

VMCTA EXECUTIVE BOARD MEETING
MINUTES

Tuesday, October 28, 2014
Barre Town Offices

Present were: President Tammy Legacy, Roxbury; 1st Vice-President Lucrecia Wonsor, Killington; Secretary Georgette Wolf-Ludwig, Fairlee; Treasurer Patti Lewis, Fayston; Auditor Kathie Felch, Orange; Past President Sandy Pinsonault, Dorset; Members at Large Tracy Borst, Thetford; Stacy Jewell, St. Johnsbury; Donna Kelty, Barre Town

Tammy called the meeting to order at 10:10 am.

Review and approved meeting minutes of June 3, 2014 and July 7, 2014

Sandy made the motion to accept the meeting minutes with corrections from June 3, 2014 and July 7, 2014. The motion was seconded. All were in favor. The motion carried.

Treasurer's Report

The Board reviewed the budget. Patti was pleased to report on the Balance Sheet Previous Year Comparison from October 27, 2013 to October 27, 2014 showed an increase in assets of \$8,933.73.

Patti presented to the Board the Warrant in the amount of \$27,079.09 from June 3, 2014 to October 27, 2014. Sandy made a motion to approve the warrant as presented. The motion was seconded. All were in favor. The motion carried.

Committee Reports

a) Fundraising Committee

Fundraising went well at the annual meeting. A total of \$ 3,616.00 was raised last year. The Board discussed getting banker bags and a fundraiser money handling form for next year's annual meeting.

b) Membership Committee

Membership dues were a bit under this year totaling, \$9,850.00. A \$2,500.00 Sponsorship was received from Community National Bank and was used for a speaker at the annual meeting.

c) Certification and Education Committee

Tracy and Georgette presented to the Board the comments from the annual meeting questionnaires. There were many positive responses to all the educational session offered during the annual meeting and a few suggestions for future sessions such as

taking minutes and preparing agendas. The Educational Committee will be meeting again in December to review the questionnaires and to begin to prepare for the spring New Clerk's Training.

d) Municipal Records Committee

The Board reviewed the Municipal Records Committee Description. In order to clarify the retention schedule collaboration with VSARA which Carol Dawes, Barre City and LaDonna Dunn, Westfield have volunteered to serve on, it was decided to create a Sub-Committee under the Municipal Records Committee.

Donna made the motion that the Executive Board vote to create a Special Municipal Records Sub-Committee for the purpose of working with VSARA on the retention schedule; said committee shall consist of no more than three members, at least one member being on the Education Committee, one on the Municipal Records committee and a Member at Large. The motion was seconded. All were in favor. The motion carried.

Tammy will contact Bobbi Brimblecombe and Sara Haskins members of the Municipal Records Committee and ask them to update their committee description and report back to the Board for approval.

2014 and 2015 Annual Meetings

The Board discussed and reviewed the logistics of the 2014 Annual Meeting. In general the Board was pleased how it went especially with the educational sessions.

Tammy informed the Board that she and Lucrecia had visited the Snowflake Inn and Resort in Stowe and worked out a total package with the resort based on last year's annual meeting numbers. The Board discussed the logistics and costs associated with moving the annual meeting in 2015 and reviewed the proposal which was based on a two year contract. The golf course is adjacent to the Inn. Lucrecia shared with the Board how far some members traveled to get to the Killington resort for the Annual Meeting and how far they would have to drive to get to the Snowflake Inn. All agreed that the Snowflake Inn had easy access of Interstate I-89.

Sandy made the motion that the 2015 Annual Meeting be moved to the Snowflake Inn and Resort in Stowe and to accept their proposal for two years. The motion was seconded. All were in favor. The motion carried. The dates for the 2015 Annual Meeting will be September 20-22.

NEMCI

Donna updated the Board on how NEMCI went this past year and was pleased to announce the year ended with the budget in the black. The Institute was well attended although Academy attendance was down. The NEMCI Board will be looking at Academy curriculum more closely next year. Donna emphasized to the Board the need of more Vermont Town Clerk's to attend NEMCI and promote that scholarships are available.

The Board took a brief recess for Lunch at 11:30am. Meeting resumed at 12:00pm.

NEACTC

Sandy updated the Board on the need of raffle baskets for the New England Conference in November and how the fundraising will be handled. Tammy will put out an email blast to the membership asking for baskets. Sandy also gave an update on the plans for the 2015 NEACTA Conference in Woodstock confirming the theme: WEATHERING THE SEASONS OF CHANGE.

Other Business

Patti and Tammy informed the Board that they had attended the Animal Cruelty Summit. Patti emphasized the need for statute changes on animal cruelty in Vermont. Patti and Tammy both suggested collaboration between the VMCTA and VLCT to discuss these needed legislative changes.

Georgette read out loud a thank you note from Heidi Racht, Huntington Town Clerk, thanking VMCTA for the scholarships she received to attend NEMCI.

Tammy expressed the need to discuss the criteria for nominating the Clerk and Treasurer of the year and that she will schedule this discussion for a future meeting.

The next Board meeting will be held on Tuesday, December 2, 2014 at 10:00am in the Barre Town Offices.

No other business was discussed.

Meeting adjourn 1:50pm

Attest: _____

Georgette Wolf-Ludwig, VMCTA Secretary