

**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS
Executive Committee Meeting
April 15, 2016 * 9:30 a.m.
MRS, Augusta, Maine**

MINUTES

Executive Committee Members in attendance: President Kerry Leichtman, Vice President Judy Mathiau, Past President Wade Rainey, Directors Clint Swett, Kyle Avila, Martine Painchaud and Susan Russo.

Also present was Nichole Philbrick of MRS

Members absent: Treasurer Matt Sturgis

The meeting opened at 9:40 a.m.

SECRETARY'S REPORT:

Wade moved to accept the 3/11/16 minutes as written, seconded by Martine, all in favor.

TREASURER'S REPORT:

Matt was not present, but previously submitted his report to President Kerry Leichtman.

COMMITTEE REPORTS:

Education – Kyle reported that the Tax Institute is anticipated to be successful. Nichole reported that 40 will attend on Wednesday and 57 have enrolled for the Thursday session. Kyle also reported that he had a few ideas for the November Chapter meeting, including “specialized properties” and subdivisions and asked that committee members weigh in with their ideas for the next board meeting.

Other upcoming educational opportunities include the MMA Convention to be held in Bangor this fall. Judy had suggested that a panel of reps from the different assessor organizations was once done a few years ago and went well. Kerry will contact Bill Healey with this idea.

Judy and Kerry attended the MMA Affiliate Meeting in Augusta along with Tammy Brown and Ruth Birtz of MAAO. The new MMA Director, Steve Gove was very receptive to the attendees. He announced that the Salary Survey will be up and running again as an on-line resource, as well as grants available.

Legislation – Geoff Herman is working on restoring the Maine Revenue Sharing to municipalities.

Membership – Judy reported 114 active paid members.

Audit – Nothing to report.

Nominating – Nothing to report.

Newsletter – Judy said that she still plans on publishing the newsletter two weeks into May.

History –Wade has the display board and will bring it to the PTI. Kyle and Judy agreed to provide the material for the board, including a membership photo, resources and other data.

OLD BUSINESS:

CMA Levels – Kerry said that he, Judy, Tammy Brown, Ruth Birtz, Bill Brunelle, Jeff Kendall, Nichole Philbrick, Justin Poirier and Bill Healey met the week before to discuss the draft Rules and Regulations for Training and Certification. The Property Tax Division is looking for feedback and hope that the draft will become official in late fall of this year.

By-Laws – Judy said that she had been contact by Haley Rees, from the IAAO headquarters, announcing that our current by-laws are approved, however, they recommended different wording for section 3.4 regarding tie votes. Judy told Haley that the language came directly from their own by-law sample available on-line. Haley was very surprised, apologized and said they would need to change their sample. The board agreed to leave the by-laws as is until a future change is needed, at which time, this can be addressed.

NEW BUSINESS

Secretary Resignation – due to family needs, Julie Ethridge had to resign from the secretary position. All records were given to Martine and brought to the meeting. The committee agreed that Julie would be missed deeply and that well wishes are acknowledged.

Appointment of Secretary – Wade, as nominating chair, nominated Clint Swett as secretary.

Judy moved to appoint Clint Swett to fill the Chapter Secretary vacancy through the term ending December 31, 2017, seconded by Martine, all in favor.

Susan said that she would be willing to assist Clint as needed. Judy agreed to take all records, organize and create records for the history committee. Also, Judy will create a procedure for the secretary that can be administered in future years and will submit this as well as the records to the new secretary at the next board meeting.

Wade will make a nomination at the next board meeting for a director to fill Clint's vacancy.

Board of Assessors Training – Kerry said that he was approached by a member suggesting training videos for local Boards of Assessors. Kerry said he would contact the Maine Media Workshop in Rockport to request filming assistance. Clint added that Brunswick is currently working on a video showing the inspection process, which will be available on-line shortly. They are currently undergoing a reevaluation and thought it would be good PR.

JATA – Just Ask the Assessor – Judy proposed a program that would involve our chapter membership. She would like to create a survey that would ask members if they would be willing to participate as a mentor to new assessors. The survey would ask what their specialties are, if they could be contacted and perhaps even be willing to allow the new CMA to shadow for a day. She will create the survey and distribute to the board for feedback.

Future New Business – Manager Outreach

Wade moved to adjourn the meeting at 11:10 a.m., seconded by Martine, all in favor.

*Respectfully Submitted By
Judy Mathiau, Vice President*