

APPROVED

**Maine Association of Assessing Officers
Board Meeting Minutes
MMA - Augusta
December 6, 2013**

Present: Darryl McKenney, Rick Mace, Tammy Brown, Martine Painchaud, Roger Hoy, Mark Caldwell, Mike D’Arcangelo, Sue Varney, Dan Robinson, Joan Kiszely.

Conference Call: Bill Healey

Excused Absence: Beth O’Bar, Ruth Birtz

Call to Order: President Darryl McKenney called the meeting to order at 10:05 a.m.

Secretary’s Report: Tammy Brown presented the Minutes of the August 9, 2013 meeting. Motion made by Roger Hoy, seconded by Martine Painchaud, all approved the August 9, 2013 minutes as amended.

Appointment 2014 Secretary:

Nominations: Tammy Brown. Motion made by Susan Varney seconded by Martine Painchaud all approved with one abstained to appoint Tammy Brown as the new Secretary.

Treasurer’s Report:

Martine Painchaud reported on the July, August, September, October financials & outstanding bills:

The balance as of July 31, 2013 is \$17,614.51
The balance as of August 31, 2013 is \$28,340.07
The balance as of September 30, 2013 is \$32,086.09
The balance as of October 31, 2013 is \$21,544.35
Since August 9, 2013 – the Board meeting we have paid:
Sebasco Harbor Resort - \$500
MMA - \$59.98
Darryl McKenney - \$500
Rick Mace - \$500.00
Martine Painchaud - \$250
Tammy Brown - \$250
Ruth Birtz - \$100
Sue Varney - \$100
Bill Healey - \$500
Mark Caldwell - \$100
Beth O’Bar - \$100
Roger Hoy - \$100
Mike D’Arcangelo - \$100
MMA - \$5.14

Total Expended: \$3,165.12

Balance as of December 6, 2013: \$18,379.23

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Motion made by Susan Varney, seconded by Tammy Brown, all approved the financial reports for July, August, September, and October, 2013.

Appointment 2014 Treasurer:

Nominations: Martine Painchaud. Motion made by Susan Varney, seconded by Tammy Brown, all approved to appoint Martine Painchaud as the new Treasurer.

Old Business:

Committee Reports:

Audit/Finance: Mark Caldwell reported that the audit/finance committee will plan to meet earlier in the year for the annual audit in 2014.

2014 Appointment of Audit/Finance Committee Chair:

Nominations: Mark Caldwell. Motion made by Susan Varney, seconded by Daniel Robinson, all approved to appoint Mark Caldwell to be the Chair of the Audit/Finance Committee.

Calendar/Advertisers: Mark Caldwell had no report. Susan Varney volunteered to assist Mark Caldwell with the Calendar/Advertisers.

2014 Appointment of Calendar/Advertisers Committee Chair:

Nominations: Mark Caldwell. Motion made by Susan Varney, seconded by Martine Painchaud, all approved to appoint Mark Caldwell to be the Chair of the Calendar/Advertisers Committee.

Newsletter: Vice President Rick Mace reported the November issue has gone out.

2014 Appointment of Newsletter Committee Chair:

Ruth Birtz, Vice President will be the chair of the newsletter committee.

Ethics: Ruth Birtz was absent.

2014 Appointment of Ethics Committee Chair:

Nominations: Jacki Robbins Motion made by Mike D'Arcangelo, seconded by Rick Mace, all approved to appoint Jacki Robbins to be the Chair of the Ethics Committee.

Legislative: Mike D'Arcangelo reported on Revenue Sharing issues which he will continue to watch and update the board as anything develops.

2014 Appointment of Legislative Committee Chair:

Nominations: Mike D'Arcangelo. Motion made by Tammy Brown, seconded by Martine Painchaud, all approved to appoint Mike D'Arcangelo to be the Chair of the Legislative Committee.

Membership: Roger Hoy reported there are 265 paid members as of December 3, 2013.

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2014 Appointment of Membership Committee Chair:

Nominations: Roger Hoy. Motion made by Tammy Brown, seconded by Mark Caldwell, all approved to appoint Roger Hoy to be the Chair of the Membership Committee.

Awards & Scholarship: Beth O'Bar was absent. Tammy Brown reported that she knows that Beth O'Bar has been working on revisions to some of the award and scholarship forms.

2014 Appointment of Awards & Scholarship Committee Chair:

Nominations: Beth O'Bar Motion made by Rick Mace, seconded by Mark Caldwell, all approved to appoint Beth O'Bar to be the Chair of the Awards & Scholarship Committee.

Technology Report:

2014 Appointment of Technology Chair:

Nominations: Dan Robinson Motion made by Tammy Brown, seconded by Martine Painchaud, all approved to appoint Dan Robinson to be the Chair of the Technology Committee.

Executive Board: Darryl McKenney reported on the following:

- Warren Group offered to do the Newsletter for all of New England
- Verbal Judo – Motion made by Dan Robinson, Seconded Sue Varney, all approved to sponsor the 2014 Verbal Judo.
- Review of the Aging Report
- Dues Mailing Fee discussion to be set on the agenda in March
- Stipends: Motion made by Dan Robinson, seconded by Mike D'Arcangelo, all approved to have the stipends stay the same.

Education: Bill Healey reported he is working on ideas for sessions for Fall Conference. He noted that Technology & 101 Assessing sessions were very good.

2014 Appointment of Education Chair:

Motion made by Tammy Brown, seconded by Mark Caldwell all approved to appoint Bill Healey as Chair of Education.

Conference Committee: Susan Varney reported on the 2013 Fall Conference evaluation from the attendees.

2014 Appointment of Conference Committee Chair:

Motion made by Tammy Brown, seconded by Martine Painchaud, all approved to appoint Sue Varney as Chair of Conference Committee.

Historian: Martine Painchaud had no report.

2014 Appointment of Historian Chair:

Motion made by Sue Varney, seconded by Roger Hoy, all approved to appoint Martine Painchaud as the Historian for MAAO.

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New Business:

Budget Proposal for 2014: Tammy Brown reviewed the proposed 2014 budget. Motion made by Dan Robinson, seconded by Martine Painchaud, all approved to co-sponsor a vendor booth at the MMA Convention with the MCIAAO with the fee being \$275 & to add a new line item to the account. It was noted that the budget will be approved at their January meeting.

Potential 2014 Meeting Dates: Darryl McKenney reviewed the proposed MAAO Meeting/Training Calendar. Motion made by Tammy Brown, seconded by Dan Robinson, all approved the Meeting/Training Schedule.

Newsletter conflicting months: After a brief discussion it was decided to leave the schedule of the newsletter the way it is. With board members getting their articles to the Newsletter Chair by the end of the first week of a newsletter published month, so the editor can have enough time to get the articles to MMA for publication by the end of the second week.

Other:

2014 MMA Administrative Service Agreement: Darryl McKenney indicated that the MMA 2014 Administrative Service Agreement reflects a 1.75% increase. MAAO currently pays a total of \$6,001.00. With the increase of \$105 a year MAAO would be paying \$6,106.00. Motion made by Dan Robinson, seconded by Martine Painchaud, all approved the 2014 Administrative Service Agreement.

Adjournment: Motion made by Darryl McKenney, seconded by Martine Painchaud, all approved to adjourn the meeting at 11:10 a.m.