



## STATE OF MAINE CHAPTER INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS

Executive Board Meeting  
October 20, 2022 10 a.m.  
Governor's Restaurant, Lewiston

### MINUTES

**Members Present:** Karen Scammon, President; Darryl McKenney, Vice President; Clint Swett, Treasurer; Julie Ethridge, Secretary; Judy Mathiau, Past-President; Joe St. Peter, Natalie Andrews

**Also Present:** Bill Brunelle

**Members Absent:** Nick Cloutier, Caitlin Thompson, Kerry Leichtman, Brent Martin

Meeting called to order at 10:03 a.m.

**Secretary's Report:** Judy moved to accept the minutes of the September 27, 2022 meeting. Joe seconded. Motion passed unanimously.

**Treasurer's Report:** Clint previously e-mailed the treasurer's report. Judy moved to accept the treasurer's report. Joe seconded. Motion passed unanimously.

#### Committee Reports

- **Education:** Nick e-mailed the following report:

Upcoming events/trainings:

**A)** CMAAO; 10/20 2-4pm via zoom: "Election of Officers & Ask Dave Ledew"

**B)** ME Chapter IAAO Annual Meeting: Nov. 17th, Augusta Civic Center

~ 4 Education Sessions are planned/confirmed, *see event Agenda*

~ Remaining education-related to-dos for Annual event:

- I will continue to follow-up with all presenters, to ensure they're well informed and fully prepared for the event.

- I will enlist 3-4 confirmed participants for the panel discussion segment and prepare them with advanced notice of desired talking points. Once panelists are confirmed, I'll let you all know.

- I am willing to introduce each education segment &/or announce transition periods to breaks but will defer if anyone else would like to do so instead.

~ Bill Healey has confirmed that he will provide a very brief update regarding the larger IAAO organization happenings/initiatives, given his involvement at that level. This could either be done during the business meeting, in place of the IAAO Rep Report, or at some other time during the event, whichever is preferred.

~ New MRS Education person, Heather Lee, will be attending the event. She stated that she is willing/able to set up an information table (like at Sebasco) if we would like her to do so. I told her I'd ask you all and get back to her. (The Board decided no table is needed, but if she'd like, she can do a short talk.)

- **Legislative:** Judy and Bill talked about the MMA Convention LD 290 session they attended. Judy also suggested a future education topic addressing the new legislation concerning accessory dwelling units.
- **Membership:** Julie reported she sent out the 2023 renewal notices last week and has received 16 renewals so far. We are ending 2022 with 136 members.
- **Audit:** Joe reported the audit was done and it went well; Clint has done a good job. Joe moved we accept the audit report. Judy seconded. Motion passed unanimously.
- **Nominating:** Notice of the slate of nominations went out to the membership to comply with the 30-day notice requirement in the by-laws.
- **Communications:** The board discussed the newsletter and made suggestions of what each issue should include. Some suggestions were: Member Spotlight, Retirements, Job changes, New CMAs.

#### **Sub-Committee Reports**

- **History:** Darryl reported he will have the history board set up for the annual meeting.
- **IAAO Representatives:** Since we no longer have IAAO representatives on the Board, it was decided to remove this from future agendas.
- **Website Renewal:** Joe moved we accept the Website Renewal contract as written. Clint seconded. Motion passed unanimously. Karen signed the contract. Clint issued a check in the amount of \$500 to Bill Brunelle upon approval of the contract.

#### **Old Business**

- **Annual Meeting:** Karen and Julie will put together an agenda for the business portion of the meeting. Julie reported that in the week since notices went out, there have been 32 registrations.
- **Public Administration Program:** Tabled

#### **New Business**

- **Confirm December 9<sup>th</sup> Meeting Date:** Confirmed.

Julie moved to adjourn. Joe seconded. Motion passed unanimously.

Meeting adjourned at 11:21 a.m.

Respectfully submitted,

Julie Romano Ethridge, Secretary