

**VMCTA EXECUTIVE BOARD
MEETING MINUTES
Thursday, May 19, 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; Secretary Dawn Custer, Hubbardton; and Members at Large –Charles Degener, Woodstock and Sara Haskins, Morristown

MEMBERS ABSENT: Members at Large – Karmen Bascom, South Royalton; Anita Sheldon, Manchester; and Auditor Sue Gage, Brandon

OTHERS PRESENT: No others were present

9:06 a.m. – President Tracy Borst called the meeting to order.

AGENDA REVIEW and MODIFICATIONS

Georgette Wolf-Ludwig requested a Vermont League of Cities and Towns (VLCT) update be included on the agenda if time allowed.

REVIEW AND APPROVE MINUTES OF April 7, 2022, MEETING

Georgette Wolf-Ludwig made a motion seconded by Charles Degener to approve the minutes of the April 7, 2022; meeting as presented. All members were in favor. The motion carried.

TREASURER'S REPORT

Susan McNamara-Hill noted the scholarship fund now had a \$7,200 balance. It started at \$10,000. The Association has been awarding a lot of scholarships. Spring Training netted \$2,600. Tracy Borst noted the Fundraising line item has already exceeded its goal for the year. The warrant was for \$2,892.41 which included the Spring Training expenses, NEMCI&A scholarships, the website hosting and annual bond. A motion was made by Charles Degener and seconded by Diana Vachon to approve the warrant in the amount of \$2,892.41. All members voted in favor. The motion carried.

NEW BUSINESS

No new business came before the Board.

COMMITTEE UPDATES

A. Legislative Committee – Carol Dawes

Tracy reported Carol Dawes was unable to attend. The updates were sent via email.

H.512 Land Records – Passed. It gives allowance for electronic recording and remote notarization if the clerk so chooses. A new office was created in VSARA for the purpose of providing service to clerks and to adopt a Standards & Best Practices for recordings. It is VSARA's responsibility to report back to the stakeholders.

H.680 – Passed. This enables couples to apply for a marriage license from any clerk in any town in Vermont.

Carol reached out to the Vermont Department of Health regarding the change. They will be reaching

out to all Vermont clerks as all clerks are not members of the Association.

B. Scholarship Committee – Sandy Pinsonault

Tracy apologized for forgetting to invite Sandy.

C. Education Committee – Diana Vachon

Diana Vachon reported Spring Training went well. There were almost 100 attendees at each. Kerin Stackpole is presenting on June 15th. A Google registration form will be sent to members. The cost of the seminar is \$35.00 per person with unlimited attendance. Georgette wondered what the charge to the VMCTA would be. Diana answered \$1,000. It will be recorded and available for two weeks following the session. Tracy wondered what the non-member charge would be. Diana answered \$40 for non-members and \$35 for members of the Association. If someone is unavailable to attend there is a \$20 fee for viewing the recording. The original session is interactive, and people will break into groups. The interaction will be missed by those watching the recording only. Training certificates will be issued only to those attending the original webinar and not to those viewing the recording only.

OTHER BUSINESS

A. 2022 Annual Meeting & Conference

- Education including Secretary of State Candidate Debate - Diana noted the Committee is considering having a Quiz Bowl instead of watching a movie. Jessica Alexander, Jericho Town Clerk, will put it together. Property Valuation & Review only has enough material for a one-hour session. She suggested using the last half-hour for a - meet the Secretary of State candidate - time. Georgette wondered if the candidates should be invited to the banquet.
- Vendor - Sandy is also the vendor chair. An oversight occurred and she was not invited to attend today's meeting.
- Awards – Diane Judd reported she agreed to work on awards. Diana wondered what her job on the Nomination Committee entails. She was pointed to the VMCTA website for a description of her responsibilities.
- Entertainment – Last year there were extra invitees because it was VMCTA's 85th Anniversary. This year there will be the Secretary of State candidates. The governor will decide two weeks prior.
- Conference Gift – Tracy and Georgette will meet in June. Sara Haskins will be working on the registration form for the Conference. The packet and timing of it will be discussed at the E-Board's June meeting. It was suggested those attending the Conference who are not Association members pay a higher price. It was noted that it makes sense.

B. Reach Out to Area Clerks

Tracy reported one Board member did an outreach to her surrounding local clerks wondering if there was any additional support that may be needed. Support other than what VMCTA offers, or someone may not feel comfortable asking for.

C. VLCT

Georgette reported she and Lucrecia Wonsor, Killington Town Clerk/Treasurer, spoke to the VLCT board at its last meeting. VLCT is reviewing the Municipal Assistance Center's (MAC) Municipal Response Policy. They primarily offer support to select boards because select boards are the

governing bodies of the towns. VLCT is looking at ways to direct other elected officials to areas that will offer them assistance. She noted we, as clerks and treasurers, cannot rely on VLCT. We must get stronger and support ourselves. Tracy noted it was encouraging that VLCT admitted they offer primary support to the select boards and are willing to look at how they can best help or direct others. Georgette noted the Municipal Response Policy has not been reviewed in years. It is positive that it is being brought to the forefront.

Tracy noted as a side bar, that she received a public records request from a personal email account asking for all VMCTA emails from March through April. She noted her response indicated the VMCTA is not a municipality and is not responsible to reply to a public records request. The request was then sent to the Thetford town clerk account. All emails that were kept were forwarded. The individual noted what was sent was not all the emails. Tracy then touched base with the UVM listserv which hosts the VMCTA listserv. UVM supplied all the emails for the period of the request. She noted the VMCTA listserv is transitory, and the emails do not need to be kept. Tracy stated she now deletes all VMCTA emails weekly. Diana noted she would revise the listserv etiquette policy and have it ready for E-board approval at the June meeting.

The next E-Board meeting was scheduled for June 30, 2022, at 9:00 a.m. via Zoom.

Adjourn: The Board agreed by consensus to adjourn the meeting at 10:19 a.m.

Attest: _____
Dawn Custer
VMCTA Secretary