

**VMCTA EXECUTIVE BOARD  
MEETING MINUTES  
Meeting of June 7, 2024  
9:00 a.m. Via Zoom (an online meeting provider)**

**MEMBERS PRESENT:** President Diane Judd, Holland; 1<sup>st</sup> Vice President Diana Vachon, Shelburne; 2<sup>nd</sup> Vice President Sara Haskins, Morristown; Treasurer Susan McNamara-Hill, Essex Junction City; Auditor Susan Gage, Brandon; Secretary Karmen Bascom, Royalton; Two-Year Members at Large Therese Lounsbury, Wilmington and Sally Ober, Lincoln; One Year Members at Large Charles Degener, Woodstock; John Odum, Montpelier; Past President Tracy Borst, Thetford.

**GUESTS:** None

**MEMBERS ABSENT:** None

**CALL MEETING TO ORDER:** 9:03 a.m. President Diane Judd called the meeting to order.

**AGENDA REVIEW AND MODIFICATIONS:** None.

**APPROVE MINUTES FROM THE APRIL 10, 2024, MEETING:** John Odum motioned, and Diana Vachon seconded to accept minutes as amended. President Judd called for a vote. Therese Lounsbury abstained. Minutes approved.

**TREASURER'S REPORT & WARRANT:** Susan McNamara-Hill presented current warrants and corrected warrants. Charlie Degener asked a clarifying question regarding the purpose of a particular bond payment: bond is necessary for possible accounting errors. Education committee will follow up on any outstanding payments from last year. President Judd entertained motion to accept report, warrants and corrected warrants: Motioned made by Charlie Degener and seconded by John Odum. Sally Ober and seconded by Charlie Degener. Reports approved.

**COMMITTEE UPDATES:**

***Membership Update-Deb Tanguay (Etiquette Policy-partial year membership):***

Finalized Listserv Etiquette Policy presented. Sara Haskins moved, and Diana Vachon seconded to approve amendments. President Judd called for a vote.

***Education/Certification Update – Sara Haskins, Chair:*** Sara Haskins reported 98 people in attendance of the most recent Thursday afternoon educational series, including the new Director of Elections. The board continues to work on more treasurer-based classes. They have a strong line-up of fall conference courses including a notary refresher, capital planning, municipal minute taking, elections, diversity and inclusion, e-recording, ergonomics, cash flow reports and round-table discussions. Information will be placed on listserv. There is also ongoing work being done to restructure and simplify the certification process. We are considering possibility of working with the Secretary of State on organizing an on-line full day elections summit.

**NEW BUSINESS**

***a. Refund- Spring training:*** N. Rogers will receive credit toward the upcoming Fall conference from payment received from a Spring conference she was unable to attend.

***b. H875 Veto Request:*** General discussion regarding a veto request made by VLCT regarding the controversial Ethics bill recently brought before the Governor to sign.

***c. Pins- certification- Diana Vachon:*** Pins will be purchased from Vermont Trophy for clerk and treasurer certification recognition, keeping in mind our limited funds vs. the number and type of certifications expected for this year.

***d. Website Member Access- VSARA:*** Instead allowing website access to VSARA, Tracy Borst suggested we send VSARA all related content on our website for their review. President Judd will speak with Lucrecia Wonser to put VSARA in touch with Michele so they can discuss improvements.

*e. TD bank Liability Insurance:* TD Bank asked for a contract stating we are bonded for \$1 million dollars. Susan McNamara-Hill will look into our insurance and report back.

*f. Certification- twice annually?* Tabled until next meeting.

*g. Separate Certification Committee?* Tabled until next meeting.

**OLD BUSINESS**

*a. Constitution edits:* Sally Ober questioned the requirements for having the conference location in Central Vermont. Much discussion ensued. It was then motioned by Sally Ober and seconded by John Odum to ask the Constitution if they would be willing to simplify the requirements by striking the sentence requiring a central location for the conference completely. President Judd called for a vote. Motion carried. Follow up with Tim Arsenault and Sally Ober.

**OTHER BUSINESS:** None.

**NEXT MEETING DATE:** TBD

**ADJOURN**

President Diane Judd adjourned the meeting at 10:57 a.m.

Attest: \_\_\_\_\_

Karmen M. Bascom  
VMCTA Secretary