

# Minutes of Meeting

## VMCTA MEMBERSHIP COMMITTEE

Thursday, June 13, 2024

10:00 a.m.

Meeting held electronically via Zoom

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### Committee Members Present:

Deb Tanquay (Committee Chairwoman); Belinda Harris Clegg (Committee Vice Chair); Peggy Neisner (Committee Clerk); Lily Trajman; Michelle Warren

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**1.) Call to Order:** Committee Chairwoman DT called the meeting to order at 10:03 a.m. after having noted a quorum of committee members.

**2.) Approve minutes from May 6, 2024:** A motion was made to accept the Meeting Minutes of May 6, 2024. {BHC/LT} There was no further discussion and motion carried unanimously.

### 3.) Updates:

a. *Current membership enrollment* – Two people have signed up as Town Administrator or Auditor; but with further discussion with the individuals, they have multiple jobs within the Town and are able to be members as one was a Treasurer and the other assistant clerk. Some Towns have been upset with the increase in fees and have not resigned on as members and some members find the ListServ troublesome with the flux of emails that it can receive in their email or them being blocked entirely. VMCTA IT team is currently working on resolving ListServ issues.

It was mentioned that Towns can establish an “inbox” for ListServ emails so they do not fill up their town emails; thus, allowing members to check those emails at their leisure. Discussion commenced regarding some towns who do not pay for their staff to be VMCTA members and the membership committee thought of scholarship availability to assist those towns. DT will pose the thought with the EBoard. It may be beneficial to send a letter and brochure to their select board. LT will resend the link with the letters.

The current membership total is 421 as of 6/13/24. MW stated prior to StarChapter, the membership years were not tracked. StarChapter will allow for us to start tracking membership years going forward.

b. *Overdue balances* – Some Towns are opting to wait until September to join as they do not want to submit two membership payments in one year. Discussion commenced regarding these members and

how they would be contacted to renew. The membership committee will devise a process to reach out to non-members in August for renewing.

c. *Star Chapter Update* – DT received an email from VSARA requesting access to members portal to view current information. Prior to StarChapter, the information was on the website and all people could access this information. The information in StarChapter is now only member access. DT reached out to the EBoard for their discussion. At this time, the EBoard does not want non-members with access to the site. DT contacted VSARA and requested any information they would like to let us know and we will do our best in providing the items at their request.

d. *Silver/Gold members Update* – no updates

e. *Letter to Selectboard* – no updates

f. *Conference Presences* – Discussion commenced with having brochures at the Annual Conference in Montpelier. Membership committee members will also reach out to neighboring towns who are not members. The committee decided to do a survey to existing members regarding VMCTA services and education. LT will prepare the survey for paper and online submission as well. All members who complete the survey will be entered into a raffle at the Annual Conference. Membership committee members will donate an item each. Once done, the membership committee will compile results and post on website; in addition to, provide to the EBoard.

g. *Membership Video* – MW will start working on video for the committee. DT will forward pictures to her for use.

h. *Membership join website page* – <https://vmcta.org/join> - MW has updated items. Will review to make sure all complete.

#### **4.) New Business:**

*Membership price increase* – Will the EBoard announce or will the membership committee as it will be going up to \$45.00 in September. DT will contact Diane Judd and report back next month.

*Membership discount* – DT will ask the EBoard regarding a price discount for members joining half way thru the membership year. DT will also ask why September is the renewal date versus April after Town elections.

#### **5.) Other Business:**

*Committee description* – EBoard approval and has been updated

*Website Changes* – EBoard approval and has been updated

*Listserv Etiquette* – Eboard approval and has been updated. DT will send out on the ListServ as a refresher for all members.

**6.) Next Meeting Dates:** June 24, 2024, at 10:00 a.m.

**7.) ADJOURN:** A motion was made to adjourn the meeting at 11:05 am. {BHC/LT} There was no discussion and motion carried unanimously.

Received and filed by:

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Deb Tanguay

Chairwoman, VMCTA Membership Committee

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Peggy Neisner

Committee Clerk

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