

**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS
Executive Board Meeting
November 8, 2013 - 9:30 a.m.
MRS, Augusta**

MINUTES

Members in attendance: Helen Taylor, President; Kerry Leichtman, Vice President; Matt Sturgis, Treasurer; Julie Romano, Secretary; Wade Rainey, Past President; Judy Mathiau, Cathy Donovan, Martine Painchaud.

Members absent: Kyle Avilla

Guests in attendance: Jeff Kendall, MRS

SECRETARY'S REPORT: Julie reported that she had e-mailed the board members the minutes of the October 11, 2013 meeting. Judy moved, Martine seconded, that we accept the minutes as written. Motion passed.

TREASURER'S REPORT: Matt reported that he and the audit committee are scheduled to meet after this board meeting.

Activity this year:	Beginning Balance 11/30/2012	Deposits	Withdrawals	Current Balance 10/30/2013
Savings:	\$11,446.74	\$ 1,969.85	\$ 0.00	\$13,416.59
Checking:	\$ 1,163.40	\$ 5,607.95	\$ 4,086.89	2,684.46

COMMITTEE REPORTS

- **EDUCATION REPORT:** Matt reported that the agenda for the annual meeting is all set and everything is confirmed. He stated that because there is no charge for the room, we should make a good profit on this meeting. Julie reported that to date, 32 members have registered for the meeting.
- **LEGISLATIVE REPORT:** Kerry reported he attended the Non-Profit Task Force meeting on October 30 and that they have been tasked with finding a way to tax non-profits. The committee was originally to have finished their work by December 1st, but it has been pushed forward to mid-December.
- **MEMBERSHIP REPORT:** Julie reported there have only been 19 renewals of membership to this date, with only 1 taking advantage of the Two for One offer.
- **AUDIT:** Cathy reported that the audit committee will be meeting with Matt after this Executive Board meeting.

NOMINATING: Nominations have been mailed to all members and are all set to be voted on at the Annual Meeting.

- **NEWSLETTER:** Kerry brought a draft of the newsletter. He will make the edits the board suggested and e-mail to all board members for review on Tuesday morning. Once review is complete and any necessary changes made, he will e-mail final copy to Julie for distribution via e-mail to the membership..

OLD BUSINESS:

- **ANNUAL MEETING:** Julie stated she will type an agenda for the business portion of the meeting and e-mail to board members. She will also bring copies to the meeting for members.
- **CHAPTER WEBSITE:** Judy suggested we meet with Ben Greely at December's Board meeting on December 13th. She also suggested we move the meeting to Waterville, to make it easier for Ben to attend. The board agreed to meet at Mainely Brews in Waterville at 11am and to ask Ben to arrive at noon, giving us an hour to conduct other business before his arrival. The board discussed what we would like to see on the webpage; lists of those ideas are attached.
- **PROPERTY TAX SCHOOL:** The board discussed ideas for what to include in the class we are offering at property tax school – "The Day in the Life of an Assessor". (List attached.) We will circulate a signup sheet at the annual meeting for anyone who would like to serve on a subcommittee to further develop the class.

- **MMA 2014 CONVENTION BOOTH:** Judy reported that the cost for a booth at the convention, for two days, would be \$550. The board agreed we should invite MAAO to join us and share the cost, and to also invite CMAAO.

NEW BUSINESS:

- **CHAPTER IAAO REPRESENTATIVE:** Judy moved that we reappoint Matt as the Chapter's IAAO representative; Cathy seconded the motion. Motion passed.
- **MAAO MEETING DATES:** Julie reported to the board that Rick Mace, President-elect of MAAO, has scheduled the board meetings for MAAO to fall on the first Friday of the months' they meet so as not to conflict with our board meeting dates.
- **COFFEE REIMBURSEMENT:** Wade moved that the board reimburse Judy for the coffee she purchased for the last two board meetings; Martine seconded the motion. Motion passed.

Wade moved, Martine seconded to adjourn the meeting. all in favor. Meeting adjourned.