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**Maine Association of Assessing Officers Board Meeting  
March 8, 2024 11:00 a.m.  
MMA, Augusta & Zoom**

Present In-Person: Tammy Brown, Dean Prindle, Taylor Burns, Nick Cloutier, Luke Vigue, Theresa Duff, Chelsea Carll (MMA)

Present via Zoom: Lewis Cousins, Cindy Namer

Guests: Bonnie Baker, Maine Revenue Services and Cathy Conlow, MMA Executive Director

Excused Absent: Valerie Moon, Ruth Birtz, Travis Roy, William Healey Jr., Darryl McKenney

**Call to Order:** President Lewis Cousins called the meeting to order at 11:01 a.m.

**Secretary's Report:** Tammy Brown presented the minutes from January 26, 2024 for review and approval.

Motion made by Theresa Duff, seconded by Nick Cloutier, all approved the January 26, 2024 minutes. Motion carried.

**Treasurer's Report:** Lewis Cousins reported on the financial reports as of November 30, 2023 and as of December 31, 2023.

Lewis Cousins reported that November and December financial reports were received, and there are several errors and are seeking MMA financial department clarity and revisions prior to review at the next board meeting.

### **Old Business**

#### **Committee Report**

1. Audit/Finance (Usually no report until Annual Fall Conference)
  - Luke Vigue/Darryl McKenney Report  
No report.
2. Awards & Scholarship
  - Tammy Brown/Valarie Moon Report  
Tammy Brown reported that Bill Healey and Valerie Moon are at IAAO Leadership Days in Kansas and reported that they have not received any scholarship applications to date.
3. Calendar/Advertisers
  - Nick Cloutier/Theresa Duff Report  
Nick Cloutier reported that advertiser solicitations are going well and is updating the marketing list of 170 vendors for futures solicitations. A number have

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responded with interest to advertise in the calendar and website, we are already at \$1500 budgeted revenue for advertising, and is on track to slightly exceed their goal for the year.

### 4. Conference

- Tammy Brown/Travis Roy/Bill Healey Report  
Tammy Brown reported that speaker positions are on track to confirm their agenda and Tammy wishes to visit the venue prior to the next meeting.

### 5. Distance Learning

- Travis Roy/Lewis Cousins Report  
No report.

### 6. Education

- Bill Healey/Dean Prindle Report  
No report. Tammy reported that the BAR training will not be hosted by Sally Dagget, but someone from her office.

### 7. Ethics

- Travis Roy/Dean Prindle Report  
No report.

### 8. Executive Board

- Ruth Birtz Report  
No report.

### 9. Historian

- Darryl McKenney Report

### 10. Legislative

- Darryl McKenney/Valarie Moon Report  
Nick Cloutier attended a meeting for the Maine Chapter IAAO yesterday and spoke to an MMA representative who participated in the meeting, and presented updates on a solar bill, and LD1 Levy Unit, which may be repealed. Open Space bill and Working Waterfront bills have not been voted upon. There was a group discussion about a bill regarding tree growth. Nick reported on proposed legislation regarding a tree growth bill (raising acre limits), and does not anticipate it to be voted upon this year.

### 11. Membership

- Theresa Duff/Cindy Namer Report (319 Members, 92 are currently unpaid)  
Theresa Duff requested feedback regarding membership counts. The group discussed how to follow up with unpaid members post the second notice. Chelsea

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with MMA will report back on when second notices are due. Tammy clarified that aging reports do not include members unpaid.

### 12. Newsletter

- Luke Vigue Report

Luke Vigue reported that the first draft of the newsletter was submitted to MMA last week and will be turned around in about three weeks. He spoke to some articles that did not come in in time. There may be another article coming in late celebrating Bill Healey, so the newsletter may be later than planned. There was a discussion on how to solicit more articles. Nick brought up an idea of referencing archives from the listserv in a future newsletter. Lewis Cousins brought up the need to include job listings and a quotes/quips section from assessors.

### 13. Technology Report

- Taylor Burns Report

Taylor Burns reiterated how to find archives from prior listserv correspondences and sent the link to retrieve them to the board.

## **New Business**

- Update on MMA EBIZ

Lewis Cousins reported that there was a discussion at length at the last board meeting and circled back on whether the board wishes to continue with the credit card portion on ebiz. He invited the board to speak more to this question and whether to pursue with the current ebiz arrangement.

Motion by Tammy Brown, seconded by Theresa Duff to continue with ebiz and credit card transactions. All approved. Motion carries.

Lewis addressed the confusion and miscommunication between MMA and MAAO regarding the ebiz arrangements.

Cathy Conlow, MMA Executive Director, spoke on the affiliate services dept behalf to speak to staff turnovers, including a new incoming CFO, Shelly Page, and new HR director that has impacted our services. She expressed that she appreciates the board's patience during this transition.

Nick Cloutier inquired as to the staffing structure of MMA Educational and Affiliate Services. Chelsea Carll spoke about her role, the admin assistant's role, as well as the leadership structure at MMA.

- Northern Maine Spring Workshop

Lewis Cousins spoke to the Northern Maine Spring Workshop coming up on April 19, and encourages the group to join.

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- Photos for Website

The group spoke about having photos collected for the website, and the group would like to take a group photo at some point.

- Other

Bonnie Baker reported that they have courses planned for this year including PTI in June, Property Tax School in August, and an IAAO course in October.

- Adjournment

Motion by Luke Vigue, seconded by Theresa Duff, to adjourn the meeting at 11:45 AM.