



VERMONT MUNICIPAL CLERKS' AND TREASURERS ASSOCIATION
84th ANNUAL MEETING MINUTES
via Zoom (an online conference)
SEPTEMBER 14, 2020

The 84th Annual Meeting of the Vermont Municipal Clerks' and Treasurers' Association was held via Zoom. The vendor participants were:

Community Bank, NA
Community National Bank
DominionTech
DuPont Storage System
Inclusion Solutions

Mascoma Bank
NEMRC
Vermont Dept. of Taxes PVR
Vermont League of Cities & Towns

VMCTA BUSINESS MEETING

President Georgette Wolf-Ludwig, Fairlee; called the business meeting to order at 1:09 p.m. She explained basic Zoom information and thanked Martie Betts, Thetford Asst. Town Clerk for her help with the organization of the Zoom conference. She asked members to keep their microphones muted until the voting. The votes will be yay or nay. She thanked everyone for attending the historic Zoom VMCTA Annual Meeting and began the Pledge of Allegiance.

Review/Approve 2019 Minutes

Tim Arsenault, Vernon; made a motion to approve the minutes of the 2019 Annual Meeting as presented. The motion was seconded by Kristie Wadsworth, Thetford. All members voted in favor. The motion carried.

Treasurer's Report

President Wolf-Ludwig, turned the mic over to Treasurer Audra Girouard, Concord. Audra presented the FY 2021 VMCTA proposed budget and treasurer's report to the membership. Audra explained FY2019 closed with \$59,102.07 in revenues and \$55,822.27 in expenses. The current year's closing is uncertain. Both the revenues and expenses are down due to COVID-19. No scholarship money was spent this year. The money in that line item will be moved to the reserve fund; therefore, only \$2,000 was budget in the FY2021 scholarship expense line. The VMCTA website needs to be upgraded. Money is being budgeted each year for three years. The upgrade will take place in the third year. Tammy Legacy, Roxbury; noted the New England Association of Cities and Town Clerks had a \$4,000 donation in FY2020 which is up from the normal \$2,000. She wondered if the amount of support from VMCTA had increased.

Audra explained the donation was overlooked the previous year so the amount sent was doubled to make up for the oversight. Sandra Pinsonault, Dorset; made a motion to approve the FY2021 proposed budget and accept the treasurer's report as presented. The motion was seconded by Kristie Wadsworth, Thetford. All members voted in favor. The motion carried.

Auditor's Report

President Wolf-Ludwig turned the meeting over to Auditor Sue Gage, Brandon; who reported she reviewed the accounts, warrants, and deposits of the VMCTA from May 1, 2019 through June 30, 2020. The accounts received an A+ from the auditor.

Nominating Committee's Report

President Georgette Wolf-Ludwig turned the meeting over to the Chair of the Nominating Committee 2nd Vice President Julie Graeter, Colchester. Julie announced the following slate of officers as nominated:

Georgette Wolf-Ludwig, Fairlee	President
Tracy Borst, Thetford	1 st Vice-President
Julie Graeter, Colchester	2 nd Vice-President
Dawn Custer, Hubbardton	Secretary
Audra Girouard, Concord	Treasurer
Sue Gage, Brandon	Auditor
Debra Hawkins, Pawlet	Member at Large (1-year term)
Diana Vachon, Shelburne	Member at Large (1-year term)
Charles Degener, Woodstock	Member at Large (2-year term)
Diane Judd, Holland	Member at Large (2-year term)

Anita Sheldon, Manchester; made the motion to elect the slate of officers as nominated. There were no other nominations from the floor. The motion was seconded by Lucrecia Wonsor, Killington. All members were in favor. The motion carried. The VMCTA Officers were duly elected. Secretary of State Jim Condos joined the meeting and thanked clerks for an awesome job done regarding the 2020 primary elections. He noted 98% of the towns had election results reported by midnight. It far surpassed what was anticipated. Secretary of State Condos swore in the VMCTA's newly elected Executive Board.

Special Awards

Tracy Borst thanked the members of the Awards Committee for their work and commitment. She asked the clerks and treasurers present to participate in a moment of silence for those clerks and treasurers who passed away during the past year. Tracy continued noting in order for an individual to receive the Clerk or Treasurer of the Year awards certain criteria must be met. The individual must be a member of the VMCTA, a certified clerk or treasurer, had the position for five years, received education during the past year and provide service and be an active participant in a professional organization. This year's recipient is Nellie Noble. The award was unanimous by the members of the committee. Nellie Noble, who passed away this year, was a long-time member of the VMCTA. She worked tirelessly on the fundraising committee and was never afraid to jump in or help. Her loss has left a hole in the VMCTA.

