

**VMCTA EXECUTIVE BOARD
MEETING MINUTES
Thursday, January 6, 2022
Via Zoom (an online meeting provider)**

MEMBERS PRESENT: President Tracy Borst, Thetford; Past President Georgette Wolf-Ludwig, Fairlee; 1st Vice President Diane Judd, Holland; 2nd Vice President Diana Vachon, Shelburne; Treasurer Susan McNamara-Hill, Essex; and Members at Large – Karmen Bascom, South Royalton; Charles Degener, Woodstock; and Anita Sheldon, Manchester

MEMBERS ABSENT: Auditor Sue Gage, Brandon; Secretary Dawn Custer, Hubbardton; Member at Large - Sara Haskins, Morristown

OTHERS PRESENT: Sandra Pinsonault, Dorset Town Clerk-Treasurer; Bobbi Brimblecombe, Marshfield Town Clerk-Treasurer; and Deanna Robitaille, Property Valuation & Review (PV&R)

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

AGENDA REVIEW and MODIFICATIONS

The agenda was revised to reflect Sandra Pinsonault as presenting first due to time constraints with her schedule.

OLD BUSINESS

A. Debrief of 2021 VMCTA Annual Conference

a. Vendor Update – Sandra Pinsonault, Chair

Sandy reported there were 26 vendors at the conference which felt like full capacity for the space. All vendors have paid. The biggest challenge to vendor attendance was the fact the VMCTA conference was held the same days as the Connecticut clerks conference. There are still issues with meals and vendors. It was suggested this system be tweaked in 2022. Sandy also suggested a survey or evaluation be received from the vendors noting what we can do to better serve them.

TREASURER'S REPORT

Susan McNamara-Hill had questions about the scholarship fund's continued funding. Sandy confirmed that the expense line item is for scholarships. If there is unused money on the expense line it is transferred to the scholarship fund to save for future scholarship needs.

REVIEW AND APPROVE MINUTES OF September 8, 2021 MEETING

Charles Degener made a motion seconded by Diane Judd to approve the minutes of the September 8, 2021 meeting as presented. All members were in favor. The motion carried.

TREASURER'S REPORT

Susan McNamara-Hill presented two warrants. Charles Degener mad a motion seconded by Anita Sheldon to approve the warrants. All members voted in favor. The motion carried. Susan reported the CPA has completed the tax filing for 2021. Diana Vachon made a motion seconded by Anita Sheldon in favor of Susan McNamara-Hill signing and submitting the 2021 return. No money is owed. All members voted in favor. The motion carried.

OLD BUSINESS (cont.)

A. Debrief of 2021 VMCTA Annual Conference

b. Online Registration, Location, Fundraising, Vendors, Sponsorship, Questionnaire, etc.

The overall feedback was very positive. The location is convenient. The fundraising went well and attendees were very generous. The movie was only attended by a few people, maybe it should be reconsidered for next year. Total income from sponsors was \$38,000; expenses totaled \$30,400. Overall, it was an excellent year.

c. Refund Requests

Betsy Wescott, Poultney Town Clerk/Treasurer, requested a refund due to an illness. Georgette Wolf-Ludwig made a motion seconded by Diane Judd in favor of giving Betsy Wescott a voucher credit toward the 2022 conference costs in lieu of a monetary refund. All members voted in favor. The motion carried. A letter will be sent to Betsy. The Town of Montgomery had three people who were to attend the conference. There was a request from Erin Kopacz for a refund. She cancelled after the deadline due to a COVID concern. The Board felt the COVID situation had not drastically changed in the few days prior to the conference and did not warrant a last-minute cancellation. Charles Degener made a motion seconded by Diane Judd to offer a 50% credit toward the costs of the 2022 VMCTA Annual Conference. All members voted in favor. The motion carried.

NEW BUSINESS

A. 2022 VMCTA Annual Conference – Lake Morey Contract

The Lake Morey contract for 2022 was considered by the Board. It was noted the conference days were moved to Tuesday and Wednesday to avoid a conflict with conferences being held in other states. The conference date did not include Monday to encourage attendance by Treasurers who would otherwise be processing payroll. The Board discussed the necessity of increasing the conference fees. It was agreed to continue discussion regarding conference fees at a future meeting. Charles Degener made a motion seconded by Georgette Wolf-Ludwig to accept and sign the contract with Lake Morey for the 2022 VMCTA Annual Conference. All members voted in favor. The motion carried. Karmen Bascom made a motion that an active program be offered on the Monday preceding the conference as an alternative to the Athenian Dialog. She suggested kayaking, hiking, etc. to draw more attendees. Discussion followed which noted this would be like what was past practice of a NEMCI walk which raised funds for NEMCI but VMCTA could be the recipient. The Fundraising Committee will consider this as a practice for Annual Meeting.

B. Card Room – State House

The chair announced the card room is cancelled for 2022. Donna Kinville, South Burlington Town Clerk, will continue to follow the card room schedule and will have the VMCTA on the schedule in 2023.

C. Committee Update - Education

Diana Vachon reported West Rutland and Danville are being considered for the Spring Training venues. The dates will be in the last week of April – the 27th or 28th and the first week of May – the 4th or 5th. The clerks in both towns will be asked about title searchers in the area who may be willing to speak about land records recording best practices – including Mobile Home Bills of Sale, PTTRs, UCCs, and indexing. The Committee will reach out to the Secretary of State's Office to ask for someone to present regarding Notaries – clarifying responsibilities of the clerk, electronic notaries and for an update regarding clerks

renewing their notary standing in 2023.

The next E-Board meeting was set for February 17, 2022, 9:00 a.m. via Zoom.

Adjourn: President Tracy Borst adjourned the meeting at 10:20 a.m.

Attest: _____

Dawn Custer
VMCTA Secretary