



VERMONT MUNICIPAL CLERKS' AND TREASURERS' ASSOCIATION
88th ANNUAL MEETING MINUTES
CAPITOL PLAZA HOTEL
MONTPELIER, VERMONT
SEPTEMBER 11, 2024

The 88th Annual Meeting of the Vermont Municipal Clerks' and Treasurers' Association was held at the Capitol Plaza Hotel in Montpelier, Vermont. Registration & Breakfast began in the Governors' Ballroom. Vendor booth visits were available in the Montpelier Room.

Vendors:

Adkins, Auctions International, Avenu Insights & Analytics, Ballottrax, Catalis, Center for Tech & Civic Life, CIS Center for Internet Security, Citizens, Clerkbases, Community Bank N.A., Community National Bank, COTT Systems, Democracy Live, Dominion Tech, DuPont, Storage Systems, Fort Orange Press, General Code, Govpaynet, Granicus, IDS, Inception Technologies, Inclusion Solutions, Justice of the Peace Association, Kofile Technologies, LHS Associates, M&T Bank, Mascoma Savings Bank, Minuteman Press, MS-ISAC (Homeland Security), Municode, Northeast Document, NEMRC, Open Approach, PayGov, Prudential, RC Brayshaw, Records Force, Runbeck Election Services, Repro, TD Bank, Tech Group, Town Web, Tyler Technologies, Union Bank, University Products, US Imaging Inc, VC3, Vermont Attorneys Title, Vermont Bond Bank, Vermont Department of Taxes, Vermont Federal Credit Union, Vermont Local Roads, Vermont Secretary of State, Vermont Unclaimed Property, VLCT, VSARA and Wells Fargo.

VMCTA BUSINESS MEETING

President Diane Judd welcomed everyone and called the meeting to order. She noted appreciation for our Diamond Sponsor: Center for Tech and Civic Life, and Secretary of State Sarah Copeland-Hanzas, who would later be briefing us on pertinent updates. The Executive Board introduced: Members at Large: Charlie Degener and Therese Lounsbury attending with Sally Ober and John Odum sending regrets. Auditor Sue Gage, Treasurer Susan McNamara-Hill, Secretary, Karmen Bascom, Second Vice-President Sara Haskins, First Vice-President Diana Vachon and Past President Tracy Borst. Diane reminded everyone that these individuals are the decision makers for the Vermont Municipal Clerks' and Treasurers' Association and to please direct any questions or ideas to them.

Review/Approve 2023 Minutes

Tim Arsenault, Vernon; made a motion to approve the minutes of the 2023 Annual Meeting as presented, seconded by Susan Gage, Brandon. Correction by Lucrecia Wonser, Killington. Only two graduates: Amy O'Brien and Deb Tanguay. Amended minutes approved.

Treasurer's Report

Susan McNamara-Hill, Essex, presented the FY25 budget. Diana Vachon, Shelburne motioned, seconded by Charlie Degener, Woodstock. President Judd, hearing no discussion, called for a vote. Motion to approve carried.

Auditor's Report

Auditor Susan Gage, Brandon reported she examined the disbursements and receipts of the VMCTA for July 1, 2023, through June 30, 2024. Auditor Gage reported that all disbursements were reviewed by VMCTA's Executive Board. No issues or concerns were found materially or immaterially. Motion to approve by Lucrecia Wonser, Killington and seconded by Charles Degener, Woodstock. All members voted in favor of acceptance. The motion carried.

Proposed Amendments to the Constitution

Dawn Custer, Hubbardton, Constitution Committee presented the proposed amendments.

Proposal 1

Current:

ARTICLE III. MEMBERSHIP, VOTING RIGHTS, DUES

There shall be four classes of members: active, retired, associate and honorary.

Section 3. Associate: This class of membership shall be available to individuals who are not eligible as active or retired members; and to any business, firm, organization, or association which subscribes to the purposes and objectives of this Association.

Proposed:

ARTICLE III. MEMBERSHIP, VOTING RIGHTS, DUES

There shall be ~~four~~ **three** classes of members: active, retired, ~~associate~~ and honorary.

~~**Section 3. Associate:** This class of membership shall be available to individuals who are not eligible as active or retired members; and to any business, firm, organization, or association which subscribes to the purposes and objectives of this Association.~~

Renumber subsequent sections in Article III.

