



**STATE OF MAINE CHAPTER  
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS**

**Executive Board Meeting  
April 13, 2018  
Maine Revenue Services, Augusta, Maine**

**MINUTES**

**Members Present:** Judy Mathiau, President; Kyle Avila, Vice President; Matt Sturgis, Treasurer; Julie Ethridge, Secretary; Kerry Leichtman, Past President; Clint Swett, Phil Drew, Karen Scammon

**Also Present:** Nicole Philbrook, MRS; Justin Poirier, MRS

**Members Absent:** Darryl McKenney

Meeting called to order at 9:40am

**Secretary's Minutes:** Kyle moved, Matt seconded, we approve the minutes of the March 3, 2018 meeting.

Motion passed unanimously.

**Treasurer's Financial Report:** Matt reported bank balances as follows: checking \$7,884.60, savings \$7,122.14

**Committee Reports:**

- **Education:** No report
- **Legislative:** Justin explained the Governor's bill concerning elderly foreclosure, which is moving forward to the next step in legislation.
- **Membership:** Julie reported there are currently 120 active members. Julie will report back how many of those active members have free memberships and how many of last year's new CMAs with free memberships renewed this year.
- **Audit:** No report
- **Nominating:** No report
- **Newsletter:** Judy is working on the next issue, which should be ready for review the first week in May and published late that same week. The President's Message will be about the Affiliate Meeting she and Kerry recently attended. If anyone has articles or topics of interest for this issue, they need to be to Judy by April 25, 2018.
- **History:** Kyle reported he is updating the photos on the board.

**Old Business**

- **PTI:**
  - Justin gave an update on the PTI schedule. David Cornell will teach the IAAO Workshop on Depreciation. The Chapter will hold its Spring Meeting Wednesday, May 16 from 7-9pm. There will be a bus to take anyone interested to downtown Bethel on Thursday afternoon from 2-5pm. There are currently 30 people signed up to attend.

- Judy went over the checklist for the Board:
    - History Board, Newsletters – Kyle
    - Applications/brochures – Julie
    - Coupon for Sunday River Weekend giveaway – Kyle
    - Hospitality room snacks and mixers (no alcohol) – Kyle & Kerry
    - Signup Sheet for credit hours – Julie
    - Games, decks of cards – Judy and anyone else who would like
- **Membership Survey:** Judy handed out a list of questions for the board to go over and reply by e-mail with comments. Matt is looking into Survey Monkey and will inform the board of his findings by e-mail
- **MMA Convention Exhibit:** Clint presented a sample display. Discussion included using Clint's example as a brochure and having a display with more white space. MAAO will pay for half the cost of the board. Clint will contact the MAAO members working with him and will come back to the board with a second draft.
- **MRS Fall IAAO Course Update:** Justin reported that MRS is sponsoring IAAO Course 101 at Seasons in Portland the week of October 29 through November 2, 2018. John Ryan will be the course instructor. Cost for the course will be no more than \$400, excluding the optional book. Julie moved, Kerry seconded, that we contribute funds to allow for a \$25 discount to Chapter members. Motion passed unanimously.

### New Business

- **IAAO Instructors:** Bill Healey & Dan Robinson were unable to attend the meeting. Kerry will talk with Bill and report back to the board. Questions he will ask are:
  - What is his contractual agreement with MAAO after passing the instructor training?
  - Will he need to take instructor training for each course he teaches?
- **MMA Convention:** MMA suggested we hold just one half day session as the schedule is filling up. Kyle will look into what is already being offered and reach out to Bill Healey to discuss possible topics for a joint session with both ME Chapter IAAO and MAAO.
- Judy suggested we have a joint membership meeting/luncheon.
- **Thanks for Giving food drive:** - Kerry presented the board with information about a "Thanks for Giving" food drive program, which was started by Gina Merry and which Joe Merry, Craig Skelton, and Jim Thomas are working to expand. (Info attached). Joe, Craig, and Jim are asking for a donation of \$100-\$200 for initial funding. Kyle moved, Matt seconded, that Kerry communicate that we will need more information before we can commit. Motion passed unanimously.
- **Sherry Vermillya Award:** Matt informed the board that Cathy Jamison will be receiving the Sherry Vermillya Award from the NRAAO.

Matt moved, Kyle seconded, we adjourn the meeting. Motion passed unanimously.

Meeting adjourned 11:15am

Respectfully submitted,  
Julie Romano Ethridge

