

Minutes of Meeting

VMCTA MEMBERSHIP COMMITTEE

Monday, January 9th, 2023

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 Neisner

Not Present: All in attendance

1.) Call to Order: Committee member Sara Haskins called the meeting to order at 10:01 am after having noted a quorum of committee members.

2.) Agenda review and modifications: None.

3.) Approve minutes from December 8th, 2022: A motion was made to accept the Meeting Minutes with the noted corrections: the spelling of Peggy's last name needs correction; and change the wording with the sponsorship sentence to read fluently. {PL/SH} There was no further discussion and motion carried unanimously.

4.) Updates:

A. Current membership enrollment – Sara reported there are 434 members as of today. Forty-five non-members signed up for the free notary class and we were able to get 27 of those non-members signed up. Most non-members were new clerks and/or their assistants who had not signed up before. Sara sent out renewal letters and Patti sent out renewal emails. Membership rates will not increase to the new rates until Star Chapter platform has been activated.

B. Star Chapter – The platform is ready to go and they are waiting on VMCTA to give the approval to go live. Delays are due to coordinating schedules, training received to use, and waiting on the final approval but hoping to go live January 1st.

C. Listserv issues – The listserv will be referenced as a forum in the Star Chapter platform. Some members are still having issues with being kicked-off and their internet providers are trying to assist with resolving the problem. It is the anticipation that Star Chapter will resolve this issue as they utilize a forum.

Sara will work on getting non-renewals removed from the listserv due to lack of payment. If there is a payment pending, those members will not be removed.

5.) New Business:

A. Set Goals/Project List 2023 – Sara mentioned VMCTA should consider offering classes for free outside of the conferences for members as the recent Notary Class was offered and many members took advantage of the opportunity. It was well received and appreciated! Patti mentioned updating the VMCTA Membership video routinely with photos from gatherings/conferences/seminars. Once Star Chapter goes live, updating the video and reviewing the Membership Committee Review committee description can start.

B. Set 2023 Meeting Dates – We will wait for Star Chapter to go live before establishing meeting dates for remainder of 2023.

C. Gold/Silver Memberships – Patti stated that VMCTA needs more specification pertaining to these membership levels and where the funding goes towards. Sara will ask the EBoard to place this topic on their next meeting as to these membership level designations; especially now with memberships being by member and not town.

D. Letter to Selectboard – Some members are requesting for these letters be sent to their Town Selectboard members. These letters detail the purpose, reasoning, and benefits of their towns and employees/officials being members of the VMCTA. We will need to locate a copy of the letter or have one devised and it should be compiled with the Education Committee as well.

E. Other improvement ideas – Patti will continue to update the membership video so it will be ready to upload to the Star Chapter platform.

6.) Other Business: None at this time.

7.) Next Meeting Dates: Next meeting date has been established for February 13th, 2023 at 10:00 am.

8.) ADJOURN: A motion was made to adjourn the meeting at 10:26 am. {PL/DT} There was no discussion and motion carried unanimously.

Received and filed by:

Sara Haskins
Chairwoman, VMCTA Membership Committee

Deb Tanguay
Committee Clerk
