

THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE VMCTA CURRICULUM COMMITTEE. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMITTEE.



VMCTA CURRICULUM COMMITTEE MINUTES

Meeting of June 3, 2025

10:00 a.m. Via Zoom

Attendees: Diana Vachon, 1st VP; Bob Champagne-Willis, Auditor; Georgette Wolf-Ludwig, Past President; Tracy Borst, Past President

Call meeting to order: 10:14am

Agenda: review and modifications – none

Approve Minutes of 5/30/25:

MOTION to approve minutes of 5/30/25 by Bob. Seconded by Georgette. Motion passed unanimously.

Old Business:

Reviewed and updated the draft of the Treasurers' Curriculum. Clarified some details. Reviewed a minor change in the Clerks' Curriculum. Reviewed and updated the Professional Skills Curriculum. Diana will format the documents. Discussion to revise the Certification Forms to match the curriculum. Diana will update those based on our discussion and submit them to the Executive Board to consider them for adoption. Ask Diane to invite Georgette to the meeting on Friday June 6, 2025

New Business:

Discussed having the Listserv Etiquette Policy reviewed at classes. Maybe we have a box to check when members sign up or renew online.

Next Meeting Date

None set

Adjourn 11:45.

Respectfully submitted by Diana Vachon, 1st VP