

Final

MAINE MUNICIPAL TAX COLLECTORS & TREASURERS ASSOCIATION
BOARD MEETING
HOLLYWOOD SLOTS – BANGOR
500 MAIN STREET
NOVEMBER 19TH, 2009
10:00 A.M.

MINUTES

Present: Gayle Doyon, Vera Parent, Pam Griffith, Tracy Hodgdon-Hyson, Theresa Shaw, Paul Labrecque, Gilberte Mayo, Stu Marckoon, Marilyn Curtis, David Little, Kelly Thibodeau, Joan Kiszely.

1. Call to Order: Gayle Doyon called the meeting to order at 10:15 a.m.
2. Approval of Minutes: Motion made by Vera Parent, seconded by, Kelly Thibodeau all approved the September 5, 2008 minutes with minor revisions.
3. Approval of Treasurer's Report: Pam Griffith presented the August & September 2008 Financial Reports. Motion made by Stu Marckoon, seconded by Vera Parent, all approved the financial reports.
4. Old Business
 - Critique of Municipal Law for Tax Collectors & Treasurers Workshop: Kelly Thibodeau noted the attorneys focused on just the Tax Liens. Joan Kiszely noted that if the MMTCTA want the attorney to teach they need to get involved with the curriculum, and communicate with MMA on what is expected. Brief discussion regarding this workshop. It was the consensus to wait until the board reviews the evaluations to continue critiquing the workshop.
 - Finalize Pins: David Little reported the pins were sent out to the board members. They all commented they liked the pins.
 - Other Old Business: None
5. New Business
 - Strategic Plan 2008 Review (The Big To Do List) – Timeline:
New Mission Statement & Revise By-Laws for Adoption: The Mission Statement was voted on at the Retreat. Gayle Doyon noted that the By-Laws are supposed to be drafted by January 2009. Gayle Doyon will contact committee members and work with them on the revision of the by-laws.

Task Force to Review Certification Process: This needs to be completed by January 2009. Gilberte Mayo requested the Committee review the current Certification application & process. Gilberte Mayo will contact all of the committee members to set up a timeline and work with them.

Task Force to re-write Committees' Roles: This is due January 9, 2009. Gayle Doyon will take the lead on this.

Survey Outreach to Members: Gayle Doyon noted this falls with the Communication Committee. She noted that Dana Lee already drafted this survey. The board reviewed the Draft survey. The board feels the questions need to be Yes and No questions. Stu Marckoon volunteered to draft the survey and he will email a copy to the Communications committee.

Re-Write & Re-Distribute "Administrative Guide": Gayle Doyon noted this is due August of 2009. Gayle Doyon would like the board to review the entire Administrative Guide and get back to her with her revisions.

Encourage County Meetings: Gayle Doyon asked if anyone had gotten in touch with their neighboring towns? There was a brief discussion to wait until after they do the survey, and hear back from the members on their needs. Joan Kiszely noted that the end of January she can provide the membership list by county

- Discussion on Annual Conference:
Site Tour at Point Lookout – Gayle Doyon reported that she attended a site tour that Joan Kiszely set up for all of the Affiliate Groups. She gave a brief report of the site, food, accommodations, and meeting rooms. She noted she would like to have one annual conference for 2009. She also reported she would have tax collectors one day, and treasurers the next day.
- Committee Reports
Professional Development Committee
Gilberte Mayo reported that she will get the work done on the Certification Program. She asked if the board would like to get some other speakers from the outside. The board felt she should look into this and bring this back to the board. Foreclosures, cash management, IRS, were ideas that were mentioned. Gilberte Mayo will work with Joan Kiszely on the 2009 Training calendar.

Communication Committee

Gayle Doyon reported she will be working with her committee on getting out a newsletter. Also, an article should be done up advertising the Annual Conference.

Membership Committee

Marilyn Curtis & Vera Parent reported they will review the new membership packet. They will also assist with the upcoming newsletter.

Legislative Advocacy Committee

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David Little reported that the LPC will not support anything we proposed. He noted the one on Agency fees is a concern and he will do more research on this. He would more of a background on this. Brief discussion on range of agent fees, Extra work involved with processing registrations. Try to work with IFW and Motor vehicle. He noted that the State representatives from Biddeford will back the change. There is a proposal in house reporting unpaid taxes consensus to have state stay away from this.

6. Review Schedule of upcoming Meetings: Next meeting is December 9th. The Board reviewed the existing schedule.
7. Adjournment: Motion made Gilberte Mayo, seconded by Kelly Thibodeau, all approved to adjourn the meeting at 12:15 p.m.