

**VMCTA EXECUTIVE BOARD
MEETING MINUTES
Meeting of December 15, 2024
9:00 a.m. Via Zoom (an online meeting provider)**

MEMBERS PRESENT: President Diane Judd, Holland; 2nd Vice President Sara Haskins, Morristown; Auditor Bob Champagne-Willis, Maidstone; Treasurer Susan McNamara-Hill, Essex Junction City; Secretary Karmen Bascom, Royalton; Two-Year Members at Large Sally Ober, Lincoln and Therese Lounsbury, Wilmington; One-Year Members at Large Charles Degener, Woodstock and John Odum, Montpelier.

GUESTS: None

MEMBERS ABSENT: 1st Vice President Diana Vachon, Shelburne; Past President Tracy Borst, Thetford.

CALL MEETING TO ORDER: 9:00 a.m. President Diane Judd called the meeting to order.

AGENDA REVIEW AND MODIFICATIONS:

SECRETARY'S REPORT – APPROVE minutes from November 15, 2024, meetings: 1st Vice-President Diana Vachon was present (in and out) at last meeting. Name spelling edit. Sally Ober moved to accept as amended; Therese Lounsbury seconded. Secretary's Report approved as amended.

TREASURER'S REPORT – warrant and financials Treasurer Susan McNamara-Hill presented warrants and financials, noting one registration was received after October and a lot more membership payments have come in since she published the report. Bob Champagne-Willis motioned to accept; Diana Vachon seconded. Treasurer's report was approved.

NEW BUSINESS:

- a. ***Legislative Committee Updates:*** *Our goals for 2025* Chair, Tim Arsenault and committee met with lobbyists. Top of list: changes in elections focused on rank choice voting and write-in changes. The Secretary of State is looking to use electronic ballots for those living with the Safe at Home guidelines and tightening fraud laws for those moving from one state to another. Looking at software that could track those who do not use or want to use mail-ins. Dog licensing database. Vital records appeal process for birth records access. Further follow-up on open meeting law changes, which seem at best- ambiguous. Sally Ober voiced some concern over moving Town Meeting or use of poll books. Diana Vachon noted the Secretary of State office has been approached by LHS, who could supply the notebooks. Sara Haskins believed a combination of Senning leaving and their focus on the new VEMS system needed to be dealt with first. Tracy Borst and Sara Haskins recognized there are new ethics training requirements which have yet to be expanded on, but more information will be forthcoming. ADA website requirements have also been put in place

but will need some review. Tim Arsenault will retire this year but is willing to stay on the Legislative Committee through this session as a mentor.

b.

b. Fees Review Committee: Sally Ober and Lucrecia Wonser met to review the VMCTA revenue and expense report procedure. Looking like we should prepare to request fee increases in another year. When entering data into the VMCTA report, please just use numbers, not language. Belinda, Wolcott clerk, will tighten it up and Sally Ober will report in by January. Tracy Borst suggested a First Thursday training on troubleshooting good ways to break down data for the VMCTA report. Sara Haskins will investigate an April 3rd training. Bob Champagne-Willis suggested checking with treasurers to see if they can assist in tracking. Therese Lounsbury also suggested including a way to help clerks track their own data.

c. Certification Committee: Diana Vachon is ready to open the certification submission process on January 31 and July 31. Heidi Ratch, LaDonna Dunn, Peggy Neisner, Tracy Borst, Amy Pear, Georgette Ludwig, Sara Haskins (through January only), Clyde Jenne, Sally Ober (maybe), Tammy legacy (maybe) and Therese Lounsbury.

c. 2025 Conference Venue & Dates Sugarbush is being gracious and flexible with booking dates and prices. \$44,835.00 estimate for conference total. standard king/\$286, a 4-bedroom suite/\$415, Lincoln Peak Lodging \$202/room. No contract has been signed yet. Diane Judd and Sally Ober will do a site visit on or about Jan. 3rd. Sara Haskins displayed a lanyard from General Code she was impressed with. The vendor would provide them for free. Ted Brady is looking for volunteers to help with Town Fair. Diane Judd will check with him to clarify specifics. Conference dates Monday 15th and Tuesday 16th of September, 2025.

OLD BUSINESS:

a. Vendor Sponsorship Letter Sally Ober will be mailing them out this week.

NEXT MEETING DATE: To be determined.

ADJOURN: Meeting adjourned by President Diane Judd at 10 a.m.

Attest: _____

Karmen M. Bascom
VMCTA Secretary