Proposal 2

Current:

ARTICLE V. EXECUTIVE BOARD, POWERS AND DUTIES

Section 12. The Executive Board shall call a meeting of all the Town and City Clerks and Treasurers of the State, both members and non-members every five (5) years. The meeting shall to be held in a Central location of the State. The order of business is to review and discuss the purpose and objective of the Vermont Municipal Clerk's and Treasurer's Association.

Proposed:

ARTICLE V. EXECUTIVE BOARD, POWERS AND DUTIES

Section 12. The Executive Board shall call a meeting of all the Town and City Clerks and Treasurers of the State, both members and non-members. ~~every five (5) years~~ **annually**. The meeting shall ~~to~~ be held in a Central location of the State. The order of business is to review and discuss the purpose and objective of the Vermont Municipal Clerk's and Treasurer's Association.

Motion to accept - Kim Moulton, Hyde Park seconded by Lucrecia Wonsor, Killington. No questions. A vote was called. President Judd found no questions. Motion to approve carried.

Nominating Committee's Report

Sara Haskins, Morristown, Nominating Committee Chair, presented the Executive Board as nominated:

Diane Judd, Holland	President
Diana Vachon, Shelburne	1 st Vice President
Sara Haskins, Morristown	2 nd Vice President
Karmen Bascom, Royalton	Secretary
Susan McNamara-Hill, City of Essex Jct.	Treasurer
Robert Champagne-Willis, Maidstone	Auditor
Charles Degener, Woodstock	Member at Large (1-year term)
John Odum, Montpelier	Member at Large (1-year term)
Sally Ober, Lincoln	Member at Large (2-year term)
Therese Lounsbury, Wilmington	Member at Large (2-year term)

President Judd called for nominations. Hearing none, Tim Arsenault, Vernon motioned to accept slate; Georgette Wolf-Ludwig, Fairlee seconded. Motion carried to accept slate of officers.

Legislative Policy

Tim Arsenault, Vernon, Legislative Committee Chair, introduced members Bobbi Brimblecombe of Marshfield, Stacey Therrien of Newport, and Marlene Hall of Shaftsbury, assisted by Heather Shouldice. He also thanked long-time member Carol Dawes of Barre. Arsenault reported that 2024 passed reforms to open meeting laws, bans on firearms in polling places and saw discussion on rank choice voting. He was hopeful starting dates would offer ample time for public and poll worker education. In addition, legislature discussed the possibility of dog rabies vaccination histories going into a public database. Arsenault recommended we all speak up for ourselves as best as we can or contact the legislative committee when we have questions or concerns and that he greatly appreciates the chance to serve our group.

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

Georgette Wolf-Ludwig, Fairlee and Deb Tanguay, Coventry were introduced as our board representatives. They explained NEMCI&A as an opportunity to challenge yourself and work toward purpose, and commitment for personal and professional growth. Fifty years of educational excellence were celebrated. Broken down, the four learning components included: the institution's three-year program including public speaking and financial education. The Academy program assisting with attaining Certified Municipal Clerk (CMC) and Master Municipal Clerk (MMC) certifications; both IIMC designations. Finally, the Education Plus and Remote Learning program with 1,800 available courses. Georgette Wolf-Ludwig, Fairlee introduced Academy graduates as Beth Grant, Winhall, Anita Sheldon, Manchester, Lucrecia Wonsor, Killington, Marlene Hall, Shaftsbury and Deb Tanguay, Coventry. Institute I: Lily Trajman, Norwich; Monika Legayada, Killington

and Jesse Bridge, Mendon. Institute II Jennifer Comar, East Dorset. Graduates: Susan McNamara-Hill, Essex Junction City, Peggy Neisner, Killington, and Alex Bilka, Winhall. Upcoming dates to remember: July 2025 Plymouth, NH next NEMCI&A. If you are interested in growing and learning, scholarships are available.

New England Association of City and Town Clerks (NEACTC)

Tracy Borst of Thetford is currently the 3rd Vice-President of the Association which represents city and town clerks in the six New England states. Their mission is personal growth, professional development, education, and networking. November conference is to be held in Rhode Island. Vermont will host at the Essex Resort in November of 2027. Borst encourages everyone to attend.

