

Minutes of Meeting

VMCTA MEMBERSHIP COMMITTEE

Thursday, December 8th, 2022

10:00 a.m.

Meeting held electronically via Zoom

Committee Members Present:

Sara Haskins (Committee Chairwoman); Patti Lewis (Committee Treasurer); Deb Tanguay (Committee Clerk); Belinda Harris Clegg; Peggy Neiser

Not Present: All in attendance

Other Guests: Diana Vachon

1.) Call to Order: Committee member Sara Haskins called the meeting to order at 10:02 am after having noted a quorum of committee members.

2.) Committee Re-Organization: The committee re-organizes on a yearly basis; with the following members instilled for the ensuing year:

- Sara Haskins – Committee Chairwoman
- Patti Lewis – Committee Treasurer
- Deb Tanguay – Committee Clerk
- Belinda Harris Clegg – Committee Member
- Peggy Neiser – Committee Member

A motion was made to nominate Sara Haskins as Committee Chairwoman for the ensuing year. {DT/PL} There were no other nominations. No further discussion occurred and motion carried unanimously.

A motion was made to nominate Patti Lewis as Committee Treasurer for the ensuing year. (DT/SH) There were no other nominations. No further discussion occurred and motion carried unanimously.

A motion was made to nominate Deb Tanguay as Committee Clerk for the ensuing year. {PL/SH} There were no other nominations. No further discussion occurred and motion carried unanimously.

The membership committee welcomed Peggy Neiser as a new member and look forward to having her be a part of this team.

The committee also thanked Diana Vachon for her past service and dedication to the VMCTA membership board and wished her well on her new position with the VMCTA education committee.

The Listserv Etiquette Policy was recently reviewed and approved. No further action was required at this time. The Policy will continue to be reviewed and amended as necessary during the year.

At the next meeting, the committee will review the membership committee description as listed on the VMCTA website and note any changes, if needed, as presentment to the E-board for their approval.

3.) Approve minutes from August 18th, 2022: A motion was made to accept the Meeting Minutes as presented. {PL/BHC} No further discussion occurred and motion carried unanimously.

4.) Star Chapter: VMCTA is currently working on the transferring of the website and memberships to this new software platform. They are hoping to have it up and running by January 1st but there are many items to decipher and work out. This continues to be a work in progress.

Sara sent Patti's membership video for uploading to the new platform. Details on how to make changes to the video will be forthcoming as the new platform is established.

5.) ListServ: Sara mentioned there have been continuing issues with the ListServ knocking members off. It appears that it is only affecting towns with certain internet providers. A reach out to the providers has been made to help with the resolution on their end; but, have been unresponsive at this time. Possibly, once the ListServ has been transferred over to the new platform that this will help or eliminate the issue all together.

6.) Memberships: Sara mentioned there were 438 members last year; and only 384 have signed up thus far this year. However, understanding that some individuals may have forgotten and will be signing up soon.

As previously discussed, and approved at the last annual meeting, EBoard now has the authority to adjust the membership rates as needed. Sara will request the E-Board for their assistance in communicating the new member rates for this year. A determination of when the new rate goes into effect still needs some clarification; as to when Star Chapter goes live or as of January 1st. All members, straight across the spectrum, is set at \$35.00 and \$25.00 for retired members. The membership fee transfers with the individual and not with the town.

Sara mentioned there may be a lack of knowledge amongst the clerks of the sponsorship levels available for towns; being Gold and Silver. VMCTA should recirculate sponsorship level information out to towns; detailing the benefits for each level with the hope towns opt to join the higher level of sponsorship. Diana also mentioned the possibility of a new "donation" button that could be added to the form for those

towns who may consider to send additional funding to the VMCTA. Patti commented if other towns may “donate” funding to other towns to reach the higher level of sponsorship. More discussion will continue to be had with sponsorship levels. It was mentioned to possibly list Towns and their sponsorship level on the website and also within conference folders.

Sara will compare the Listserv and start removing individuals if they have not renewed their memberships. Notification will be given prior to removal on January 1st.

7.) Associate Memberships: Discussion commenced on Associate Members as well. E-Board is in the process of creating threshold levels of sponsorship for Associates. This will help to lessen confusion with vendors as they will only need to sign up once each year for all services they would like to perform (sponsorship, event sponsorship, etc).

VMCTA will be reviewing vendor charges for upcoming events. In comparison to other New England conferences, VMCTA vendor rates are considerably lower. Eboard will review charges at their January meeting. Vendors will not be contacted until a determination has been made.

8.) Next Meeting Dates: The next two meetings will be held as follows:

- January 9th, 2023 at 10:00 am.
- February 13th, 2023 at 10:00 am.

9.) ADJOURN: A motion was made to adjourn the meeting at 10:43 am. {PL/BHC} There was no discussion and motion carried unanimously.

Received and filed by:

Sara Haskins
Chairwoman, VMCTA Membership Committee

Deb Tanguay, Committee Clerk