

APPROVED

## **Maine Association of Assessing Officers Board Meeting December 15, 2023 11:00 a.m., MMA, Augusta & Zoom**

**Present:** Travis Roy, Tammy Brown, Luke Vigue, Lewis Cousins, Ruth Birtz, Cindy Namer, Nick Cloutier, Darryl McKenney, Taylor Burns, , and Chelsea Carll (MMA).

**Present via zoom:** Elisa Marr, Theresa Duff, Valerie Moon

**Guest:** Dean Prindle

**Excused Absent:** William Healey Jr.

**Call to Order:** President Travis Roy called the meeting to order at 11:09 a.m.

Travis Roy gave opening remarks of appreciation to the board as this is his last board meeting as President. He thanks Elisa for her time on the serving on the MAAO board as her term ends and congratulated Bill Healey on his appointment as IAAO Vice President.

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

**Secretary's Report:** Tammy Brown presented the minutes from August 18, 2023, for review and approval.

Motion made by Darryl McKenney, seconded by Valerie Moon, all approved the August 18, 2023 minutes. Motion carried.

### **Treasurer's Report**

Lewis Cousins reported on the 2023 balances (Total Assets) and expenses approved as of August 18, 2023.

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT
BEG BALANCE	26,045.73	26,319.27	27,485.35	27,200.18	26,635.86	27,252.22	24,663.96	23,435.46	30,539.38	35,593.00
DEPOSITS	2,102.00	1,895.00	539.00	240.00	1,950.00	1,080.00	2,579.00	7,914.00	5,787.00	8,851.00
WITHDRAWELS	1,830.72	731.00	826.68	806.40	1,335.92	3,670.58	3,809.46	812.29	736.15	27,809.19
INTEREST	2.26	2.08	2.51	2.08	2.28	2.23	1.96	2.21	2.77	2.27
END BALANCE	26,319.27	27,485.35	27,200.18	26,635.86	27,252.22	24,663.96	23,435.46	30,539.38	35,593.00	19,637.08

Lewis Cousins also reported in the November 2024 aging report that there are 3 balances that are over 120 days overdue. Chelsea Carll will provide the contact information for the 3 outstanding payments over 120 days and Travis Roy will follow up with these individual cases.

Motion made by Ruth Birtz, seconded by Taylor Burns, all approved the financials as presented. Motion carried.

**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  
Lewis Cousins reported that scholarship tuition support awarded to an applicant was used recently and the recipient was very thankful for the scholarship opportunity.
  
3. Calendar/Advertisers
  - Nick Cloutier/Theresa Duff Report  
Nick Cloutier reported that \$1,855 in revenue was collected from day planner sales. Nick asked the board whether they want to print the calendars for the future, and to consider a more affordable vendor moving forward. He reported that there are leftover calendars, and a discussion was held about what to do with them. Darryl McKenney suggested that Maine Revenue Services may want some and Nick will inquire.
  
4. Conference
  - Tammy Brown/Travis Roy/Bill Healey Report  
Tammy Brown reported on the evaluations composite from the conference. There were positive remarks from the selections of speakers, and a note that the attendees missed Kate Dufour this year for the Legislative Session. Darryl McKenney raised the need for a new IAAO Marshall and Swift course for a future conference.
  
5. Distance Learning
  - Travis Roy/Lewis Cousins Report  
No report. Lewis Cousins spoke that Northern Maine Spring Workshop training will be offered via zoom as well as in-person.
  
6. Education
  - Bill Healey Report  
Travis Roy spoke about Dave Cornell returning next fall for the excel training course. There was a possibility of hosting the IAAO 500 personal property course (weeklong) conducted by Valerie Moon. There was discussion about hosting the training and possibly hosting at Jeff's catering. Darryl McKenney spoke about Maine Revenue offering future trainings as well.  
There was discussion about adding the IAAO 500 program and consideration for adding this program to the contract with MMA. Travis Roy will be in conversation with Peter Osbourne about adding this offering in 2024 prior to signing the MMA Administrative Services Agreement for 2024.
  
7. Ethics
  - Travis Roy Report  
No report.
  
8. Executive Board
  - Ruth Birtz Report  
No report.

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### 9. Historian

- Darryl McKenney Report  
Darryl McKenney reported that he has secured 2 original Maine maps (20 more are in archives).

### 10. Legislative

- Darryl McKenney Report  
Darryl reported that Bill Burnell has submitted bills to be prepared for the new session in January, including a bill on stabilization. There was discussion about bills on tree growth.

### 11. Membership

- Theresa Duff Report – (310 total members - 252 Paid Members, 58 are currently unpaid)  
Tammy Brown inquired about when renewals will be sent, and Chelsea Carll reported that the mailing is in progress as of December 14, 2023.

### 12. Newsletter

- Lewis Cousins/Theresa Duff Report  
Lewis Cousins reported that December's newsletter is ready for distribution, and MMA will check in on the progress of getting the newsletter sent out.

### 13. Technology Report

- Elisa Marr/Taylor Burns Report  
Taylor Burns reported that the website is up to date. There was a question if listserv questions and answers can be archived on the website. Tammy will reach out to Melissa at MMA on how to do so.

## **New Business**

- MMA 2024 Contract  
See above discussion.
- Follow up MAAO Fall Conference  
Tammy Brown and Cindy Namer plan to visit Sunday River to tour the facility this spring.
- Legacy Award Recipient –Free Lifetime Membership  
There was a discussion on what is included with the Legacy award, and whether those honorees should receive an honorary lifetime membership.

Motion was made by Ruth Birtz to grant legacy award honoree with honorary lifetime membership, effective 2023. The motion was seconded by Lewis Cousins. All approved. Motion carried.

- Photos for Website  
Tammy Brown suggested the board contribute a picture of themselves for the website to be put into a collage for the website. She directed the group to contribute a photo to Luke Vigue for the newsletter by the next board meeting.
- Other  
-Lewis Cousins thanked Travis Roy for his leadership as he becomes past president.  
-Tammy Brown reminded the board that Committee appointments take place at the January meeting.

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-Darryl McKenney reported that the Maine International Chapter IAAO has lost Nick Cloutier as a board member, and that Darryl is the incoming president. He said that the Maine Chapter IAAO will be meeting third Thursdays of the month.

-Chelsea Carll sought clarification whether board meetings are in-person or hybrid. Travis Roy confirmed that meetings will primarily be in-person, but the board will request zoom link on an as-needed basis for meetings.

-Luke Vigue inquired about details on the newsletter regarding the content to collect, ads, and current events.

-Tammy Brown reported on the calendar for 2024 and sought board approval of the calendar.

Valerie Moon made a motion to approve the calendar as presented, seconded by Darryl McKenney. All approved, motion carried.

-Travis Roy thanks Elisa Marr as an outgoing board member for her time, and contributions to the newsletter.

- **Adjournment:** Motion made by Luke Vigue, seconded by Lewis Cousins, all approved to adjourn the meeting at 12:16 p.m. Motion carried.