



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

**Executive Board Meeting
September 21, 2018 – 9:30am
Maine Revenue Services, Augusta ME Room 136**

MINUTES

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

Members Absent: Darryl McKenney

Meeting called to order 9:35am.

Secretary's Report: Kyle moved we accept the minutes of the July 13, 2018 Executive Board Meeting; Kerry seconded. Motion passed unanimously.

Treasurer's Report: Matt reported checking account balance of \$4904.08 and savings account balance of \$7182.74.

Committee Reports:

- **Education:** Kyle reported the agenda for the November 16th Annual Meeting will include the following:
 - Dissecting Appraisals, Jim Murphy, Jr., & Brent Martin
 - Common Mistakes on the MVR, Nicole Philbrook, MRS
 - Sales Ratio Studies, Linda Lucas, MRS
 - Legislative Update, MRS

Matt has secured the meeting space at USM. The Wishcamper Center was booked so we will be meeting in a different room in the same building. We will need to have signage.

- **Legislative:** The Board discussed recently passed legislative bills concerning Form 706A, mediation requirement for appeals to the State Board, and elderly tax liens.
- **Membership:** Julie reported there are currently 123 paid 2018 members and one paid 2019 member. Renewal notices will be sent out mid-October.
- **Audit:** No report.
- **Nominating:** Nominations are needed for Treasurer, Secretary, and 2 Directors (Clint & Karen's terms expire this year. Kerry and Julie will work on this.

- **Newsletter:** Judy reported the next newsletter will go out before Columbus Day weekend. Anyone with items for newsletter should submit by next Friday, September 28th.
- **History:** Judy is gathering information on the history of assessing in Maine for the history board.

Old Business:

- **Membership Survey:** Matt reviewed the survey responses with the board. There were a total of 120 responses; 31 on Staff Development and Education, 48 on IAAO, and 41 on ME Chapter IAAO. The overall feedback was positive and will be helpful to the board in planning. It was suggested that the results be shared with Town Managers and possibly an article in the Maine Townsman. Matt and Phil will share the survey results at the annual meeting in November.
- **MMA Convention**
 - **Exhibit Booth:** The MMA Convention Assessors' booth will be manned by Judy and Kyle (ME Chapter IAAO) and Darryl McKenney and Rick Mace (MAAO). Judy will bring membership applications and JATA flyers.
 - **Education & Luncheon:** Karen reported that there are 500 attendees signed up for the convention as of 9-20-18. The classroom will be set up for 70 people; lunch will be in the same room. Karen will get back to MMA to clarify how lunch will be served; cafeteria style or classroom style. Karen will finalize the list of people to be on the panel. Karen will create a notice to be sent to the membership.
- **MRS Fall IAAO Course:** Jeff reported there are currently 21 people signed up for the IAAO Course 101 to be presented in Portland October 29 – November 2, 2018. John Ryan will be the instructor. There was discussion about how the Chapter could support this class. Jeff said the best way to support would be to allow MRS to cut a check to the Chapter for the cost of the course and related expenses and for the Chapter to disperse payments to vendors.

Kerry moved the board authorize President Judy Mathiau to enter into a financial arrangement with MRS to cosponsor the upcoming IAAO Course 101 being presented October 29 – November 2, 2018. Matt seconded. Motion passed unanimously.

- **MMA Appreciation Lunch:** Darryl was scheduled to attend but missed it. No report.

New Business:

- **MAAO Fall Seminar Booth:** Judy reported that the History board was well received at the free booth MAAO allowed us at their Fall Seminar in Sebasco.
- **IAAO President Meeting** – Judy and Kerry reported on their meeting with the President of IAAO, Dorothy Jacks. They discussed our concerns with cost and availability of IAAO courses. Ms. Jacks

said IAAO has hired a new education specialist and that one goal of IAAO is to offer all courses online. Kerry plans to write a follow-up letter to Ms. Jacks.

- **Chapter Educational Meetings:** After reading many of the survey answers concerning education and the cost to take IAAO courses or any course that requires multiple days away from the office, the board decided to add another educational meeting to the annual calendar. It was decided that the Winter Meeting, which is usually held in February will be moved to January (in Lewiston) and a March meeting will be added in Augusta. Tentative dates for this year's meetings are January 8th and March 15th.
- **IAAO Instructor:** Kerry informed the board that Jim Thomas is interested in becoming certified as an IAAO instructor and is willing to become certified in whatever class is most needed. Kerry will draft a survey with list of courses to ascertain which courses are most in demand. He will bring it to the annual meeting for the membership to fill out and return that day.
- **IAAO Representatives:** IAAO has changed their policy from allowing four representatives to allowing just two. Kerry will resubmit the application for himself and Kyle.

Kyle moved to adjourn the meeting; Phil seconded. Motion passed unanimously.
Meeting adjourned 12:05pm

Respectfully submitted,

Julie Romano Ethridge, Secretary