

FINAL

**MAINE MUNICIPAL TAX COLLECTORS & TREASURERS ASSOCIATION
HOLIDAY INN
404 Odlin Road
Bangor, Maine
TUESDAY, FEBRUARY 12, 2008
1:00 P.M.**

AGENDA

1. Call to Order
2. Approval of Minutes – December 11, 2007
3. Approval of Treasurer’s Report - December – Pam Griffith
4. Old Business
 - a. Finalize Pins – Vera Parent
 - b. Scholarship Program – Gilberte Mayo
 - c. Administrative Guide – Chairs to give Joan their updated Job Description
 - d. Other Old Business
5. New Business
 - a. 2008 Annual Conference
 - ❖ Finalize Agenda for Annual Conference
 - Topics Suggested
 - Legislative Updates – Geoff Herman
 - Bankruptcy
 - IF&W Update
 - Motor Vehicle Update
 - Money Matters
 - Other topics
 - b. MMA Convention Topics
 - ❖ Cash Handling
 - c. I Have The Job – Now What? – Carlo
6. Committee Reports
 - a. Certification Committee
 - b. Legislation
 - c. Membership
 - d. Newsletter
 - e. Professional Development
 - f. Website
7. Other New Business
8. Adjourn

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If you are unable to make this meeting, please contact Joan Kiszely at 1-800-452-8786 or email at jkiszely@memun.org.