



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

**Executive Board Meeting
October 19, 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, Darryl McKenney, Nichole Philbrick, MRS

Meeting called to order 9:40a.m.

Secretary's Report: Kerry moved, Matt seconded, we accept the minutes of September 21, 2018 Executive Board Meeting. Motion passed unanimously.

Treasurer's Report: Matt reported balances are unchanged from last month apart from one check in the amount of \$150 to USM as room deposit for the annual meeting. He will have a complete report for the annual meeting on November 16, 2018.

Committee Reports:

Education:

- Kyle reported the agenda is set for the annual meeting. Julie will distribute it to the membership next week.
- The Winter meeting is confirmed for January 18, 2019 at the Lewiston Regional Technical Center. Topics will include Utilities with Bill Van Tuinen, Section 706A with Joel Mosher, and a legislative update on LD1629 by MRS.

Legislative: No report.

Membership: Julie reported there are currently eight members for 2019; six of those were a direct result of the application in the Newsletter. Letters were sent to six new CMAs on September 27th; one person has taken advantage of the free membership. Renewal notices will go out next week.

Audit: Clint reported he and Cathy Jamison met with Matt to audit the books on October 18, 2018. Accounts balanced. Matt will close out both accounts in January when Clint takes over as treasurer and Clint will open new accounts at Bath Savings Bank with Julie as the second authorized signature.

Nominating: Our by-laws require that the membership be notified at least 30 days prior to the annual meeting of the nominations for the Executive Board; this notification was made through the newsletter

on October 1st. Nominations are: Clinton Swett, Treasurer (finishing Matt's term, expiring 2019), Caitlin Thompson, Director (expiring 2020), Karen Scammon, Director (expiring 2020)

Newsletter: Judy reported the next newsletter will go out in January.

History: No report.

Old Business:

MMA Convention Follow Up: Karen reported the class was well attended and went well. There were issues with the lunch service. Judy will contact MMA about those issues and how we can work together to be sure they don't happen again.

MRS Fall IAAO Course: Nichole reported there are 24 people signed up for the IAAO Course 101 being held in Portland beginning October 29th. Of those, five are MRS employees.

IAAO Instructor Discussion: Tabled until next meeting.

Follow-Up Letter to Dorothy Jacks: The board reviewed and discussed a follow-up letter Kerry wrote to Dorothy Jacks, IAAO President. Kerry will rework the letter and e-mail to the board before sending it to her.

New Business:

Property Tax Institute 2019: Kyle, Kerry, and Judy have been meeting with Justin and Nichole to discuss possible topics for PTI, which is being held May 8-10, 2019. Some topics include: Marshall & Swift (Residential or Commercial), IAAO Forums 917 (How to Critique an Appraisal) or 931 (Reading and Understanding Leases).

IAAO Annual Conference 2022: Judy received an e-mail from the Massachusetts Chapter of IAAO requesting a supportive letter be sent to IAAO for the IAAO Conference 2022 to be held in Boston. Bill Healey of MAAO and Justin Poirier, MRS, will also be sending supportive letters.

Annual Meeting Pens: Judy brought a sample pen with the chapter logo and suggested we could order them to hand out at the annual meeting. **Kyle moved, Darryl seconded, we purchase 100 pens to be handed out at the annual meeting. Motion passed unanimously.**

Julie moved, Kerry seconded, we adjourn the meeting. Motion passed unanimously.
Meeting adjourned 11:40am.