

**Maine Municipal Tax Collectors & Treasurers Association
Retreat
Tuesday, August 15, 2006
Wayne, Maine**

Present: Paul Labrecque, Pam Griffith, Stu Marckoon, Vera Parent, Gayle Doyon, Audrey Goucher, Theresa Shaw, Linda Cyr, Tracey Hodgdon-Hyson, Marilyn Curtis, Joan Kiszely.

Absent: Gilberte Mayo, Carlo Puiia

1. **Call to Order:** President Gayle Doyon called the meeting to order at 10:25 a.m.
2. **Review of Mission Statement:** The Executive Board reviewed the existing Mission Statement. Consensus that they would not add or change anything. Stu Marckoon moved the review of the Mission Statement stay the way it is, seconded by Vera Parent, all approved.
3. **Goals with Objectives & Outcomes:**
 - a. Membership- Review of 2006 membership: brief discussion on MMTCTA finances and dues fees. Consensus they will leave the Dues fee the same as 2006. Total members to date are 759. We need to get the message out that if you want to be a member of the MMTCTA that they need to contact MMA office (Joan Kiszely) so she can address this with the board. Joan Kiszely noted that an idea would be that a statement goes out to the non-members of the MMTCTA in a Presidents letter that there is a scholarship program if you cannot afford to pay. Consensus that we not do a scholarship for the membership fee, but possible do a scholarship program for the Annual Conference, one in the north, and one in the south. Joan Kiszely to put on the MMTCTA brochure for the Annual Conference. Motion made by Stu Marckoon, seconded by Vera Parent, all approved that the MMTCTA do a scholarship program for the Annual Conference, one in the north, and one in the south.
 - b. Educational Programs- Review of 2006 Training Calendar: Joan Kiszely reported that the Legal services would be unable to teach Municipal Law workshop on October 18th, 2006. They will teach November 17th, 2006. The board reviewed the 2006 Training Calendar. The Annual Conference statistics were very low. Government Accounting II & I went down on attendees.
2007 Training Calendar: Joan Kiszely noted that she gets calls on Cash Handling. Brief discussion on possible having a ½ day on Cash Handling, and 1/2 day on New Tax Collectors & Treasurers Association workshop. It was noted that this workshop could be taught out of the Tax Collectors &

Treasurers manual. It was the consensus of the board that we do this workshop as a one-day workshop. Stu Marckoon will take the lead on drafting an agenda on the New Tax Collectors & Treasurers workshop. The Cash Handling will be a topic at the New Tax Collectors & Treasurers Workshop. Stu Marckoon will bring back a Draft agenda at the next meeting. This workshop would be scheduled for April in Augusta & Presque Isle.

Tax Liens: Paul Labrecque requested that Joan Kiszely book the Liens workshop at the Colisee in Lewiston.

Joan Kiszely will check with Gilberte Mayo to see if she is still interested in teaching next year.

It was suggested that a possible Mentor list should go onto the Web site. Brief discussion of getting more members involved with the MMTCTA organization.

It was suggested that maybe we hold the April New Tax Collectors & Treasurers workshop in Presque Isle. Also, get the word out to the Managers to support their staff in going to this workshop.

- c. Certification Process: It was reported that we certified 15 in 2006. The board felt that the certification process is fine. Joan Kiszely suggested that a possible calendar could be done up by the board marking all the training and other pertinent information to give out to all communities. It was suggested that a MMA calendar be done up with all the training and Affiliate training be put on this calendar. It was noted that possible the Affiliate groups would assist with sponsoring this calendar.
- d. Legislative Advocacy: Paul Labrecque noted they are not in session at this time. The session will start back up this winter. Brief discussion on the TABOR bill.
- e. Website: Consensus that the website is working very well. Stu Marckoon noted he would be putting on the web site a spreadsheet for cash reporting for Motor Vehicle.

4. MMTCTA Successes of 2006:

- Website
- Excise Manual
- New Members on Board
- Training

5. Goals for 2007:

- New Workshop in April
- Need more instructors
- Outreach to get more members & training in the county

6. **Other:** There will be no meeting September 12th. Next meeting will be November 14th, 2006 at 1:00 p.m. at MMA. December 12th will be at the Senators at noon.

MMA Convention: Joan Kiszely reviewed the Agenda. President Gayle Doyon will contact TD Banknorth, Dick Ranagan at Gorham Savings to sponsor the luncheon on Thursday. Gayle Doyon will send Joan Kiszely a President Letter to promote the convention and their luncheon. Stu Marckoon noted that Mike Starn is looking for another topic on Finance. Joan Kiszely to give Mike Anthony Francisco name to Mike Starn to come and talk on Cash Handling. Stu Marckoon noted one topic Mike is offering is on Finance on ethics. It was noted that there would be low attendance on Wednesday. Paul Labrecque noted the philosophy has changed on the MMA Convention. Need more of a narrative about the program, and names of speakers.

Minutes: Motion made by Vera Parent, seconded by Stu Marckoon, all approved the August 16th, 2005 minutes.

Treasurers Report: Motion made by Linda Cry, seconded by Vera Parent, all approved the June 2006 financial report.

MMA Survey: Gayle Doyon reported about a survey that MMA put Out. She asked the board how they could get the word out. Stu Marckoon noted that we would get the word out on the list serve.

Lobbying: Paul Labrecque noted he got a call from Ruth Lyons in regards to hiring a lobbyist. The board noted that at this time we are not interested and Joan Kiszely noted she would pass this information on to Ruth Lyons.

7. **Assign Responsibilities:**

Certification: Pam Griffith

Website: Stu Marckoon

Newsletter: Vera Parent & Marilyn Curtis & Tracey Hodgdon-Hyson

Legislation: Paul Labrecque

Professional Development: Gayle Doyon & Vera Parent

Nomination: Gayle Doyon, Linda Cyr, Audrey Goucher, Stu Marckoon

Membership Committee: Linda Cyr & Theresa Shaw

8. **Adjournment:** Motion made by Stu Marckoon, seconded by Vera Parent to adjourn at 12:25 p.m.