

**Final**

**MAINE MUNICIPAL TAX COLLECTORS' & TREASURERS' ASSOCIATION  
MAINE MUNICIPAL ASSOCIATION  
AUGUSTA  
TUESDAY, JUNE 24, 2008  
1:00 P.M.**

**MINUTES**

**Present:** Gayle Doyon, Pam Griffith, Tracy Hodgdon-Hyson, Theresa Shaw, Vera Parent, Paul Labrecque, Gilberte Mayo, Joan Kiszely.

**Absent:** Stu Marckoon, Marilyn Curtis, David Little, Kelly Thibodeau.

1. **Call to Order:** President Gayle Doyon called the meeting to order at 1:17 p.m.
2. **Approval of Minutes:** Motion made by Vera Parent, seconded by Pam Griffith, all approved the April 1, 2008 Minutes.
3. **Approval of Treasurer's Report (March and April):** Pam Griffith presented the March and April 2008 Financial Reports. Motion made by Vera Parent, seconded by Gayle Doyon, all approved the financials as presented. Motion made by Vera Parent, seconded by Gayle Doyon, all approved to take the CD that is maturing and move it to the checking account to pay for the pins.
4. **Correspondence:** None.
5. **Old Business:**
  - a. **Finalize Pins:** David Little was absent. Vera Parent reported he distributed a copy of what it would like and that they looked nice. She thinks he was going overseas to purchase the pins. The silver pin would be for all members, and the gold pin would be for those who are certified.
  - b. **Critique of Annual Conference–Review of Composite of Evaluations at Saco and Orono:** The Board reviewed the composites. It was noted that the Evaluations showed that speakers were rushed, and that the Round Tables were too noisy in Saco. It was suggested that we might request the speakers to email in their handouts and the MMTCTA put together a disk for the 2008 Annual Conference material rather than photocopying them. Motion made by Theresa Shaw, seconded by Vera Parent, all approved to accept the Composite of Evaluations.
  - c. **Review of Government Accounting I and Basic Excise–Evaluations:** The Board reviewed the evaluations. Gilberte Mayo noted that she was thinking about inviting Maine Revenue to help answer some of the questions at the Basic Excise Workshop pertaining to Maine revenue. The Board noted they wouldn't have a problem with her inviting them.
  - d. **Other Old Business:**

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### 6. New Business

- a. **Retreat–Discussion on Location & Facilitator:** Joan Kiszely reported on the proposals she got in for the Retreat. Motion made by Gilberte Mayo, seconded by Pam Griffith, all approved to have the Retreat on September 4 & 5, 2008 at the Lucerne Inn. Joan Kiszely reported on Lee Facilitation’s proposal. Motion made by Gilberte Mayo, seconded by Vera Parent, all approved to hire Dana Lee from Lee Facilitation for the Retreat.

#### Draft Retreat Agenda

- Review Goals & Successes from August 2007 Retreat
- Training Programs for 2008  
Instructors  
Certification Process & Requirements
- 2009 Annual Conference
- Membership/Membership Support
- Communications  
Web Site  
Electronic Newsletter
- Goals for 2008

Gayle Doyon noted she would like any Board member to get in touch with her for any goals that they may want added to the Agenda for the Retreat.

### b. Committee Assignments

Vacancy – Membership Committee – Theresa Shaw, Southern area and Marilyn Curtis for the Northern area  
Vacancy – Newsletter Committee – Tracey Hodgdon-Hyson  
Treasurer Mentoring – Kelly Thibodeau

### 7. Committee Reports

- a. **Certification Committee:** Pam Griffith reported she **approved** the following for Certification:  
Debi Given – Tax Collector & Associate – Treasurer  
Denise Knowles – Recertification – Treasurer  
Angelina Davis – Recertification – Treasurer  
Geizette Witherly – Associate Tax Collector

#### **Not Approved:**

Paula Simpson – Applied for recertification as Treasurer, but did not meet the requirements at this time.

Pam Griffith reported that she received an email from Gilberte Mayo requesting that new hires in Lincoln receive a certificate on Basic Excise that she taught. The overall Board noted that they did not feel this was a good idea. The Board feels that all others have to pay to attend a workshop and travel and therefore, these employees of Lincoln should not receive certificates and feel that fairness and

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presence of the attendee is important. It was unanimous that they need to attend the class to receive a certificate.

- b. **Legislation:** Paul Labrecque reported that this last session was more or less uneventful. He noted that Geoff Herman did a good job on the Excise Bill. He noted that the Citizen Education Bill is still out there. This is very large revenue for the municipalities. He noted that MMA would be taking the lead on this Bill. He noted he has asked David Little to be the Chair of the Legislative Committee.
  - c. **Membership:** Gayle Doyon asked Theresa Shaw to be the Chair for the Southern area, and she will contact Marilyn Curtis to be the Chair for the Northern area.
  - d. **Newsletter:** TBD.
  - e. **Professional Development:** Vera Parent – No report.
    - Scholarship Committee
  - f. **Website:** Stu Marckoon – Absent.
8. **Other New Business:** None.
  9. **Adjourn:** Motion made by Paul Labrecque, seconded by Vera Parent, all approved to adjourn the meeting at 2:56 p.m.