

VMCTA EXECUTIVE BOARD MEETING
MINUTES
Tuesday, August 27, 2013
Barre Town Offices

Present were: President Sandy Pinsonault, Dorset; 1st Vice-President Tammy Legacy, Roxbury; 2nd Vice-President Lucrecia Wonsor, Killington; Secretary Georgette Wolf-Ludwig, Fairlee; Treasurer Patti Lewis, Fayston; Auditor Donna Kely, Barre Town; Members at Large Priscilla Aldrich, Burke; Tracy Borst, Thetford; Donna Kinville, South Burlington; Bobbi Brimblecombe, Marshfield.

Sandy called the meeting to order at 11:00 am.

Review/Approve the Minutes of Previous Meetings

Tammy made the motion to approve the minutes from the July 25, 2013 meeting. The motion was seconded. All were in favor. The minutes were approved.

Treasurer's Report

Patti distributed to the Board the Balance Sheet as of August 26, 2013 showing the current assets totaling \$28,451.12 in the checking account and money market. She also distributed the October 1, 2012 through July 25, 2013 Profit & Loss Budget vs. Actual sheet showing a total income of \$23,572.11, the expenses as \$21,880.57 and the net income as \$1,691.54. The Board approved the warrant from July 23, 2013 – August 26, 2013 in the amount of \$754.33 which was signed by Sandy, Tammy and Lucrecia. Patti distributed to the Board the proposed 2013-2014 budget for review. An increase was made to the Annual Meeting expense line item to better reflect the actual cost. The board discussed the fundraising and sponsorship line items. No mileage expenses had been submitted. A new line item was added to the budget this year to support the IIMC 2015 Conference which will be held in Hartford, CT. The fund balance of \$5,000.00 was moved into a CD. Patti updated the Board that she had received no further information from the IRS on the status of the Association's 501(c) 3.

Old Business

The Board reviewed and organized all the particulars for the Annual Meeting. Lucrecia updated the board on an agenda change to the educational sessions.

New Business

Donna Kely submitted to the Board a Certificate of Audit stating that the Association's books were in order. The Board reviewed and discussed the draft of the VMCTA listserv etiquette policy which Donna Kinville had prepared. Bobbi Brimblecombe made a motion to adopt the listserv etiquette policy. The motion was seconded. All were in favor. The motion carried. It was decided to print the policy on the back of the membership application/renewal form for distribution at the Annual Meeting.

There was no other business.

Meeting adjourned at 12:30 pm

Attest:

Georgette Wolf-Ludwig, CVC/CMC
VMCTA Secretary