

FINAL

**Maine Association of Assessing Officers
Board Meeting Minutes
MMA - Augusta
December 9, 2011**

Present: Tammy Brown, Anne Gregory, Darryl McKenney, Susan Varney, Martine Painchaud, Bill Healey, Lisa Morin, Rick Mace, Roger Hoy, Mark Caldwell, Ruth Birtz, Joan Kiszely.

Excused Absence: Marc Perry, Lona LaFrancis, Mike D'Arcangelo,

Call to Order: President Tammy Brown called the meeting to order at 10:10 a.m.

Tammy Brown presented Darryl McKenney with a Presidential Binder.

Tammy Brown presented Martine Painchaud with a plaque from the MAAO for her 19 years of service as Treasurer/Secretary.

Secretary's Report: Martine Painchaud presented the Minutes of the July 22, 2011 meeting. Motion made by Bill Healey, seconded by Rick Mace, all approved the July 22, 2011 minutes as written.

Treasurer's Report: Martine Painchaud presented the July, August, September & October 2011 financial reports. Martine indicated that the total bills paid out to date are \$3,159.52. She reported that the total assets to date were \$14,378.13.

There was a brief discussion on possibly putting aside some money into a reserve fund. It was suggested we put the money into a reserve in the budget as a budget line item.

Motion made by Bill Healey, seconded by Ruth Birtz, all approved the financial reports for the period ending October 31, 2011.

Old Business

Committee Reports:

Secretary:

- Motion made by Ann Gregory, seconded by Roger Hoy, all approved with one abstaining to appoint Tammy Brown as the new secretary.

Treasurer:

Nominations: Anne Gregory & Martine Painchaud

- Motion made by Roger Hoy, seconded by Susan Varney, to appoint Anne Gregory as Treasurer: 3 approved, 4 opposed, 3 abstained. Motion failed.
- Motion made by Bill Healey, seconded by Mark Caldwell, to appoint Martine Painchaud as Treasurer: 9 approved, 0 opposed, 1 abstained. Motion passed.

Audit/Finance: Mark Caldwell had no report.

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- Appointment of 2012 Chair Committee. Motion made by Sue Varney, seconded by Bill Healey, all approved for Mark Caldwell to be the chair of the Audit/Finance Committee. Motion made by Bill Healey, seconded by Rick Mace, all approved for Sue Varney and Lisa Morin to serve on the audit committee.

Calendar/Advertisers: Lisa Morin had no report.

- Appointment of 2012 Chair: Motion made by Bill Healey, seconded by Tammy Brown, all approved for Lisa Morin to be the chair of the Calendar/Advertisers Committee. 1 abstained.

Newsletter: Report from VP Darryl McKenney indicating that the last Meets & Bounds newsletter went out in November. He noted the next issue will be in January. Darryl McKenney distributed a flyer on “Overestimate of Acreage is Error in Valuation with One-Year Abatement Limit.”

- Appointment of 2012 Chair: Rick Mace volunteered to be the Chair for the Newsletter Committee.

Ethics: Ruth Birtz noted that she received an ethics complaint this month. The complaint was forwarded to the Executive Committee. It was her opinion and that of the Executive Committee to follow up with a letter.

- Appointment of 2012 Chair: Motion made by Bill Healey, seconded by Anne Gregory, all approved for Ruth Birtz to be the Ethics Committee Chair.

Legislative: Rick Mace noted he had no report.

- Appointment of 2012 Chair: Motion made by Ruth Birtz, seconded by Tammy Brown, all approved for Mike D’Arcangelo to serve as Chair of the Legislative Committee.

Membership: Roger Hoy reported there were 240 members as of today. It was suggested that Roger write a small report for the January newsletter. Roger gave a report on sponsorships at Property Tax School at the Hutchinson Center in Belfast. It was suggested that MAAO place the coffee on the MAAO table.

- Appointment of 2012 Chair: Motion made by Bill Healey, seconded by Anne Gregory, all approved for Roger Hoy to serve as the Membership Committee Chair.

Awards & Scholarship: Martine Painchaud indicated the person that got the scholarship emailed her and thanked MAAO for the scholarship given for Property Tax School. It was the consensus of the board to list the award/scholarship winner in the newsletter, and add a disclosure to the application to make the recipient aware that the name will be listed in the newsletter.

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- Appointment of 2012 Chair: The board will ask Beth O'Bar to be the Chair of the Awards & Scholarship Committee. Motion made by Ruth Birtz, seconded by Tammy Brown, all approved Beth O'Bar as the Awards & Scholarship Committee Chair.

Technology Report: Martine Painchaud had no report. It was the consensus of the board to ask Jeri Holt to set up an MAAO members only chat list serve.

- Appointment of 2012 Chair: Motion made by Ruth Birtz, seconded by Bill Healey, all approved Marc Perry as Technology Chair. 1 abstained

Executive Board: Tammy Brown had no report.

Education: Bill Healey indicated he will see if he can move the BAR workshop to a previous month, and will let Joan Kiszely know.

- Motion made by Darryl McKenney, seconded by Anne Gregory, all approved Bill Healey as the Education Chair. 1 abstained.

Conference Committee: Bill Healey reported that he has already made contacts for speakers for the 2012 Fall Conference.

- Motion made by Bill Healey, seconded by Ruth Birtz, all approved Sue Varney as Conference Committee Chair. 1 abstained.

Historian:

- Appointment of 2012 Chair: Anne Gregory volunteered to be the Chair of the Historian Committee. Motion made by Bill Healey, seconded by Roger Hoy, all approved for Anne Gregory to be the Historian Chair.

New Business

2012 Meeting Schedule: The Draft 2012 Meeting Schedule was presented and the board made some proposed changes. They requested that Joan Kiszely add the Northern Maine Workshop on the schedule for April 27. It was the consensus of the board to accept the 2012 meeting/training schedule. Bill Healey will let Joan Kiszely know the exact month they will hold the BAR workshop.

MMA Administrative Service Contract: Joan Kiszely reported that they are one of 14 affiliate groups that currently contract services with MMA. She noted there would be a 1.5% increase in the contract administrative costs for 2012, and this increase was for all 14 affiliate groups. Motion made by Mark Caldwell, seconded by Bill Healey, all approved the MMA Administrative Services Agreement.

Budget for 2012:

Tammy Brown indicated that she drafted the budget for 2012, and asked the board to please speak up if there are any changes they want. There was a brief discussion on compensation/stipends to board members. Motion made by Bill Healey, seconded by Darryl McKenney, all

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approved that MAAO provide expenses (end of year) of \$100 to each board member who does not already receive a stipend. The following receive stipends: President - \$500, Newsletter - \$500, Education Chair - \$500, Treasurer - \$250, Secretary - \$250. The rest of the board members would each receive \$100.

Motion made by Bill Healey, seconded by Roger Hoy, all approved the 2012 budget with the proposed changes made.

Letter from Clinton Sweet, RE: Dues amount for Municipal Membership: Tammy Brown noted she received a letter from Clinton Sweet regarding the fees and types of membership. There was a brief discussion, and it was the consensus of the board that it is possible he misunderstood the New Member Application. Tammy Brown indicated she would send him a letter explaining the membership types.

Other Business:

Adjournment: Motion made by Bill Healey, seconded by Darryl McKenney, all approved to adjourn the meeting at 12:20 p.m.