

Approved

**Maine Association of Assessing Officers
Board Meeting Minutes
MMA Augusta & Remote Access - Zoom
August 18, 2023, 11:00 AM**

Present: Travis Roy, Tammy Brown, Luke Vigue, Valerie Moon, Lewis Cousins, Ruth Birtz, Cindy Namer, Nick Cloutier, Darryl McKenney, Melissa White and Chelsea Carll (MMA)

Present via zoom: Taylor Burns, Elisa Marr, William Healey Jr.

Excused Absent: Theresa Duff

Call to Order: President Travis Roy called the meeting to order at 11:02 a.m.

It was determined there was a quorum of 7 to conduct business.

Secretary's Report: Tammy Brown presented the minutes from May 19, 2023, for review and approval.

Motion made by Ruth Birtz, seconded by Valarie Moon, all approved the May 19, 2023. Motion carried.

Treasurer's Report:

Lewis Cousins reported on the 2023 balances (Total Assets) and expenses approved as of May 19, 2023.

	JAN	FEB	MAR	APR	MAY	JUNE
BEG BALANCE	26,045.73	26,319.27	27,485.35	27,200.18	26,635.86	27,252.22
DEPOSITS	2,102.00	1,895.00	539.00	240.00	1,950.00	1,080.00
WITHDRAWELS	1,830.72	731.00	826.68	806.40	1,335.92	3,670.58
INTEREST	2.26	2.08	2.51	2.08	2.28	2.23
END BALANCE	26,319.27	27,485.35	27,200.18	26,635.86	27,252.22	24,663.96

CHECKS APPROVED			
B Healey	5.19	500.00	Scholarship/Endorsement
MMA Services	6.28	78.46	May
Sebasco	7.12	500.00	Fall Conf 2nd Deposit
Jordan (Sunday River)	7.12	2,500.00	2024 Fall Conf Initial Deposit
MMA Services	7.12	6.29	June
Total		3,584.75	

Motion made by Ruth Birtz, seconded by Darryl McKenney, all approved the financials as presented. Motion carried.

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Old Business

Committee Report

1. Audit/Finance (Usually no report until Annual Fall Conference)

- Darryl McKenney/Luke Vigue Report
No report.

2. Awards & Scholarship

- Elisa Marr/Tammy Brown Report
The awards meeting took place prior to the board meeting on Friday, 8/18, to review and select the nominees for the 2023 Assessor of the Year and the inaugural Legacy Award. 1 nominee has been selected for each award and will remain confidential until announced at the annual Fall Conference. There was one scholarship application that was reviewed and awarded to Laurie Gonska from Lyman.

3. Calendar/Advertisers

- Nick Cloutier/Theresa Duff Report
Nick gave a report on the current roster of advertisers for the newsletter this year and plans to solicit more for the coming year. There was discussion about prorating incoming advertisers for the remainder of 2023. Lewis noted that he had offered advertisers 12 months from the time the application was received. There was discussion about having a planner produced for 2023, and Nick is looking into print companies for options. All agreed to include current advertisers on the planner, even though it was not included in the 2023 ad package options.

4. Conference

- Tammy Brown/Travis Roy/Bill Healey Jr. Report
Bill reported that the committee recently met with MMA representatives to review the logistics of the conference. There are 3 vendors registered so far: Bronze sponsors CAI and Tyler Technologies, and Gold Sponsor, Vision Government Solutions. The menu has been chosen for the conference. As the restaurant will not be open for dinner options, the group will plan on a cookout on Wednesday night, and the spaghetti dinner on Thursday night. Tammy is looking into whether Sebasco can provide grills for the cookout (hotdogs, hamburgers, etc). Yoga attendance at 4, need 10 to hold the session. Lewis brought up the fact that attendees should be reminded via the listserv about the room block, as the hotel lists that they are full but the room block is still available through August 25. Darryl brought in a sample silent auction prize item, encouraged others to contribute.

5. Distance Learning

- Travis Roy/Lewis Cousins Report
There are no long-distance training courses scheduled at this time.

6. Education

- Bill Healey Jr. Report
Bill reported that the next training will be the Excel session in November in Augusta. Travis brought up a prospective collaboration with the Harold Alfond Center for the Advancement of Maine's Workforce and the Maine Campus Compact to cover half of the cost of the instructor fee for a future session. Nick brought up a successful collaboration with various groups to host an LD290 webinar, of which 180 people attended. There was discussion regarding sponsoring the Code Officials on training efforts.

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7. Ethics

- Travis Roy Report
No report.

8. Executive Board

- Ruth Birtz Report
The executive board met this morning to review applications and select nominees for the Assessor of the Year award and Legacy Award.

9. Historian

- Darryl McKenney Report
Rick Mace provided a copy of the 7th Annual Convention program booklet circa 1923, as well as an old tax bill.

10. Legislative

- Darryl McKenney Report
All LDs were carried forward.

11. Membership

- Theresa Duff Report
Travis reported that there are 310 total members - 252 Paid Members, 58 are currently unpaid.

12. Newsletter

- Lewis Cousins/Theresa Duff Report
Lewis and Theresa are compiling articles to include the Fall conference, and an article about the property tax school review by Bonnie Baker. They plan to distribute the newsletter by the week of 8/21.

13. Technology Report

- Elisa Marr/Taylor Burns Report
Website needs some updates, and the committee will continue to partner with the MMA on making them.

New Business

- Legacy Assessor Award
Nominee has been chosen.
- Assessor of the Year Award
Nominee has been chosen.
- Follow up discussions between MAAO and MCIAAO
Carried over from prior agenda, no current discussions.
- Photos for Website
Group will take a photo when all are present.

Approved

- Other
 - The IAAO Election is from November 1 – 15. Bill Healey Jr. is on the ballot as Vice President of the IAAO 2024.
 - Bill let the group know that MRS has been offered a complimentary booth at the conference.
 - Valarie offered to teach an IAAO course at no charge – trained to conduct a course on IAAO 101 (Intro to Real Estate) & IAAO 500 (Personal Property)
 - The following Slate of officers will be voted on at the Annual Meeting in September.

President: Lewis Cousins

Vice President: Luke Vigue

Secretary: Voted on at the January board meeting.

Directors: Darryl McKenney, Theresa Duff, Ruth Birtz. Bill Healey Jr. (replacing Elisa Marr, who will not be serving next year), and one open board seat remains (with Luke's move to VP).

Elisa contributed two nominations for the board open seat: Dean Prindle (Westbrook) and Brent Martin (South Portland). It was noted that Brent is not a current MAAO member. Any other nominations can be sent to Tammy or Travis.

Motion was made by Lewis Cousins to nominate Bill Healey Jr. to the vacant seat on the board. Motion was seconded by Darryl McKenney, all approved. Motion carried.

Adjournment: Motion made by Valarie Moon, seconded by Ruth Birtz, all approved to adjourn the meeting at 11:58 p.m. Motion carried.