International Institute of Municipal Clerks: President Judd thanked all for the opportunity to represent us in Calgary this past May. She said being able to sit in a room with clerks from throughout the world made this an incredible conference.

County Reports:

Tina Lunt from Barre Town, highlighted meetings with the Vermont State Archives for flood related concerns. Tracy Borst presented available classes, Carol Dawes gave legislative updates. Also, Jill Remick from PVR and elections staffers came out to speak. Green Burials will be next.

Other Business

Lucrecia Wonsor, Killington explained the email from the fees committee. Our reports are necessary. VSARA is looking at our fee data and they are concerned about our low 50% response regarding digitizing. Wonsor reports overall total number of recordings are going down, so a fee increase is necessary because costs are going up. This information can also be instrumental in efficient office staffing and salary negotiations. Legislative reviews occur every three years. The fees report needs to be completed by each of us annually. The form is available on the VMCTA website. It needs to be completed consistently, and all data must be submitted by January 1st. Estimates are fine, the importance of their support relies on us having the data available.

Dragonboat festival: Leader Jessica Alexander, Jericho introduced Dragonboat Freedom and Unity. This long-time fundraiser for cancer survivors is looking for volunteers and paddlers. She thanked Beth Grant, Winhall for being the biggest fundraiser in the state with some credit given to a QR code for fundraising ease.

President Judd offered table gifts and asked for a motion to recess. Tim Arsenault, Vernon motioned, Laura Fetterolf, Cornwall seconded. Meeting recessed until evening.

Attest: Karmen M. Bascom, VMCTA Secretary

The 2024 Banquet agenda included the American Legion Post #3 posting of colors, followed by the Pledge of Allegiance. Emily Judd sang The National Anthem followed by President Diane Judd's opening comments. President Judd welcomed esteemed guests, Sarah Copeland-Hanzas, Secretary of State, members, their guests, and our vendors attending the event in Montpelier's Capitol Plaza Hotel and Conference Center.

VMCTA Award of Appreciation presented by Diana Vachon, Awards Committee Chair and Diane Judd, President:

Vermont Clerk of the Year Award: Georgette Wolf-Ludwig, Fairlee

Vermont Treasurer of the Year Award: Susan McNamara-Hill, Essex Junction City

Vermont Assistant Clerk of the Year Award: Martie Betts, Thetford

Vermont Assistant Treasurer of the Year Award: no award made

Award of Appreciation: Lucrecia Wonsor and Clyde Jenne

Swearing in of Officers by Sarah Copeland-Hanzas, Vermont Secretary of State; Diane Judd, President; Diana Vachon, 1st Vice President; Sara Haskins, 2nd Vice President; Karmen Bascom, Secretary; Susan McNamara-Hill, Treasurer; Robert Champagne-Willis, Auditor; Members at Large: 2 years Therese Lounsbury & Sally Ober and 1 year Charlie Degener & John Odum.

2024 VMCTA Certifications

2024 Certified Vermont Treasurer

Mitzi Fleming, Morristown and Monika Legayada, Killington

2024 Certified Vermont Treasurer – Advanced, Level I

Tracy Borst, Thetford

2024 Certified Vermont Clerks

Deborah Aldrich, Chester; Cassandra Barbeau, Bennington; Alexander Bilka, Winhall; Elizabeth Chase, Morristown; Therese Lounsbury, Wilmington; Amie O'Brien, Chester; Lisa O'Neil, Hartford; Elizabeth Reighley, Montgomery and Jenny Willingham, Winooski

2024 Certified Vermont Clerks – Advanced, Level I

Tim Arsenault, Vernon and Anita Sheldon, Manchester

2024 Certified Vermont Clerks – Summa Cum Laude

Heidi Racht, Huntington and Lucrecia Wonsor, Killington

Secretary of State Sarah Copeland-Hanzas swore in the slate of officers duly elected at the afternoon's Annual Business Meeting to serve the VMCTA over the next year.

President Judd told us she is honored to serve as a member of the VMCTA and to continue service as our President. She reminded us that we all must pause and take time to refill with good thoughts, prayer, sunshine, laughter, friends, and hugs when we feel empty. If we do not, we will find those difficult emotions overflowing. Wrapping up she invited us to donate to the VMCTA cause and have some fun at the auction and dance.