



**VERMONT MUNICIPAL CLERKS' AND TREASURERS' ASSOCIATION
77th ANNUAL MEETING MINUTES
KILLINGTON GRAND RESORT & CONFERENCE CENTER
KILLINGTON, VT
SEPTEMBER 16, 2013**

The 77th Annual Meeting of the Vermont Municipal Clerks' and Treasurers' Association was held at the Killington Grand Resort Hotel & Conference Room in Killington, VT. Registration was from 7:30am to 8:30am with a breakfast buffet and an opportunity to visit the vendor booths in the Oscar III conference room. The 23 vendor participants were:

Adkins Printing	NEMRC
Clerkbase	People's United Bank
Cott Systems	RSB Citizens
DuPont Storage Systems	The Satellite. BIZ
Eastern Systems Group	TD Bank
Great West Life & Annuity Ins. Co.	Vermont 211
IDS – Identification Source	Vermont Department of Taxes
Invest EAP	VLCT
Jet Service Envelope/Accura Printing	University Products
Kofile Preservation	Wells Fargo Estate Tax Service
LHS Associates	Xerox
Merchants Bank	

VMCTA Business Meeting

President Pinsonault (Dorset) called the business meeting to order at 1:15pm. She led the membership in the Pledge of Allegiance.

Secretary's Report

President Pinsonault (Dorset) proceeded with the business meeting to review/approve the minutes of the 76th VMCTA Annual Meeting. Donna Kelty (Barre Town) made a motion to approve the minutes as presented. The motion was seconded. There was no discussion. All were in favor. The motion carried.

Treasurer's Report

Carol Dawes (Barre City) made the motion to accept the Treasurer's report. The motion was seconded. There was no discussion. All were in favor. The motion carried.

Carol Dawes (Barre City) made the motion to approve the 2014 VMCTA proposed budget. The motion was seconded. Clyde Jenne (Hartland) questioned the increase in the annual meeting costs. President Pinsonault (Dorset) explained that last year's annual meeting costs were around \$22,000.00 so this year the budget amount was raised to represent the actual cost. This was confirmed by 1st Vice- President Legacy (Roxbury).

Pattie McCoy (Poultney) questioned why the Lobby line item had been separated into three line items; Administration, Lobbying and Monitoring. President Pinsonault (Dorset) explained that the line item had to be separated out due to the Association's non-profit status. She continued to explain how only so much could be budgeted under administration; therefore it had to be broken down in three components to show what the Lobbyists do for the Association and to make the percentages work out properly.

1st Vice President Legacy (Roxbury) clarified the two conference line items. The IIMC Annual Conference line item for \$1,500.00 is being budgeted for two years. This is Vermont's contribution for the 2015 IIMC Annual Conference being held in Hartford, CT. The New England Conference line item for \$2,000.00 is an ongoing budget line item to offset the cost of this conference when it's in Vermont. In 2015 Vermont will host the New England Conference in Woodstock.

Questions resumed regarding the increased cost for the VMCTA annual meeting. Treasurer Patti Lewis (Fayston) explained the cost for the 2010/2011 conference held at the Lake Morey Inn was \$14,350.00. This number was used in last year's budget but the actual cost for last year's conference was \$22,000.00 which included the speakers, venue and food. President Pinsonault (Dorset) clarified that two meetings were combined in this cost, the annual training which was held at St. Mike's and the annual meeting. Combining the two meetings has actually reduced the expense overall and has allowed the Association to hire high quality professional speakers. There was no more discussion. The question was called to approve the proposed budget. All were in favor. The motion carried.

Auditor's Report

President Pinsonault (Dorset) turned the meeting over to Auditor Donna Kelty (Barre Town) who reported that she had reviewed the books and supporting documents of the VMCTA on July 26, 2013 and found everything to be in good standing and in accordance with GASB (Governmental Accounting Standards Board).

Nominating Committee Report

President Pinsonault (Dorset) turned the meeting over to the Chair of the Nominating Committee Lucrecia Wonsor (Killington). She announced the following slate of officers as nominated by the Nominating Committee;

Tammy Legacy, Roxbury	President
Lucrecia Wonsor, Killington	1 st Vice-President
Donna Kinville, South Burlington	2 nd Vice-President
Georgette Wolf-Ludwig, Fairlee	Secretary
Patti Lewis, Fayston	Treasurer
Donna Kelty, Barre Town	Auditor
Karen Richard, Colchester	Member at Large (1yr)
Tracy Borst, Thetford	Member at Large (1yr)
Priscilla Aldrich, Burke	Member at Large (2 nd yr of 2 yr term)
Bobbi Brimblecombe, Marshfield	Member at Large (2 nd yr of 2 yr term)

Heidi Racht (Huntington) made the motion to elect the slate of officers as nominated. The motion was seconded. All were in favor. The VMCTA Officers were duly elected.

Other Business

President Pinsonault (Dorset) recognized active county meetings in the state. She encouraged the membership to participate in the NEACTC and IIMC Conferences which offer educational opportunities for Town Clerks. Pattie McCoy (Poultney) reminded the membership that scholarships were available to attend these conferences and to attend NEMCI, which offers a three year Town Clerk institute program. President Pinsonault (Dorset) acknowledged recent NEMCI graduates Bobbi Brimblecombe (Marshfield) and Deanna Robitaille (Montgomery); 1st year students Heidi Racht (Huntington), LaDonna Dunn (Westfield), Kim Moulton (Hyde Park) and Gail Buck (Mendon); 2nd year students John Odum (Montpelier) and Jessica Alexander (Jericho). Information on these organizations and educational programs can be found on the VMCTA website.

Donna Kinville (South Burlington) spoke on behalf of the Membership Committee on the new list serve etiquette that the Membership Committee along with the Executive Board developed to help maintain courtesy and professionalism on the list serve. The new VMCTA list serve etiquette was printed on back of the membership form.

The business meeting adjourned at 1:30pm.

Attest: Georgette Wolf-Ludwig, CVC/CMC
VMCTA Secretary

2013 Award presentations were held after the banquet. The Town Clerk and Treasurer of the year awards were presented by President Pinsonault (Dorset).

Town Clerk of the Year Connie Laplume, Westfield
Town Treasurer of the Year Jane Pixley, Cavendish

The following Certified Town Clerk, Recertified Town Clerk and Recertified Treasurer Awards were presented by the Chair of the Certification and Continuing Education Committee Lucrecia Wonsor of Killington;

2013 Certified Town Clerk: Debbie Anne Rackliff, Jericho

2013 Recertified Town Clerks: Donna Kinville, South Burlington
Patti Lewis, Fayston

2013 Recertified Treasurers: Patti Lewis, Fayston

Secretary of State Jim Condos swore in the newly elected VMCTA Officers. A round of applause was given to all the award recipients and the newly elected VMCTA Officers.

The conference continued the next day with four educational sessions to choose from; Streamlined Productivity and Productive Communication, Vermont Statues, Financial Reports and Safety and Security in the Workplace. The conference ended with a VLCT presentation on the 2014 Health Care Insurance Changes.