an extension to file to November 2023.
  - Stephen has supplied Brian with the requested financial data July 14, 2023 for our 2022 filings and he is preparing the necessary paperwork to be filed. Our

new filing date extension as granted by the IRS is November 30, 2023. Brian plans to make these filings by the end of this month.

- Stephen has signed a release to allow Brian to speak to the IRS on our behalf, if necessary.
- Stephen did reach out to Rep. Keating District Director Mike Jackman to intervene on behalf of CIMLA.
  - Stephen spoke with Michael during the week of July 10. Copies of letters, information, and signature authority from Kevin were supplied to allow Michael to speak with the IRS on our behalf.
  - Michael Jackman of Keating's office has also spoken with Brian Carey DePaola, Begg & Associates, P.C. regarding our filing with the IRS.
- Mark also spoke Brian Carey, CPA a call to highlight importance of getting this resolved.
  - Completed July 11, 2023
- CIMLA Annual Dues discussion. Setting 2023-2024 Annual Dues structure.
  - Current 2022-2023 Dues Structure:
    - Selectboard members, each \$60
    - Affiliate membership, each \$50
    - Elected Representatives , each \$50
    - Corporate (MMA, 2), each \$50
  - Stephen noted that no Dues have been received from Reps Diggs, Cyr, Peake, Vieira, Fernandes in 2022, 2023
  - **Motion: by Doug and seconded by Shareen to keep the dues structure the same as recommended by Stephen. Unanimous.**

Other, including Future Meeting topics was discussed.

- Mass DOT on regular updates on bridges; District Attorney, State Auditor, Legislative Delegation; Joint Transportation Committee; DEP and funding; Dredge rates. Lt. Governor is willing to speak with us again; Town Round-up/Town Managers' updates were topics discussed.
- Regarding raising awareness of our group, Shareen suggested that we give presentations at Town Council/Select Board meetings on the function of the CIMLA.
- We could publish a periodic newsletter.
- It was suggested that we send a welcome letter to newly elected officials.
- Stephen: Treasurer's Upcoming expenses: Treasurer stamps, office supplies for 2023-2024 Invoice mailing
- Stephen: Margot Cahoon from the Cape & Islands District Attorney's Office had contacted Stephen asking for list of CIMLA email accounts to use to mail a monthly e-newsletter to keep local municipalities updated on the work that's being done in the Cape & Islands District Attorney's Office. After discussion with Kevin, we declined but offered to send out the mailing using our list for them.

Next meeting on September 8, 2023 at 7:30am at Lower Cape TV in Orleans, 5 Namskaket Road; Orleans, AM

**Motion: by Mark and seconded by Doug to adjourn. Unanimous.**

Meeting adjourned at 1:57 PM.

Respectfully Submitted,  
Kris Clark, Clerk