

APPROVED

**MAINE MUNICIPAL TAX COLLECTORS' AND TREASURERS'
ASSOCIATION
EXECUTIVE BOARD MEETING
BANGOR
HOLLYWOOD SLOTS HOTEL & CONFERENCE CENTER
MAY 18, 2011
5:00 P.M.**

MINUTES

Present: Vera Parent, Gilberte Mayo, Kristine Poland, Tracey Hodgdon-Hyson, David Little, Darlene Beaulieu, Pam Griffith, Gayle Doyon, Joan Kiszely.

Absent: Leo Ouellette, Stu Marckoon, Marilyn Curtis,

1. **Call to Order:** Vera Parent called the meeting to order at 5:10 p.m.
2. **Approval of Minutes:** Motion made by Gayle Doyon, seconded by Darlene Beaulieu, all approved the April 11, 2011 minutes. Vera Parent noted that the conference call fee was around \$97.00.

Approval of Treasurer's Report: The January, February, March financials were presented in a written report submitted by Pam Griffith. Pam Griffith noted she had found a problem with the 2011 budget line item. She talked with MMA and they noted they would have it fixed by the April financials. Motion made by Gayle Doyon, seconded by Kristine Poland, all approved the January, February, and March financial report.

There was a brief discussion on the financials.

3. Old Business:

Critique of Tax Liens Workshop Brewer: Vera Parent noted the building was cold. There was a brief discussion in regards to the food. In moving forward MMTCTA will be working on giving Joan Kiszely direction on the menu for upcoming workshops. Gilberte Mayo noted that Stu Marckoon is not ready to teach on his own. In moving forward they will have everything the same. They will co-teach one more time.

Critique of Tax Liens Workshop Portland: It was noted that Keeley's food was good. They would like Joan Kiszely to cut & paste in regards to the facility, and email it to the facility.

Critique of Government Accounting I & II Workshop: Gilberte Mayo noted that she had two ladies from Lincoln that attended. They noted that Heather Hunter talked about towns in specific that she should not have. She was teaching about HR & Personnel and not staying with the topic of Government Accounting I. It was noted that someone from the Board should be appointed to be at every workshop that they host. It was the

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consensus that we start at the beginning and offer a Basic Government Accounting Workshop. The board will develop an outline and possibly find someone else to teach this workshop. Possibly we could co-sponsor with MGFOA. It was the consensus that the MMTCTA will come up with a template for all workshop brochures, and work on policies.

Webinar Update: Gilberte Mayo distributed a rough draft on on-line training proposals. She noted that she spoke with Margaret Noel at MMA. Margaret noted she would be happy to put in a bid for the on-line training specialist. Joan Kiszely needs to invite Margaret Noel to their June meeting.

Proposed Slate of Officers: There was a brief discussion on the Proposed Slate of Officers.

4. New Business:

June Executive Board Meeting: June 21st at 11:00 a.m. at MMA.

2012 Annual Conference: It was the consensus of the board on the dates for 2012 workshop & annual conference. May 16 (Workshop) & 17 (Conference)

5. Other New Business:

President's Report: Vera Parent tabled the following:

- Strategic Plan Update – Goals Successes:

Student Instructor: Vera Parent noted that anyone that wants to teach should be certified. It was noted that we need to look at the policy and then follow policy.

6. Committee Reports:

Professional Development Committee: Gilberte Mayo – no report.

Communications Committee: Gayle Doyon – no report.

Membership Committee: Marilyn Curtis absent.

Legislative Advocacy Committee: David Little reported he has been at the State House once or twice a week reporting on bills and monitoring the bills. The following are what he reported on:

LD 79: Voted down in House.

Ethics Committee: Leo Ouellette – absent.

Other: None

7. **Adjournment:** Motion made by Gayle Doyon, seconded by Pam Griffith, all approved to adjourn the meeting at 6:20 p.m..

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