

VMCTA EXECUTIVE BOARD MEETING
MINUTES

Tuesday, February 25, 2014

Barre Town Offices

Present were: President Tammy Legacy; 1st Vice President Lucrecia Wonsor; 2nd Vice President Donna Kinville; Auditor Donna Kelty; Past President Sandy Pinsonault; Members at Large Tracy Borst, Priscilla Aldrich and Bobbi Brimblecombe.

1. Tammy called the meeting to order at 10:10am.
2. A motion to approve the minutes of the December 10, 2013 meeting was moved and seconded. The motion passed and the minutes were approved.
3. Treasurers Report – Patty Lewis, Treasurer, was not present, report is attached. Warrant for \$9,954.95 for 12/10/13 – 2/17/14. A motion to approve the warrant was moved and seconded. The motion carried. There was a review of the current budget figures.
4. Legislative Update – Karen Richard, Legislative Committee Chair, was not present, the report is attached.
5. Certification/Education Committee Update – Donna Kinville, Chair:
 - a) TOEC – New Clerk Training will be held at the TOECs. At this point it appears there is no revenue coming to VMCTA for our participation in hosting the classes at TOECs and this was a point of discussion for the board. They charge \$70 per person, which seems costly to new clerks; we do lots of work with no revenue. Donna is working with Kristen Mullens at UVM Extension Service to request a \$500 stipend to defray our costs.
 - b) New Clerk and/or Treasurer Training – VLCT has requested we work with them and discussed combining our efforts. We are co-sponsoring the Treasurer Training with VLCT. There is a discount offered to our members who sign up for this training.
6. Curriculum Committee Update – There was no report. Lucrecia Wonsor, Committee Chair, asked for clarification of the duties of the committee and is meeting with the committee after town elections.

7. Other Committees Reports – Bobbi reported that the Municipal Records Committee is working with the State Archivist on a project to review the *Best Practice Standards for Indexing Land Record Instruments* handbook and will be meeting soon after town meeting. Sandy Pinsonault reported for the Scholarship Committee; the deadline for scholarship requests is April 6th and it's time to advertise. Donne Kinville, reported from the Membership Committee membership renewals are going well and the Listserve seems to have settled down. Heidi Racht, Huntington, is creating the newsletter which is due out by mid-March; it will be send via email and they intend it to be a quarterly newsletter.
8. Region I – IIMC Update – Sandy Pinsonault reported New Castle NH was a beautiful location, 6 Vermont Clerks attended and there were great classes.
9. Unfinished business
 - a) 2014 Annual Meeting – the board discussed the necessary and possible classes.
 - b) VMCTA Banner Update – Sandy and Georgette proposed a purchase of self standing banner (like a projector screen). Motion was moved and seconded to allow Sandy and Georgette to design and purchase a banner for VMCTA. The motion passed unanimous.
10. New Business – There was none.
11. Other business – There was none.
12. The meeting adjourned at 12:47pm

Respectfully submitted: Tracy Borst, Acting Secretary