

APPROVED

**Maine Association of Assessing Officers  
Board Meeting Minutes  
MMA - Augusta  
May 9, 2014**

**Present:** Rick Mace, Darryl McKenney, Tammy Brown, Roger Hoy, Mike D'Arcangelo, Martine Painchaud, Ruth Birtz, Mark Caldwell, Bill Healey, Melissa Carver.

**Conference Call:** Mark Caldwell.

**Excused Absence:** Dan Robinson, Sue Varney.

**Absent:** Jackie Robbins.

**Call to Order:** President Rick Mace called the meeting to order at 10:00 a.m.

**Secretary's Report:** Tammy Brown presented the Minutes of the March 7, 2014 meeting. Motion made by Ruth Birtz, seconded by Martine Painchaud, all approved the March 7, 2014 Minutes.

**Treasurer's Report:** Martine Painchaud presented the February and March financials and outstanding bills.

The balance as of February 28, 2014 was \$22,776.38. The balance as of March 31, 2014 was \$21,883.67.

Since the last Board meeting on March 7, 2014, we have paid the following:

MMA (January)	\$ 79.23
MMA (February)	\$ 37.01
Dan Robinson	\$100.00
Quality Copy	\$506.27
Lewis Cousins	<u>\$180.94</u>
<b>Total</b>	<b>\$903.45</b>

Balance as of May 8, 2014: \$20,980.22

Motion made by Rick Mace, seconded by Bill Healey, all approved the financial report for February and March 2014.

**Old Business:**

**Committee Reports:**

**Audit/Finance:** Mark Caldwell indicated the Audit Committee met April 16<sup>th</sup> and everything was in order.

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**Calendar/Advertisers:** Mark Caldwell reported the advertising form will be sent out soon. Mark is working on updating the vendor list.

**Newsletter:** Ruth Birtz reported the January newsletter went out a little late, the April Newsletter went a little better, but it's a challenge to get articles submitted. Ruth has some good photos for the next newsletter. Submissions should be sent to Ruth Birtz by June 1<sup>st</sup> for the June newsletter.

**Ethics:** Jacqueline Robbins was absent.

**Legislative:** Mike D'Arcangelo had no report.

**Membership:** Roger Hoy reported there are 240 paid members and 20 are currently unpaid as of May 9, 2014. William Healey will follow up next week with Vision regarding their unpaid members.

**Awards & Scholarship:** Tammy Brown reported that we have received one Assessor of the Year Award, but it's with Joan Kiszely and has not been reviewed yet. One scholarship application received. William Healey made a motion, seconded by Darryl McKenney to approve the Annual Conference scholarship.

**Technology Report:** Dan Robinson was absent. Rick Mace inquired who maintains and proofs the website. MMA maintains and any Board member who has any updates can e-mail Melissa Carver or Joan Kiszely and they will have the Resource Center make those changes.

**Executive Board:** Rick Mace had no report.

**Education:** Bill Healey reported on the following: The MAAO Fall Conference line-up is done.

MAAO will be interested in participating in sponsoring a session at the MMA Convention. Rick Mace will share the MMA Convention paperwork/reservation form with Bill Healey to submit.

Event/Workshop to be held on October 23, 2014. Melissa Carver provided the information for Keeley's Banquet Center Event Proposal of \$21.95 per person business meeting package. Bill Healey would like to have Joan Kiszely provide him an estimate of MMA's travel expense so they can build that into the workshop fee. Bill Healey will be in touch with Joan Kiszely to confirm details so she can sign the contract.

**Fall Conference:** Tammy Brown reported that she and Sue Varney have selected the menu/food items, keeping the menus similar to last year. The last deposit to Sebasco will be processed next week. Tammy Brown asked if the Board was in favor for attendee give-aways at the Conference. Tammy has researched and priced several different items. The Board favored the flash-drives, mouse pads and baseball caps. Bill Healey made a motion, seconded by Ruth Birtz, all approved for MAAO to provide some type of attendee gift/give-away and leave the final decision to Tammy and Sue on what items to purchase.

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Bill Healey made a motion, seconded by Martine Painchaud and approved by all to allow Tammy Brown and Darryl McKenney to stay in Cushman cottage again this year. Ruth Birtz will assist them with the hospitality spaghetti supper.

**Historian:** Martine Painchaud had no report.

### **New Business:**

IAAO Board Position Update: Bill Healey advised that due to a new policy, he cannot run for the IAAO Board position until he sits in on three IAAO courses.

Lincoln Maine Spring Training: Ruth Birtz reported she had a successful workshop with 30+ in attendance (including some of the presenters) and for a first time venue, it went very well.

CMAAO Workshop: Darryl McKenney attended this workshop. There were 50-60 attendees. The morning session was okay, afternoon session was better.

Bar Workshop – May 8, 2014 at MMA in Augusta: Bill Dale and Sally Daggett did a fantastic job. We had about 30 in attendance. Sally Daggett had asked if the registration/light dinner period next year could be just a half hour vs. an hour so that the registration would start at 4:00 p.m. and the session run from 4:30-7:00 p.m.

Workshops not already contracted with MMA discussion: Rick Mace reported that MAAO is all about education, but it can't be expected for MMA to assist with the workshops for free, and they need to think about expanding their contract with MMA to include additional trainings. Tammy Brown recommended that MAAO discuss with Eric Conrad in the fall about including two additional workshops.

Potential Board Member replacement to fill the Northern Maine vacancy: Tammy Brown will speak with Lewis Cousins, and she hopes to have additional information regarding a person to fill the northern territory position following her conversation with Lewis.

Interested in Committee List? Tammy Brown advised that the Committee Chairs should reach out to the people listed. There was discussion to possibly invite some of these people to the December Board meeting.

**Other:** Rick Mace reminded people that auction items are needed for the Fall Conference.

**Adjournment:** Motion made by Darryl McKenney, seconded by Tammy Brown, all approved to adjourn the meeting at 11:38 a.m.