

## VMCTA Education Committee

July 19, 2022 | 2 pm

Meeting via Zoom

UNAPPROVED

**MEMBERS PRESENT:** Diana Vachon, Heidi Racht, Patti Lewis, Jessica Alexander, Sara Haskins, Charlie Degener, LaDonna Dunn

**MEMBERS ABSENT:** Donna Kelty, Clyde Jenne

**OTHERS PRESENT:**

**MINUTES:** Heidi Racht

### Outline AGENDA:

- 1) Call to order: Agenda Review/Modification
- 2) Approve the minutes of May 17, 2022 and June 21, 2022
- 3) Call to order
- 4) 2022 Annual Meeting
  - a) Google Registration
  - b) Town Clerk/Town Treasurer Quiz Bowl
  - c) Conference submitted to IIMC update
- 5) Certifications/Recertifications
- 6) Other new business
- 7) Next Meeting 3<sup>rd</sup> week in August on the 16th via Zoom
- 8) Adjournment

1. The meeting was called to order at 2 pm; chaired by Diana Vachon.
2. **MINUTES OF MAY 17, 2022 and JUNE 21, 2022:** Approved unanimously with minor changes.
3. **2022 Annual Meeting (September 21 and 22, Lake Fairlee)**
  - a. Online Registration. Haskins is setting this up.
  - b. Town Clerk/Town Treasurer Quiz Bowl – Alexander briefly discussed the event with assurances that all is in order.
  - c. IIMC points – Lewis has been hard at work on this. The points will be 2.6 for IIMC-approved sessions for a total of 10.5. The goal is to have all sessions approved, but this may not happen, so fractions of points will be parsed, based on sign-in sheets. Of course, the VMCTA education points will be assigned for certification requirements and then the recert/advanced cert as outlined on the application. All to be confirmed at future meeting. Racht said she was good to go on the certificates as long as everything is clear.
  - d. Educational sessions suggestion: roles and responsibilities of Town Clerk.
  - e. Presenters: Vachon pointed out that the Brad James (Tax Collection) bio and other materials are still MIA. She also mentioned care of records in the vault and the EAP session as needing follow-up.
4. **Recertification / Advanced Certification**
  - a. Two submissions so far.
  - b. The paperwork is on the VMCTA website.
  - c. Postmark of August 1, 2022 is accepted.

- d. The Committee will NOT meet on Friday, August 12, to review, because of the JP petitions deadline for the November election. Instead, the Committee will meet on July 26, 11-2, in Shelburne.
    - i. Vachon will order pizza.
    - ii. Racht will make a cake.
    - iii. Bring your beverage of choice.
  - e. Racht will produce the certificates, get them printed and sent to Tracy Borst for signature.
    - i. On a related topic, the committee discussed, briefly, the reprint required last year, with an eye toward having only one printing this year. Vachon mentioned that she had not received her corrected certificate; Racht said she would follow up with Georgette-Wolff Ludwig, who had them at the NE Conference.
  - f. Vachon will get the frames and also call Vermont Trophy and Engraving for advanced certification pins.
- 5. Other Business:**
- a. Send your clerk stories to Lewis.
- 6. Back to September Conference:**
- a. Save-the-date email for the conference will come from the EBoard.
  - b. Haskins informed the group that there seem to be two flurries of registrations – when the application is available and then just before the conference deadline.
- 7. Athenian Dialogue:** Can this be done in person and also through Zoom to allow out-of-state clerks to attend. There is much interest in the book, Braiding Sweetgrass. Vachon will ask Dawn Michanowicz .
- 8. Next Meeting:** Perhaps August 16 via Zoom; definitely August 26, 11-2 Shelburne Town Office.

**Adjournment:** The meeting adjourned at 3:26 pm by common consent.