

VMCTA EXECUTIVE BOARD MEETING  
MINUTES  
Tuesday, October 22, 2013  
Barre Town Offices

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

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

Review/Approve the Minutes of Previous Meeting

Sandy made the motion to approve the minutes from the August 27, 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 October 22, 2013 showing the current assets totaling \$30,388.42 in the checking account and money market. She also distributed the October 2012 through September 2013 Profit & Loss Budget vs. Actual sheet showing a total income of \$52,781.06, the expenses as \$43,537.25 and the net income as \$9,243.81. Lucrecia made the motion to approve the warrant from August 27, 2013 – October 17, 2013 in the amount of \$21,396.68. The motion was seconded. All were in favor. The motion carried. The warrant was signed by Tammy, Lucrecia and Donna Kinville. The Board reviewed the budget and was pleased to be starting the new fiscal year with a good balance.

Visitor- Charles Merriman – TOEC Discussion

Tammy introduced Attorney Charles Merriman who has been very involved with the TOEC. A discussion ensued regarding the possibility of the VMCTA taking an active role in facilitating the Town Officers Education Conference (TOEC). It was decided that Charles would contact Tammy once he spoke to someone in the UVM Extension office to see if they plan to continue funding this educational conference.

Unfinished Business

a) 2013 Annual Meeting

Lucrecia shared with the Board all the comments and suggestions from those who attended the Annual Meeting. Feedback was very positive on all the educational sessions. Vendors were very happy with their set up. The Board discussed the possibility of changing the location of the Annual Meeting and future educational session topics.

New Business

a) Strategic Plan for Land Records

Bobbi distributed to the Board a copy of the Strategic Plan for Vermont Land Records – Project Charter Plan prepared by State Archivist Tanya Marshall. The proposed project organization

structure is as follows: Project Executive Sponsor VMCTA; Project Sponsor Vermont State Archives and Records Administration; Project Managers Karen Richard and Bobbi Brimblecombe; Project Team Members Karen Richard, Bobbi Brimblecombe, Trevor Lewis, Sally Blanchard, and Rachel Muse. Bobbi explained to the Board the goal of this project is to develop recommendations to the Vermont Legislature for revisions to the Land Records statues that will modernize, improve, and standardize the land recordation process. Karen added that one of the issues to be discussed is E Recording. The discussion will include some Connecticut Clerks who will be sharing their experiences with this type of recording. The hope is to have these recommendations ready in January of 2015 to present to the Legislature.

b) Domain Name-vermontmunicipalrecords.org

Bobbi informed the Board that when domain name expired in 2012 in order to reinstate it at that time would have cost up to \$500.00. Fortunately, the name was never used by anyone else and can now be purchased for \$35.00. The Board agreed that it should be purchased. Patti believed that this amount had already been approved and was in the Website line item in the budget.

c) 2014 Annual Meeting

The dates for the 2014 Annual Meeting will be September 15-16. The Board discussed the possibility of relocating the Annual Meeting and ideas were circulated. Tammy will get some pricing details and keep the Board informed of her findings.

d) Committees

Tammy passed out the list of the newly appointed 2013-2014 Committees. She worked hard at getting new members involved. Deb Beckett will Chair the PR/Newsletter Committee and will be emailing a newsletter to the membership on a quarterly basis.

Other Business

The Board discussed the positive response the Education Committee received this year for their educational sessions at the Annual Meeting and exchanged ideas for the New Town Clerks and Treasurers training which is held in April. Donna Kinville updated the Board on Membership enrollment. She expected memberships to continue to come in until the end of November. The list serve etiquette policy is now part of the membership application.

The next meeting will be held on Tuesday, December 10, 2013 at 11:00am at the Barre Town Office.

Meeting adjourned at 12:20 pm

Attest:

Georgette Wolf-Ludwig, CVC/CMC  
VMCTA Secretary