

**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS
Executive Board Meeting
June 20, 2014
9:30 a.m.
MRS, Augusta, ME**

MINUTES

Members in attendance: President Wade Rainey, Vice President Kerry Leichtman, Treasurer Matt Sturgis; Board Members Kyle Avila, Judy Mathiau, Cathy Donovan and Martine Painchaud. Jeff Kendall and Laurie Thomas of the Property Tax Division were also present.

Members absent: Secretary Julie Ethridge and Past President Helen Taylor

SECRETARY'S REPORT: Judy took the minutes last month.

Martine moved, Matt seconded, to accept the minutes submitted by Judy, of April 11, 2014 as written, all in favor.

TREASURER'S REPORT:

Matt reported that there are 2 outstanding invoices, Maple Hill and Spring Meadows. These payments were contingent on the \$5,000 reimbursement from the State for last year's IAAO class at the property tax school.

Matt has secured our organization as a state vendor so that we may also receive an additional \$1,000 from the state for the same course. He would like to meet with an accountant to apply as a non-profit.

He reported the following:

\$7,757.81	checking account
\$5,498.22	savings account

Cathy moved, Martine seconded, to accept the treasurer's report as submitted.

COMMITTEE REPORTS:

Education – The Board felt that the May chapter meeting went well and Kyle felt we should follow up on the Terfloth case. Judy mentioned that the set up for the speakers was awkward, with no place to sit and present, but it all worked out.

Matt is working with Bill Healey (MAAO) to offer a session at the MMA Convention.

Matt asked for ideas for the Fall Chapter meeting which will be held at the Wishcamper's Center and the board agreed to e-mail him with suggestions. He also stated that Maple Hill has become too expensive to reap a profit which cost us \$5 per person above and beyond the expense and suggested a different venue for next year.

Matt moved, Kerry seconded to have the winter chapter meeting at the Calumet Club in Augusta next year, all in favor.

Legislation – Kerry said that the BETR still exists for retail due to the municipal officials and businesses having the same objective.

Membership – Matt said that 2 new people had applied. There was a discussion on the effective date of membership on a new application. Judy suggested that if a new applicant applies within six months from the end of the current membership (May 1st or after), that they extend the membership into the next full year (November 1st – October 31st)

Martine moved, Matt seconded to extend a "new" membership to the next full year if the application is received on or after May 1st, all in favor.

Audit - Nothing to report

Nominating - Martine made note that both Kyle and Judy's office expires October 31st this year and she asked if they wanted to be nominated to serve another two years. Both Kyle and Judy said yes, if that was the Board's wishes.

Newsletter – Kerry's next issue will be pre-tax school and will include a summary of the sponsored session, president comment and a Terfloth follow up.

OLD BUSINESS:

Property Tax School –Kerry and Judy are all set for their class. Kerry explained that the purpose was to share with new assessors how to administer the day to day responsibilities consistently and legally. Kerry also mentioned that he has set up again with Gritty's for entertainment at the school Monday night.

MMA Convention Booth - Judy had submitted the exhibitor registration which states the official exhibitors as Judy, Kyle, Rick Mace and Darryl McKenney of MAAO. Judy presented Matt with the invoice in the amount of \$550 to be paid to MMA. MAAO has agreed to share the cost of the fees involved. Judy will write them a letter with a request for payment to include half of the registration fee and half of the sign cost. Judy also asked that Matt try and get IAAO swag to give away at the booth, and perhaps a shirt or two for both Kyle and Judy and also for the basket give away.

Convention Education – Matt and Bill Healey are working together on a presentation at the MMA Convention. It will be on Wednesday for 1-2 hours.

Recognition Award - Kerry suggested 2- 3 awardees to be recognized at the annual chapter meeting with a gift certificate from LL Bean.

Kerry moved, Martine seconded, to recognize 3 people with awards and a gift certificate at the annual chapter meeting, all in favor.

Welcome Letters – It was agreed at last month's meeting to send a welcome letter to new CMAs and CATs, however it was unclear as to the effective date of the membership for a new applicant. This was decided and voted earlier in the meeting. Judy will send letters to the new assessors from the list provided by Jeff Kendall. It was agreed that the welcome letters would be sent at this time again next year.

Chapter Meeting Speakers and Gifts – it was agreed by the board that we need to present a speaker with a \$25 gift card and a free lunch at future meetings as previously voted.

NEW BUSINESS:

Secretary's Resignation – Julie Ethridge has been unable to perform her secretarial duties or attend recent board and chapter meetings due to her new role as caregiver. She expressed her regret and asked that the Board recognize her nonattendance as a leave of absence, rather than a resignation. Judy, who has been filling in for Julie, made note that she was willing to continue as acting secretary at the Board's preference. It was noted that Julie's term does not expire until 2015.

Matt moved, Kerry seconded that Judy will assume the secretarial duties in an acting capacity until further notice, all in favor.

Reimbursement – Judy requested reimbursement for the board meetings refreshment and asked if members wanted to continue to have coffee which they agreed to.

Board Meeting Dates – Wade said that he would like to see the set meeting dates remain because it is easier for him to plan his time. We agreed that attending these meetings is a priority and we will continue to meet every second Friday.

The next executive board meeting will be held July 11th at Cathy's camp on the Old Stage Road in Readfield at 10:30 a.m. August is tax school and the next scheduled meeting will be September 12, 2014.

ADJOURN: Matt moved, Kerry seconded, that we adjourn at 11:05 a.m., all in favor.