



**Executive Board Meeting**  
**July 18, 2024 - 10:00 a.m.**  
**Falmouth Memorial Library, 5 Lunt Rd, Falmouth**

**MINUTES**

**Members Present:** President Darryl McKenney (remote); Vice President Joe St. Peter; Secretary Barbara Brewer; Treasurer Clinton Swett; Past President Karen Scammon; Executive Board Members Lauren Asselin, Terry Duff (remote/some technical issues), and Amber Poulin. Bonnie Baker was also in attendance.

**Members Absent:** Natalie Andrews, Brent Martin, and Kerry Leichtman

Darryl asked Joe to preside over the meeting since he was remote. Joe called the meeting to order at 10:07 a.m.

**Secretary's Report:** Clint moved to accept the minutes of the May 16, 2024, meeting as written. Lauren seconded the motion. All were in favor and the motion passed.

**Treasurer's Report:** Clint reported a current balance of \$14,551.33. Amber moved to accept the Treasurer's Report. Barbara seconded the motion. All were in favor and the motion passed.

**Standing Committee Reports**

- **Education:** Karen mentioned that the educational topic(s) for our annual meeting will be developed after Property Tax School goes by (the cost approach will be discussed at Property Tax School and that was one of our suggested topics). Amber will be helping to moderate a class on unexpected obsolescence at Property Tax School and is looking forward to it. Additionally, Joe is teaching an all-day class on property inspections, Kerry will be teaching another all-day class on the assessor's practice, and Clint will be speaking in a separate session (potpourri of assessing topics) on how to handle informal appeals.

Bonnie added that Property Tax School, held this year at the University of Maine Augusta (rather than the Hutchinson Center in Belfast which is no longer available), has had a record number of registrants. So far, 210 people have registered, and she expects around 20 more. This may be reflective of the location change for PTS and easier accessibility for assessors to attend.

- **Legislative:** Joe was asked to be on a committee regarding the evaluation of solar. While Joe is not a fan of a "one size fits all" approach to solar valuation, he did agree to serve on the committee and will do his best. As an aside, Karen mentioned the Peter Lacy has returned to Maine Revenue Services as the Acting Director of Property Tax.
- **Membership:** Barbara reported that there have been no new memberships since the last meeting.
- **Audit:** Nothing to report
- **Nominating:** Barbara reported that there are three expiring Board positions for 2024, namely, Amber, Brent, and Lauren. The nominating committee must choose three candidates and report their recommendations to the Board by October 1<sup>st</sup>. She asked if Amber, Brent, and Lauren could let her know

whether they would like to serve another term so that the Nominating Committee can begin preparing their report for the Board.

- **Communications:** Joe published the newsletter on July 1<sup>st</sup>. The articles were well done, and the Board appreciates all the hard work that went into the newsletter; all especially loved the old (wedding) photo Kerry submitted for the “Other Side of the Maine Chapter Board”!

Joe found a copy of an old Maine Chapter of the IAAO brochure (for distribution at Property Tax School) but it needs to be updated. Joe asked about the target audience for this brochure and for suggestions on how to make it more effective. He intends to include information for new assessors, such as a free first year membership to the Maine Chapter for new CMAs. If anyone has other suggestions, please let him know.

Lastly, Joe has a format in mind for creating an assessors’ directory on the Maine Chapter website. He wants to give participants the option of a short entry or a longer entry depending upon how much information they want made public. He will also check in with our members to determine if they want their information posted as part of the directory.

- **IAAO:** Karen mentioned that the IAAO conference is coming up this August 25-28 to be held in Denver and asked if any of the Board was planning on attending (it does not appear so). She also mentioned that the IAAO Board is holding a reception in Portland on August 2<sup>nd</sup>. The deadline for responding is July 19<sup>th</sup>. Hopefully, Maine assessors will attend the social hour and show support for the IAAO.

### **Ad Hoc Committee Report**

- **History:** Darryl mentioned the revocation of Property Tax Stabilization and cautioned the Board to be ready for the taxpayers who may be upset that the program was eliminated since their tax bill may be higher than expected (since it was “stabilized” last year).

### **Old Business**

- **ME Chapter IAAO: Tax Exempt Status Certification**

Clint is currently working on filing for the tax-exempt status certification for the Chapter. He recently sent out a request for help to Laurie Brann (State of Maine) and is waiting for her response.

- **Property Tax School: ME Chapter IAAO flyer and possible swag**

Joe already discussed updating the informational flyer/brochure for the Maine Chapter of the IAAO as the Communications Chair. Hopefully, he will have the updated version be ready for distribution at Property Tax School. We currently do not have any swag on hand to give out. However, in an earlier Board email, Barbara discussed the possibility of ordering a limited number of mugs from 4Imprint.com with the Maine Chapter IAAO logo and selling the mugs at a modest profit which would be then used to purchase swag for future events. Amber mentioned this suggestion and asked for the Board’s input. Barbara circulated estimated costs for two different mugs. The Board preferred the “Tempe” mug, and the estimated cost would be around \$330 for 72 mugs. Barbara suggested selling the mugs for \$10 each as it’s a good price for ease of purchase at the annual meeting (it wouldn’t require us to make a lot of change) and since we don’t know if the mugs will sell well, we need to cover our costs at the very least.

If mugs do not sell well, they can become part of our meeting raffles. Amber made a motion to order 72 “Tempe” mugs and sell for \$10 and see how it goes. Karen seconded the motion. All were in favor.

### **New Business**

- **IAAO Board meeting on August 2<sup>nd</sup> in Portland: Tyler Technologies is providing up to \$5,000 for the cost of a social hour, would the ME Chapter of the IAAO be willing to split any amount over \$5,000 with the MAAO?**

Joe discussed that he has mixed feelings about contributing funds from Maine Chapter members when many pay dues to both the IAAO and the Maine Chapter of the IAAO. Karen believes the IAAO dues members pay should include social events. Darryl is hopeful that the amount of the social hour will not exceed \$5,000 and that the Maine Chapter will not need to contribute. The Board collectively decided to wait and see if the cost exceeds \$5,000. If so, we may request further details and revisit this item.

**Next Board meeting**-Amber suggested that the Board cancel the August Board meeting. The Board does not usually meet in August and was only scheduled in the event of need. The Board agreed that the August meeting could be cancelled.

Therefore, the next meeting will be held on September 5<sup>th</sup> at Judy Mathiau’s house. Judy has requested that we do not collect funds to contribute towards the cost of hosting. In its place, Karen has purchased t-shirts for Judy and Rick which will be a gift from the Board for their generosity.

Lauren moved to adjourn the meeting, and Amber seconded. All were in favor. The motion passed and the Board adjourned at 10:50 a.m.

Respectfully submitted,

Barbara Brewer, Secretary