

VMCTA
Certification and Continuing Education Committee
August 11, 2017
10:40am
Barre Civic Center

Approved Minutes

Present: Georgette Wolf-Ludwig (Fairlee), Tracy Borst (Thetford), Deb Beckett (Williston), Donna Kelty (Barre Town), LaDonna Dunn, Westfield, and Heidi Racht, (Huntington).

1. Call to order.
The meeting was called to order at 10:40am; chaired by Georgette Wolf-Ludwig; Tracy Borst taking minutes. The agenda order was modified moving the review of applications to last.
2. Approval of minutes
Motion to approve the minutes as amended was moved and seconded (Beckett/Kelty).
Motion to accept minutes, as amended, passed.
3. 2017 Annual Meeting Review
Registration packets were mailed last Friday. Georgette passed out the final conference course schedule. There were no changes. She would like us to meet as a committee at the end of the day on Tuesday. She will also be going to Killington soon to check out the rooms, AV supplies, etc with Lucrecia and Stacey.
4. Update on IIMC approval
Georgette reported that all courses were approved with no questions at all.
5. Pins and certificates
Georgette will order after the applications have been reviewed and approved.
6. Eboard update
The PA system was approved, up to \$200. Georgette will order it and discussed where it will live between conferences, perhaps with the Education Committee Chair.
Also discussed the need for applications to be returned to applicants with a stamp or sheet added that indicates “approved” as well as “these points cannot be used for future VMCTA certification applications”.
Georgette announced Tracy Borst as accepted the nomination of 2nd Vice President of VMCTA and will chair the next meeting in December if elected.
7. Ed Committee submission for VMCTA Newsletter

Heidi will write and communicate with Georgette mentioning the Spring training attendance.

8. Review Applications for Certification and Advanced Certifications

The committee reviewed the applications and voted unanimously to approve the following applicants:

Deborah Beckett, Advanced Clerk Cum Laude
Deborah Beckett, Advanced Treasurer Cum Laude
Lucrecia Wonsor, Advanced Clerk Cum Laude
Lucrecia Wonsor, Certified Treasurer
Deanna-Dee Robitaille, Certified Municipal Clerk
Diane Judd, Advanced Clerk Level 1
Susan Haughwout, Advanced Clerk Cum Laude
LaDonna Dunn, Certified Municipal Clerk
Nellie Noble, Advanced Treasurer Cum Laude
Nellie Noble, Advanced Clerk Cum Laude
Georgette Wolf-Ludwig, Advanced Clerk Magna Cum Laude

Georgette will follow up with Laurie Shepard, for clarification of her application, allowing until August 28 for Laurie to complete the needed information. [Laurie did not meet the criteria]

9. Meeting adjourned at 1:30pm.