

**VMCTA EXECUTIVE BOARD  
MEETING MINUTES  
Friday August 21, 2020  
Via Zoom (an online meeting provider)**

**MEMBERS PRESENT:** President Georgette Wolf-Ludwig, Fairlee; Past President Donna Kinville, South Burlington; 1<sup>st</sup> Vice President Tracy Borst, Thetford; 2<sup>nd</sup> Vice President Julie Graeter, Colchester; Treasurer Audra Girouard, Concord; Secretary Dawn Custer, Hubbardton; and Members at Large – Charles Degener, Woodstock; Diane Judd, Holland and Diana Vachon, Shelburne

**MEMBERS ABSENT:** Member at Large Deb Hawkins, Pawlet and Auditor Sue Gage, Brandon

**OTHERS PRESENT:** Lucrecia Wonsor, Killington Town Clerk/Treasurer and Sandi Pinsonault, Dorset Town Clerk/Treasurer

8:11 a.m. – President Georgette Wolf-Ludwig called the meeting to order.

**AGENDA REVIEW AND MODIFICATIONS**

Georgette asked the Board's permission to amend the agenda to review the Membership Committee's report first. The Board agreed by consensus.

**Membership Committee**

Diana Vachon reported she sent reminders to renew to the listserv. Four members dropped out of listserv participation. One retires, one was leaving her current job and others had too much going on. Georgette acknowledged it is mostly a clerks' chatter on the listserv with the elections. Treasurers do not have a lot of input. She suggested showing listserv participants how to filter the emails, so they go to a specific folder other than the Inbox. Diana noted she would be emailing individually those who became enrollees of the listserv at no charge due to COVID.

**REVIEW AND APPROVE MINUTES OF July 10, 2020 MEETING**

Donna Kinville made a motion seconded by Donna Diane Judd to approve the minutes of the July 10, 2020 meeting with corrections. All members were in favor. The motion carried.

**TREASURER'S REPORT**

Treasurer Audra Girouard reported not a lot has taken place since the last report. A couple of new memberships were received. The warrant is \$500, the deposit for Andy Masters' presentation at the Annual Conference. Sponsorship money was received from Community National Bank before the Annual Meeting was canceled. Georgette reminded Board members the Associated Press will be sending money. The perception of the Board was membership numbers were low. Diana reported there are 384 members. It was explained, in the past money was held until the new fiscal year began. Audra reported some members preferred to not have their checks held and wanted them deposited when received. It is only the beginning of August. It may catch up when the renewals are due. Audra reported revenues are down because the Annual Meeting registration money would be coming in now. It will be offset by the expenses being down because of the cancelled in-person Annual Meeting. The registration form for the Annual Meeting will be available online. Members will be sent a link. Diana asked when access to the listserv is cut for members who do not renew. The forms are due October 1<sup>st</sup>. October 2<sup>nd</sup> was suggested as a cutoff date. Julie Graeter made a motion seconded by Dawn Custer to approve the warrant in the amount of \$500 for the Andy Masters deposit. All members voted in favor. So, voted.

## **NEW BUSINESS**

### **A. Attendee Award for Annual Meeting**

Georgette reminded Board members Lucrecia's assistant Paula was the recipient of the Annual Meeting Scholarship for attendees awarded last year. She asked members if they would like to approve Paula being able to attend this year's Andy Masters' presentation at no cost and still honor the award next year. Lucrecia Wonsor noted Killington would be glad to pay for Paula's attendance at the Andy Masters' seminar if the scholarship is honored in 2021.

### **B. Land Records Grant**

Lucrecia Wonsor reported the grant is being investigated. There have been a lot of calls from clerks and selectboard members because the timeframe is too short. She suggested there may be another opportunity in the future. It was agreed the timing was poor. Julie reported the vendor Castleton uses is trying to have everything in place as soon as possible. They are considering setting up pods in areas for clerks to bring the land records to so they can scan the five years' worth into the system. It was noted the grant is not just for new users of the systems. Tracy reported her records went back to 1978. Georgette noted the land records must be available online and searchable by book and page number to qualify for the grant. Lucrecia reported it is being pushed by attorneys, researchers, and real estate agents. Dawn reported she was excited about the grant opportunity only to find out the internet speed in her office was too slow and would not allow her to upload the records and keep them available online. The vendor did a four-hour test of her system and it failed.

## **OLD BUSINESS**

### **A. 2020 Annual Meeting/Conference**

Georgette wondered if the special awards presentation would remain on the agenda. Tracy reported no nominations have been received. The deadline is August 24<sup>th</sup>; the committee next meets on August 31<sup>st</sup>. Julie reported two applications for certification were received. They are complete and there is a meeting at 2 today to review and approve. The agenda and awards to be presented were discussed, how should awards be presented, should some wait until next year when it can be presented in person, what to include on the agenda for this year's conference, how to acknowledge sponsors and their continued support. Discussion as to whether vendors should present before or after the Annual Meeting was discussed.

### **B. Listserv/Website**

Georgette noted she would like the announcement for the Annual Meeting to be on both the website and listserv. Tracy Borst will supply the Zoom invitations. Secretary of State Jim Condos and vendors should be invited.

### **C. Fundraisers**

Diane Judd reported ten people signed up for the Athenian dialog. It will be considered filled with thirty. It is a good deal at \$50. She suggested a calendar raffle for a future fundraiser.

### **D. Education Committee**

Julie Graeter reported Andy Masters is set for September 15<sup>th</sup>, 10:00 a.m. – 2:00 p.m. Breaks, when and how long to have them needs to be decided. Two fifteen-minute breaks instead of one thirty minutes is being considered with an additional thirty minutes for lunch. The International Institute of Municipal Clerks is being asked for input. Georgette suggested the invitation be put on the Muninet listserv. The presentation does not need to be limited to clerks and treasurers. Julie reported the deadline for registration is September 10<sup>th</sup>. There is an election training in September as a possible

additional for people to attend. A possible virtual training with Vermont Government Finance Officers' Association is being discussed for October. The topics treasurers need is being discussed with them.

**E. Mentor List**

Georgette reported the list is a work in progress. She explained she wants to make personal contact by calling people. She noted she was hoping to have the list on the website before the Annual Meeting.

**OTHER BUSINESS**

No other business came before the Board.

The next E-Board meeting was set for some time in November after the election. via Zoom.

**Adjourn: Georgette Wolf-Ludwig adjourned the meeting with the consensus of the Board at 9:28 p.m.**

Attest: \_\_\_\_\_  
Dawn Custer  
*VMCTA Secretary*