



**STATE OF MAINE CHAPTER
INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS
Executive Board Meeting
April 19, 2019 – 9:30 a.m.
Maine Revenue Services, Augusta ME Room 135**

MINUTES

Members Present: Judy Mathiau, President; Kerry Leichtman, Past-President; Clint Swett, Treasurer; Caitlin Thompson

Members Absent: Kyle Avila, Vice President, Julie Ethridge, Secretary; Darryl McKenney, Phil Drew, Karen Scammon

Also Present: Jeff Kendall and Nichole Philbrick, MRS

Meeting called to order at 9:35am

Secretary's Report: Minutes of February 8, 2019 tabled due to lack of quorum.

Treasurer's Report: Clint had previously e-mailed the bank statement transactions to the executive board.

COMMITTEE REPORTS:

Education:

- **Property Tax Institute 2019 Update:** The Executive Board discussed PTI with Jeff and Nichole. Jeopardy will be the first night, Chapter meeting the second night.

The table at PTI will include JATA brochures, raffle sign up, Chapter Meeting flier (Judy) and the history board (Darryl); Kerry has secured a free two-night stay at Sunday River, which will be drawn at the chapter meeting, must be present to win; two Amazon cards and possibly two free chapter meeting certificates will be drawn Friday morning.

At the beginning of the PTI Wednesday morning, a brief introduction about the chapter meeting and drawings will be presented by Judy.

- **MMA Convention/Speakers:** At the February meeting, the board agreed to have a booth in Bangor and to provide joint sessions with MAAO. Darryl said that Craig Skelton was willing to do a session and Clint and Judy would man the booth, alternating with Darryl and one other from MAAO. However, in further discussing the fall event at this meeting, Kerry said that he was disappointed with the last Bangor convention. Educational space was minimal, and there was a lack of attendance by assessors. He did not

feel it was worth our time and expense to have participated and he questioned whether we should attend this one. The board agreed that it might be a good idea to forego this convention and plan for next year in Augusta, where there is more access to educational sessions and a better attendance at the exhibit booth. Judy said she would contact Bill Healey to see what they think.

Legislative:

- **LPC Meeting:** Judy attended the 2nd Legislative Policy Meeting on March 28th and plans to attend the April 25th meeting. She handed out a summary of bills pertaining to assessing. She will report back after the next meeting of the LPC.

Membership: No report

Audit: No report

Nominating: No Report

Newsletter: The next newsletter will be published in July. In the meantime, a document prepared by Kerry pertaining to the taxation committee and how to prepare to testify, will be sent out to our membership.

History: No report, however Judy noted how well Darryl did with the board at the March chapter meeting.

OLD BUSINESS:

- **MMA Affiliate Group Meeting:** Kerry and Judy attended this meeting on April 12th. Both agreed that there was not much to share except that all municipal positions are subject to the difficulty in recruiting, training and retaining people. One idea by an attendee was to have a municipal job fair at MMA; Judy suggested that the JATA brochure be included with the newly elected officials workshop put on by MMA. At this meeting, another idea might be to create round table discussions between municipal officials, sharing ideas on the issues they face.
- **Membership E-Mail Policy:** Caitlin presented two possible contact programs, designed to reach out to a membership through e-mails, surveys and meeting registrations. The first program called **CONSTANT CONTACT** has a basic version at \$168 per year and includes tracking audience participation and auto resend. The deluxe model is \$378 per year, including rsvp, event marketing, surveys etc. A second program called **MAIL CHIMP** is free if you agree to run an ad banner, or \$120 per year (without ads), and with a 15% discount to non-profit entities. The program includes all capabilities as **CONSTANT CONTACT**.

Caitlin demonstrated the **MAIL CHIMP** which was user friendly and easy to set up. She will create an IAAO Board Group to demonstrate the program.

Judy suggested that perhaps the committee titled "Newsletter" be changed to "Communications" and include the Newsletter, Chimp Master and Web Master. This will be discussed at the next board meeting.

- **Rural Task Force:** Judy said that there was a lag in communication due to illness. The chair of the committee, John Isbell, had requested that the members respond to Jan Bernard with their ideas and possible solutions to bring education to the outlying communities. Once they are compiled, they will submit to the education board to review.
- **Joint Committee – Boston IAAO Conference:** Subcommittee members are Bill Healy, Kerry Leichtman, Jim Thomas, Penny Thompson, and Caitlin Thompson. Kerry said the he will speak with Lane Partridge (Massachusetts Assessor) at the Vision Convention and then will touch base with Bill Healey.

NEW BUSINESS:

- **RES Designation:** Kerry announced that both Bill Healey and Penny Thompson reached their IAAO RES Designation. He will send them each a congratulatory card from the board.
- **Maine Chapter Table Cloth:** Judy recommended that the chapter have a new updated table cover for chapter meetings and other events. The current Chapter sign is a banner and should not be used as a table cover. She presented her idea using the new ME Chapter logo on a blue cover. It was agreed that the table runner as shown in the Crestline catalog, 57” wide would suffice, at a price of \$149 plus set up fee of \$23. This will be discussed at the next meeting.

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

Judy Mathiau, President