

**Maine Municipal Tax Collectors & Treasurers Association
Board of Directors Meeting
Grandeur Sun Banquet Center – Waterville, Maine
Tuesday, December 11, 2007
10:00 a.m.**

Attendance: Gilberte Mayo, Linda Cyr, Gayle Doyon, Pam Griffith, Tracey Hodgdon-Hyson, Marilyn Curtis, Vera Parent, Stu Marckoon.

Excused Absents:

1. President Gayle Doyon called the meeting to order at 10:45 a.m.
2. Motion made by Gilberte Mayo, seconded by Vera Parent, all approved the June 5, 2007 with one change. Add Gilberte Mayo as present.
3. Motion made by Stu Marckoon, seconded by Linda Cyr, all approved the July 24, 2007 minutes.
4. **Treasurer's Report:** Motion made Stu Marckoon, seconded by Vera Parent, all approved the August, September, and October financial report.
5. **Old Business:**
 - ❖ **Critique of Municipal Law for Tax Collectors & Treasurers Workshop:** Gayle Doyon and Linda Cyr noted it was a good workshop. There was good attendance and they noted the speakers were very good.
 - ❖ **Review Goals for Upcoming:**
 - Round Table Discussions at the 2008 Annual Conference: Members like this!
 - 2008 Annual School
 - Topics for Round Table Discussions
 - Payroll Taxes
 - Retirement Plans
 - 1099
 - Electronic Payments
 - Administrative Guide:** Joan Kiszely needs to email the Chairs a copy of other job descriptions. The designated Chair would need to modify the document to fit the Association in and email her back their DRAFT.
 - ❖ **Finalize of Pins:** Vera Parent has not had time to follow-up on this. She will do so by the end of the year. Once they become certified they will get a gold pin. A member will get a Silver pin.
6. **New Business:**
 - ❖ **Web Page:** Joan Kiszely noted that she needs Stu Marckoon to go onto their Web site and send Joan Kiszely & Margaret Langhill any updates that he needs. Joan Kiszely noted her staff does not have time to review all affiliate group sites. This would be appreciated and at the same time it would keep the site updated.
Membership List: Email to Stu Marckoon every month a membership list and new members that joined in the month to welcome them.

Send him the 2008 Training Calendar as soon as possible.

- ❖ **Scholarship Program:** Gayle Doyon thanked Gilberte Mayo for putting together the Scholarship Program. Brief discussion on the process of this program and discussion on setting a cost limit. Consensus to allow a total of \$2,000 for the Scholarship Program. It was noted that \$1,000 would be given to the north, and \$1,000 to the south. They would offer four Scholarships. A committee would need to be set up. Linda Cyr, Gilberte Mayo, Tracey Hodgdon-Hyson and Gayle Doyon would serve on this Committee. Gilberte Mayo will update the Criteria and Application and get this to the Board and advertise it on the Web site & listserv.
7. **Committee Reports:** Pam Griffith noted that Nicky was approved for Certification Committee: Joan Kiszely gave her three more to review. Cythia Abbott, Tax Collector, Vera Parent, re-certification of Tax Collectors & Treasurers, Gwen Dixon, Recertification. Motion made by Gilberte Mayo, seconded by Gayle Doyon, all approved.
 - ❖ **Membership:** Linda Cyr noted that the dues renewals have gone out. Joan Kiszely was asked to send a postcard out in January to remind those who have not renewed. Motion made by Stu Marckoon, seconded Vera Parent, all approved that Audrey Goucher become a Lifetime member.

It was the consensus that Audrey Goucher continues to update the By-laws and to remain on the Board whether or not she can make the meetings.
 - ❖ **Newsletter:** Vera Parent reported she has not had time, but hopes to have a newsletter go out in January. Pictures of Annual Conference, Audrey Goucher's retirement party, also 2007 Certified members, 2008 Training Calendar, Scholarship Program and a hot issue from legal. Bill Swan would also do something for the newsletter.
 8. **Review Schedule of Upcoming Meetings & Training:** Joan Kiszely distributed a draft copy. She noted that workshops would be offered at Spectacular Events in Bangor in 2008. She noted she is negotiating pricing on overnight rooms for speakers.
 9. **Annual Conference:** Joan Kiszely distributed a Conference Proposals Summary for the Board to review. It was voted that they go to Bethel, and River Drivers in Millinocket.
 10. **Adjournment:** Motion made by Stu Marckoon, seconded by Linda Cyr, all approved to adjourn at noon.