

**VMCTA EXECUTIVE BOARD
MEETING MINUTES
Thursday, April 29, 2021
Via Zoom (an online meeting provider)**

MEMBERS PRESENT: President Georgette Wolf-Ludwig, Fairlee; Past President Donna Kinville, South Burlington; 1st Vice President Tracy Borst, Thetford; Treasurer Audra Girouard, Concord; Secretary Dawn Custer, Hubbardton; and Members at Large – Charles Degener, Woodstock; Deb Hawkins, Pawlet; Diane Judd, Holland and Diana Vachon, Shelburne

MEMBERS ABSENT: 2nd Vice President Julie Graeter, Colchester and Auditor Sue Gage, Brandon

OTHERS PRESENT: Sandra Pinsonault, Town Clerk/Treasurer Dorset

9:36 a.m. – President Georgette Wolf-Ludwig called the meeting to order.

AGENDA REVIEW AND MODIFICATIONS

Georgette noted the agenda needed to be modified to add under Other Business a special fundraiser for Nellie Noble.

REVIEW AND APPROVE MINUTES OF March 18, 2021 MEETING

Charles Degener made a motion seconded by Diane Judd to approve the minutes of the March 18, 2021 meeting with corrections. All members were in favor. The motion carried.

TREASURER'S REPORT

Treasurer Audra Girouard reported the scholarship fund had a balance of \$10,079.02. The warrant is for \$1,176.19. It includes name tags, desk plates, the Athenian facilitator, and the cost of the outreach letter. Tracy Borst made a motion seconded by Deb Hawkins to approve the warrant in the amount of \$1,176.19. All members voted in favor. The motion carried.

NEW BUSINESS

A. Discussion pertaining to the VMCTA 2nd Vice-President appointment

Georgette informed members Julie Graeter stepped down from her role as the VMCTA's 2nd Vice-President. She will complete her term once the spring training and roundtables are done. Charlie has stepped up to take over as chair of the Education Committee. Since that time there has been discussion with Diane and Charlie pertaining to the vacancy. Diane Judd has agreed to complete the current term of the 2nd Vice-President and is willing to step up to the position of 1st Vice-President when the term ends. Charles Degener made a motion seconded by Dawn Custer to appoint Diane Judd to fill the 2nd Vice-President vacancy. All members voted in favor. The motion carried.

B. Annual Meeting and the Education Committee

Georgette noted Charlie and Diane will co-chair the Education Committee. Town Clerks and/or Treasurers - Donna Kelty, Barre Town; Heidi Racht, Huntington; Clyde Jenne, Hartland; Patti Lewis, Fayston; Diane Judd, Holland; Jessica Alexander, Jericho and Charlie Degener, Woodstock; are the Education Committee members. It is important for the Education Committee to meet, reorganize and get others to step up to organize this September's conference. Those who have previously organized the education portion of the conference will be happy to help. Lori Bjorlund and Will Senning of the Elections Division are willing to

present. The nomination committee will also need to find someone to for the vacant Member at Large position. A shout out on the listserv to see if anyone is interested was suggested.

OLD BUSINESS

A. VMCTA Outreach Letter

Georgette stated there was not much to report. A couple of people said it was liked. There was not a lot of input. It was hoped there would be more responses. It was a good outreach.

B. VMCTA 85th Annual Conference September 23 – 24, 2021

a. Online Registration Discussion

Georgette noted that she and Tracy were discussing the best way to register for the conference. Everyone now does registrations online. People are used to it. Tracy reported Eventbrite is the source most people directed her to. She reached out to them. They did not connect back. Appointments to discuss Eventbrite were made and not kept by them. It was frustrating for a first impression. Eventbee looks good. It is scary because the event is paid for online then the money will be sent to VMCTA. We must set up a registration form with the different course and meal choices. There is a cost involved to set up the registration online. Eventbee is \$99/month. We would need it for June, July, August, and September. There are not specifics yet, it is draft form. Georgette noted the postage for the mailing of the packets will not be needed and the cost of the registration platform online is equivalent to the cost of mailing. Sandy Pinsonault suggested saving the cost of postage by having the packets available on the VMCTA website for people to print. People can print the registration forms and mail it with their checks. It was noted online registration saves time. The registrants enter all their own data. It was noted the packets are mailed to the VMCTA in July or August. We only need to have the online registration open for July – September. Audra reminded everyone the annual membership renewal forms are included in the packet and the renewal applications are returned at the same time as the registrations for the Annual Meeting. Diane suggested finding out what other states do. Eventbee is more user friendly. A form and preview could be done in a few minutes. There was discussion about paying with credit cards and reimbursement.

b. Education Committee

Georgette reported a poll was taken at the first roundtable and 53 of the attendees said they would attend an in-person conference. It will be brought up again at the roundtable in May. Diane reported Community Bank is willing to have an online webinar on Principles of Banking. The details are being worked out.

c. Vendors

Sandra Pinsonault reported the vendors are anxious to get going again. She asked anyone who may have new contact information to let her know. Vendors will be sent a save the date in early June. Once the VMCTA packet is complete the vendor packets will be made. Georgette stated she would like the vendors to know it is the 85th Anniversary of VMCTA and maybe help with special gifts or something sponsored by vendors. Sandy noted Community National Bank, TD Bank and Community Bank are always generous. Sandy suggested champagne glasses with the 85th etched would not be costly. Sparkling cider could be an option for those who do not drink. The vendor's logo could be on the opposite side of the glass.

d. Public Relations Committee

Georgette suggested a slide show for the 85th might be fun. More than one person taking pictures is needed.

e. Awards Committee

Tracy reported there is an August deadline for the Town Clerk, Town Treasurer, Assistant Town Clerk and Assistant Town Treasurer of the Year awards. The Award of Appreciation is a new award

and nominated by the E-board. It does not have to be awarded yearly. Georgette added the committee chairs can also nominate for the Award of Appreciation. The Honorary Membership awards will be given.

f. Entertainment/Invitations

Georgette noted she was not certain if many people will be comfortable dancing and wondered about a DJ. Secretary of State Jim Condos will be present to swear in officers. Because it is the 85th invitations to the governor, Jim Douglas, who is an honorary VMCTA member and John Cushing may be extended. The elections team was suggested as invitees as well.

g. Commemorative Pin/Conference Gift

A design was sent to Pin Source in South Burlington. They will make suggestions and mockup design samples.

COMMITTEE UPDATES

A. Membership Committee

There is one new member from Middletown Springs.

OTHER BUSINESS

A. Special Fundraiser

Georgette reported the Town of Granby wants to put up a bench in memory of Nellie Noble, former Granby Town Clerk/Treasurer. The town is looking to VMCTA for donations for it. A special raffle at the conference specifically for it was considered or a donation. It was suggested someone could do a Nellie basket with all things pumpkin.

The next E-Board meeting was set for May 27, 2021; 9:30 a.m. via Zoom. Sandra Pinsonault was invited to attend to give an update.

Adjourn: President Georgette Wolf-Ludwig adjourned the meeting at 11:04 a.m.

Attest: _____
Dawn Custer
VMCTA Secretary