Certification Presentations

Julie Graeter noted it has been a difficult year and the educational opportunities limited. It is hoped the spring and fall opportunities for continuing education will return. The requirements to receive certification as a Vermont clerk and/or treasurer can be found on the VMCTA website. This year, Sara Haskins, Morristown; is being recognized as a Certified Vermont Treasurer.

Legislative Policy

President Wolf-Ludwig turned the meeting over to Tim Arsenault, Vernon; as a member of the Legislative Committee. He explained not a lot was happening in the legislature that was not COVID-19 related. He reported a fix for the Vital Records law was being considered, as well as; separate billing for the Education Property Taxes. The Secretary of State has been granted temporary authority to change election laws as needed to best conduct state elections. Local select boards have been given temporary authority to abate interest and penalty charges added to property taxes without having an abatement hearing. There is a grant available to digitize land records and the 3rd class liquor license needs attention.

New England Municipal Clerks Institute & Academy (NEMCI&A)

Tracy Borst, Thetford; reported all in person 2020 sessions were canceled. The International Institute of Municipal Clerks (IIMC) decided to host virtual institutes. One was hosted by NEMCI&A. Jim Ognibene was hired to implement the program and the profits were slip with him. Enough was made to cover the expenses and have additional revenue. There were on demand courses and webinars. So far 160 clerks have attended from within the United States and a couple of more from outside of the country. The courses are available to those who wish to take them until the end of the year. The New England Association of City and Town Clerks extended the seats of sitting officers for a year. She explained both she and Tammy Legacy have had their terms extended.

New England Association of City and Town Clerks (NEACTC)

Tammy Legacy reported the 2020 conference to be held in New Hampshire was canceled. Vermont offered to co-host the 2021 conference with New Hampshire. New Hampshire made the decision not to co-host. Vermont is on track to host the 2021 conference. The New England Board terms have been extended. This does not include those serving in the Vice-President positions. Each of the sitting Vice-Presidents will move forward a position as is done every year. Donna Kinville is the chair of the 2021 NEACTC Conference. Please reach out to her if you would like to volunteer.

International Institute of Municipal Clerks (IIMC)

Sandra Pinsonault, IIMC Region 1 Director began by explaining March 2020 Regional Conference was postponed until June. The rescheduled conference was cancelled. The 2021 Conference is scheduled to be held at Sturbridge Village. The IIMC Conference to be held in St. Louis, Missouri was canceled. The 2021 IIMC Conference is scheduled for Grand Rapids, Michigan. The mid-year meeting in California was canceled. Other places to host it are being looked at and Burlington, Vermont is one of the places suggested. Sandy encouraged people to

join IIMC and receive their Certified Municipal Clerk and Master Municipal Clerk certifications.

Vermont Government Finance Officers' Association (VTGFOA)

Abbie Sherman presented on behalf of VTGFOA. She noted the VTGFOA Annual Meeting was held virtually in June. The board provided one workshop on COVID-19 recovery. At the annual meeting seven members were elected leaving three vacancies. Since that time one vacancy was filled leaving two. The New England Government Finance Officers' Association Annual Meeting was cancelled. A virtual meeting is scheduled for October 5, 2020. A spring training in 2021 is being considered. There will be more information available in the coming weeks regarding an event scheduled for Tuesday, October 27th featuring Cassandra Ryan. VTGFOA is hoping to offer a Governmental Accounting course. There is a quarterly newsletter which has in it available grant opportunities. She thanked the VMCTA for its continued support of VTGFOA.

Other Business

Sandra Pinsonault, Dorset; informed members, various vendors were going to use this time to present information about what they do and what products and services they can offer to Vermont clerks and treasurers.

President Georgette Wolf-Ludwig thanked everyone who participated in coordinating the conference and meeting. She thanked the vendors for their continued support. She thanked the members for the privilege and honor of being able to serve as VMCTA's President during the past year. She gave a shout out to all the committee chairs and board members. A special thanks to the Education Committee for working to hold virtual trainings. She asked those present to visit the VMCTA website at <https://www.vmcta.org> There is a lot of new and good information available. Tim Arsenault made a motion to adjourn the 84th VMCTA Annual Business Meeting at 2:17 p.m. The motion was seconded by Sandra Pinsonault. All members voted in favor. The motion carried.

Attest: Dawn Custer
VMCTA Secretary