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**Maine Association of Assessing Officers
Board Meeting Minutes
MMA - Augusta
August 3, 2012**

Present: Darryl McKenney, Rick Mace, Martine Painchaud, Tammy Brown, Beth O'Bar, Susan Varney, Mike D'Arcangelo, Roger Hoy, Ruth Birtz, Mark Caldwell, Marc Perry and Melissa Carver.

Excused Absence: Anne Gregory, Lisa Morin, Bill Healey

Call to Order: President Darryl McKenney called the meeting to order at 10:02 a.m.

Secretary's Report: Tammy Brown presented the Minutes of the May 11, 2012 meeting. Motion made by Ruth Birtz, seconded by Sue Varney, all approved the May 11, 2012 minutes as written.

Treasurer's Report: Martine Painchaud presented the March, April, May & June 2012 financial report. She reported that the total assets were \$ 13,438.03

Martine Painchaud reported on the outstanding bills and indicated that the total bills paid out to date are \$51.88 for MMA and \$193.20 from Quality Copy, making the total assets \$13,192.95.

Motion made by Tammy Brown, seconded by Sue Varney, all approved the financial reports for March, April, May & June.

Committee Reports:

Audit/Finance: Mark Caldwell indicated the Finance Committee will do an audit and have a report prepared for the Annual Conference.

Calendar/Advertisers: Lisa Morin absent. Melissa Carver reported on the seven advertisers for 2012-2013 and provided the list to Tammy Brown.

Newsletter: Rick Mace indicated the newsletter went out a little earlier this time. Everyone commented that it was a great newsletter.

Ethics: Ruth Birtz had no report.

Legislative: Mike D'Arcangelo reported he has a plan in place and is prepared to watch the listserv and follow-up on any items of interest.

Membership: Roger Hoy reported there are 249 members. Three new members will be signing up who attended the Tax School. Roger Hoy recommended that they have two people attend and man the booth at next year's Tax School. Ruth Birtz offered to attend with Roger next year. There was a brief discussion about sending a letter via e-mail and membership invitation to the

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selectman board/assessors regarding Tax School and MAAO sponsored workshops. Roger Hoy will take the lead and work on this.

Awards & Scholarship: Beth O'Bar had no report.

Technology Report: Marc Perry reported on the status of getting the listserv questions/answers onto the MAAO website. He will plan to have this up and running and plan to present this at the Annual Conference.

Executive Board: Darryl McKenney reported on the following:

- Darryl has received a letter from Anne Gregory resigning from the Board, however, she is the second Past President which is not a board position that can be filled. Rick Mace made a motion to accept Anne Gregory's leave of absence for the remainder of her term. Roger Hoy seconded and nine approved, two opposed. The board listing will remain as is.
- MMA Convention October 3-4, 2012. MCIAAO will be holding morning sessions at the Convention.
- Sunday River has inquired if MAAO would be interested in using their facility for their Annual Conference. Tammy Brown reported that the prices are comparable to Sebasco Estates. Darryl McKenney advised that Sunday River is inviting anyone interested to go for a weekend to tour the facility. There was a brief discussion regarding the benefits of the Sebasco Estates based on the past responses of attendees. The board agreed to stay at Sebasco Estates.

Historian: Anne Gregory was absent. Darryl McKenney reviewed the submitted historian report.

HISTORIAN Report

60th Anniversary

Pins: I dropped off the box of pins with Melissa; please open the box and check them out; hope you like them.

Past Presidents Invite: I'll be mailing out the invites next week. Thanks to the membership's response, I have 31 addresses. I don't have any info for seven Past Presidents. I plan to call Gerald Clark and Roger Morrison; they may have some idea where the others are now. I hope they share some stories I can write up for the conference and/or future newsletters.

How many will attend the luncheon? 15 of the 31 are still active so I'm not sure if they would come just for the lunch. Some may be attending the conference anyway. Some are out of state. I would estimate 10+/- for lunch. What do you think?

Here's a copy of the letter I drafted for Darryl to sign. Darryl, I'm going to Skowhegan on Monday. If you would sign this copy, I can pick it up on my way. Please check for errors re dates, times, etc.

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Just a suggestion re dessert for the lunch – how about a sheet cake with the MAAO seal on it? Joan ordered a beautiful one for a previous conference.

I put all records I have in two 3-ring binders. There are in Melissa's office. Please make sure someone brings them to the conference. I think it would be a good idea to have them set out somewhere so everyone can view them.

I would welcome any other ideas for our 60th anniversary celebration. Please call or email me at 781-5253 agregory@town.falmouth.me.us

Respectfully submitted,

Anne Gregory
8/1/12

Tammy Brown passed the MAAO member pins around for everyone to look at.

Education:

- Bill Healey absent.

Conference Committee: Susan Varney reported the following: Tammy Brown and Sue Varney will work on getting 60th Anniversary decorations. MAAO would like to have nice certificates in holders done for the past presidents (mailing to those who cannot attend). Tammy Brown will contact Joan Kiszely on Monday and will discuss the details of what they want on the certificate.

- ✚ Final Educational Offerings: Tammy Brown reported that the speakers/programs are all set.
- ✚ Vendor/Attendee Packets for the Fall Conference: Tammy Brown reported there are no vendors registered to-date, there are eighteen attendees but that includes ten speaker registrations.
- ✚ Bowling: Tammy Brown advised that she and Joan Kiszely had question4r whether there might be interest in having the bowling two nights. Marc Perry recommended doing the bowling on the second night only. There was discussion of talking with Sebasco to organize outside lawn games. Marc Perry will take the lead on the organization of the lawn game.
- ✚ Portfolios: Tammy Brown handed the Board their portfolios. The plan is to place the name badges and any other registration materials in the portfolio. The portfolios will also be speaker gifts.
- ✚ Welcome Baskets: Ruth Birtz will put two welcome baskets together for the speakers who are spending the night.
- ✚ Door Prizes: There are five door prizes needed for raffling. There are three prizes left from last year. Ruth Birtz will also take care of the door prizes.
- ✚ Signage: Tammy Brown will talk to Joan Kiszely on Monday regarding all the signage.
- ✚ Silent Auction: Rick Mace passed around a sheet from last showing what items went well at last year's auction. He asks that each Board member donate at least one item and let him know what they are donating and the value of the item.

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Old Business: Rick Mace reported that he has the draft of the Assessor of the Year Award criteria and nomination form. He reviewed the forms and dates/deadlines which had previously gone out the board via e-mail for review. MAAO will plan to announce this at the Annual Conference and have the forms available to hand-out.

New Business:

Slate of Officers for 2013-2014

Marc Perry, Mark Caldwell and Roger Hoy have agreed to stay on the board. Lisa Morin is stepping down. Martine Painchaud has been nominated to replace Lisa Morin.

Motion made by Rick Mace, seconded by Roger Hoy, ten approved the Proposed Board of Directors for 2013-2014, one abstained.

Adjournment: Motion made by Rick Mace, seconded by Mike D'Arcangelo, all approved to adjourn the meeting at 11:23 a.m.