

VMCTA EXECUTIVE BOARD MEETING

MINUTES

Monday, February 2, 2015

Barre Town Offices

Present were: President Tammy Legacy, Roxbury; 1st Vice-President Lucrecia Wonsor, Killington; 2nd Vice-President Donna Kinville, South Burlington; Secretary Georgette Wolf-Ludwig, Fairlee; Treasurer Patti Lewis, Fayston; Past President Sandy Pinsonault, Dorset; Auditor Kathie Felch, Orange; Member at Large Donna Kelty, Barre Town

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

Review and approved meeting minutes of December 2, 2014

Sandy made motion to approve the minutes with corrections from the December 2, 2014 meeting. The motion was seconded. All were in favor. The motion carried.

Treasurer's Report

Patti present to the Board a warrant in the amount of \$17,446.00 for approval. This warrant included payment for the lobbyist. Sandy made the motion to approve the warrant. The motion was seconded. All were in favor. The motion carried.

The Board discussed the vest fundraising expense. Vests have been selling and funds will be coming in from Alison. The Board discussed membership. Donna Kelty had an additional \$210.00 for membership dues she submitted and as of this meeting the balance for membership totaled \$9,970.00.

The Board discussed the funding line items for the New England and IIMC conferences as well as the small Vermont maple syrup bottle gift contribution for the IIMC Conference welcome bag. Sandy made a motion to reallocate the \$500.00 in the budget for the 2015 IIMC conference support, towards the purchase of the in kind gift for the conference with the supply vendor to be determined at a later date. The motion was seconded. All were in favor. The motion carried.

Education Committee

Donna Kinville updated the Board on the New Clerks and Treasurers Trainings scheduled for April 28 in Hartland and May 6 in Barre. She went over the list of topics that will be offered and who the presenters will be. The registration fee will be \$25.00 per person and will include lunch. She had a request from the tax department to unveil the new online current use filing at the New Clerk training roundtable and the State Archivist would like to present at the annual meeting in one session with Carol Dawes.

Annual Meeting

The Board discussed required educational classes for this year's annual meeting. Everyone agreed that the General Sessions topics need to fit both Town Clerk and Treasurers. The Board reviewed a proposal from Lee Ann Szelog who may be a possible candidate as a presenter for the annual meeting.

Fundraising

Sandy shared a note from Nellie Noble regarding the fundraising items that had been sold. She still has many water bottles left over. The Board discussed giving these extra bottles away at the annual meeting.

Legislative Committee

Tammy informed the Board that Karen will be in Montpelier on February 26 at 2:30pm testifying on same day voter registration. She will be sending out an email inviting clerks to come and be a presence in the Senate chamber room. The Board discussed issues with same day voter registration and concerns with voter fraud.

Awards

Lucrecia informed the Board that the Awards Committee was still working on the criteria for Assistant Town Clerks and Assistant Treasurers.

Website

Lucrecia informed the Board her plans to do some updating on the website after town meeting. She has posted the New Clerks and Treasurers training information and registration on the website. Sandy suggested when website is updated to put a noticed out on the list serve letting members know. It was discussed to put the calendar raffle on the website.

New England Conference

Sandy updated the Board on the progress of the New England Conference. She and Pattie McCoy visited the Woodstock Inn and were pleased with the amenities they had to offer. Room rates were confirmed for \$169.00 per night with a \$4.00 service charge to cover the gratuity. Registration forms will be available for the New England Conference after the IIMC Conference in May. The registration deadline will be in October. Sandy informed the Board that the Secretary of State's Office will be giving a donation towards the New England conference this year since Vermont is the hosting state. They have requested a W-9 for this donation. Patti will issue this W-9 and post it as a restricted donation earmarked for the New England Conference.

IIMC Conference

The Board discussed how many Vermont Clerks would be attending the conference. Sandy will be bring down the New England flags for the ceremony.

Unfinished Business

Conflict of Interest Policy tabled until next meeting.

The Board discussed the possibility of Committee Members receiving points towards their certification or re-certification for working on committees. Re-Certification was discussed focusing on a way to simplify the process and possibly reducing the fee for recertification. It was discussed to form a Sub Committee out of the Education Committee to revise the re-certification application and look over the points system and come back to the Education Committee with recommendations.

Constitution

The Board discussed the need for a Constitution review since the last revision was done in 2011. Tammy will contact Patti McCoy, Chair of the Constitution Committee. The Board would like to be able to present a revised Constitution to the membership for a vote at the 2016 annual meeting if possible.

Honorary Member

Donna Kinville had a request that the Eboard recognize John Cushing as an Honorary/Lifetime Member of the VMCTA. Donna Kelty added that John would like to form an active retired town clerks and treasurers group to help the association. The Board discussed creating a new Honorary Membership category for retired Clerks and Treasurers. It was decided to include this new membership and to send out annual meeting packets to retired Town Clerks and Treasurers and have them and John recognized at the annual meeting.

The Board discussed having the Newsletter/Public Relations Committee send a welcome packet to newly elected/appointed Town Clerks and Treasurers after town meeting. Donna Kinville will send a copy of the Town Clerks and Treasurers survey information to Tammy, Deb Beckett and Heidi Racht.

Other Business

Donna Kelty updated the Board on the VMCTA Cookbook fundraiser. Unfortunately they were not available at the New England Conference last November due to the printers computer system failing. It was decided to go ahead and still have them printed and sell them at the annual meeting in September. Donna Kelty will speak with the printer for pricing.

The next Eboard meeting will be held at 10:00 am on Tuesday, April 7, 2015 at the Barre Town Office.

Meeting adjourned at 12:15 pm

Attest: _____
Georgette Wolf-Ludwig, CVC/CMC
VMCTA Secretary