



**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS**

**Executive Board Meeting
February 1, 2024 - 2:00 p.m.
Auburn City Hall, 60 Court St, Auburn**

MINUTES

Members Present: President Darryl McKenney; Vice President Joe St. Peter; Secretary Barbara Brewer; Treasurer Clinton Swett; Past President Karen Scammon; Executive Board Members Natalie Andrews, Lauren Asselin, Terry Duff, and Brent Martin, and Amber Poulin (remote). Bonnie Baker was also in attendance.

Members Absent: None

Darryl called the meeting to order at 2:10 p.m.

Secretary's Report: Natalie moved to accept the minutes of the January 12, 2024, meeting as written. Clint seconded the motion. All were in favor and the motion passed.

Treasurer's Report: Clint reported a current balance of \$15,431.89. Natalie moved to accept the Treasurer's Report. Lauren seconded the motion. All were in favor and the motion passed.

Karen stated that she received a phone call from Travis Roy, President of the MAAO. Travis told her that MAAO doesn't have a checkbook, as they are supported through the MMA, and that the Green Ladle is requesting full payment for Bill Healey's reception today. Karen asked the Board if we could cover MAAO's portion should the Green Ladle press them for payment. We would then be reimbursed for that portion by the MAAO. Clint moved that Board cover payment for MAAO's half of the cost should the Green Ladle require full payment today. Natalie seconded the motion. All were in favor and the motion passed.

Darryl then mentioned that there was a question regarding funds recently disbursed to the recipient of the Ledew Scholarship and whether the course she requested meets the requirements set by the Ledew Scholarship Policy. Karen believed that because the course (Property Tax Institute) grants advanced credits that it was within the scholarship parameters. However, the policy provides a list of required courses associated with applying for an advanced CMA designation and PTI is not one of those courses. The question put forth was how to handle requested funds going forward. All agreed that the Board would be consulted prior to the disbursement of future funds. As a Board we can be lenient if a scholarship recipient simply needs advanced credit hours if they already have the required courses for advanced CMA designation they are seeking.

Standing Committee Reports

- **Education:** Natalie brought handouts regarding the winter meeting scheduled for March 7th at the Augusta Civic Center. She summarized the estimated costs and revenue on a spreadsheet using information regarding room rental, equipment, and selected food choices, from the Event staff at the Augusta Civic Center. Natalie also discussed other food options for the educational event. Barbara mentioned that when calculating expected revenue for the event to remember that the presenters and

Board members do not pay the fee to attend the meeting and those costs are covered by those that do. Natalie then mentioned that the last scheduled educational session of the day will be finalized as soon as possible. The agenda is being reviewed for advanced hours and she will include that information once the registration form is finalized.

- **Legislative:** Darryl stated that most bills are being tabled for this legislative session. The ability of the municipality to charge fees for short term rentals is expected to pass.
- **Membership:** Nothing to report
- **Audit:** Nothing to report
- **Nominating:** Nothing to report
- **Communications:** Joe reported that the newsletter is well underway. He may have to trim some articles as he has a lot of content for the newsletter, and he plans to include several photos as well. Joe expects the newsletter will be ready for issue around mid-February.
- **IAAO:** Joe discussed that Kerry Leichtman had reached out to suggest that the Board re-establish an IAAO representative as allowed by the By-laws. Because Bill Healey has been elected as Vice President of the IAAO, having an IAAO representative to support him might be helpful. Kerry also volunteered to be the IAAO representative should the Board agree. Joe moved that the Board re-establish the IAAO representative, and he further moved that Kerry Leichtman be selected to fill that role. Terry seconded the motion. All were in favor and the motion passed.

Ad Hoc Committee Reports

- **History:** Nothing to report

Old Business

- **ME Chapter IAAO: Tax Exempt Status Certification**

Clint is currently working on filing for the tax-exempt status certification for the Chapter.

- **Green Ladle Discussion**

The reception for Bill Healey is scheduled for this afternoon at 4:00 p.m. at the Green Ladle in Lewiston. Joe asked Darryl if he could speak on behalf of the Board, and Darryl agreed. Joe mentioned that there will be other welcoming remarks from the MAAO and attorney Joel Moser. Joe estimated that about 40 people have confirmed their attendance at this celebratory event.

- **Board Meeting Venues for Remainder of 2024**

Darryl did speak with MMA about the possibility of holding our monthly meetings in their building and though we would be allowed to meet there, there may be some associated charges, specifically \$75 for utilizing Zoom. Currently we can utilize Google Meet for remote participation, we simply need a camera and wi-fi. Darryl also inquired about holding our meetings at the Great Wall of China located behind the Augusta Civic Center, but it is a limited space without the ability to provide remote access. Darryl asked

for the Board’s input. Natalie stated that she likes traveling to different towns as do several other members of the Board. Darryl then suggested that we hold the meetings at Board members’ town halls. Town halls generally have technologically friendly meeting rooms at no cost. Darryl then asked for Board members to host the remaining dates on our calendar. Our next regular Board meeting will be hosted by Lauren in the Town of Gray, and the others are as follows:

<u>Meeting Type</u>	<u>Meeting Date</u>	<u>Meeting Host</u>
<i>Winter Meeting</i>	<i>3/7/2024</i>	-
Executive Committee	4/18/2024	Lauren
Executive Committee	5/16/2024	Natalie
Executive Committee	6/20/2024	Judy (Mathiau)*
Executive Committee	7/18/2024	Barbara*
Executive Committee	8/15/2024	Amber
Executive Committee	9/5/2024	Clint
Executive Committee	10/17/2024	Brent
<i>Annual Meeting</i>	<i>11/14/2024</i>	-
Executive Committee	12/19/2024	Joe

****Barbara and Judy switched dates as Judy was unavailable to host on July 18th.***

Just a point of clarification, the meeting host does not have to hold the meeting in their town hall if they prefer another venue. The only limitation would be to provide a space where we can use some type of technology to include those members who cannot attend in person. The meeting in July was tentatively planned to be held at Judy Mathiau’s home in Winslow as she so graciously offered this option last December. Lastly, the meeting scheduled for August is tentative as well, if we do not need to meet for annual meeting planning purposes, this meeting may be canceled.

- **Proposed By-Laws Amendments**

Joe wants to make it clearer in the by-laws that remote participation is allowed and presented his suggestions at the December Board meeting. No action was taken on the suggestions at that time. We will review these suggested changes at the April Board meeting and then propose finalized changes at the annual Chapter meeting for Chapter approval. Barbara had a couple of other suggestions to clarify the By-laws and the timing of stipends to Board members. She will bring her suggestions for those edits to the April Board meeting as well.

New Business

The next meeting is the Chapter meeting to be held at the Augusta Civic Center on March 7th.

Brent moved to adjourn the meeting, and Terry seconded. All were in favor. The motion passed and the Board adjourned at 3:13 P.M.

Respectfully submitted,

Barbara Brewer, Secretary