

Approved

**Maine Association of Assessing Officers  
Board Meeting Minutes  
MMA - Augusta  
January 27, 2017**

**Present:** Ruth Birtz, Bill Healey, Jr., Darryl McKenney, Rick Mace, Tammy Brown, Roger Hoy, John Wentworth, Mike D’Arcangelo, Debbie Turner, Dan Robinson, Jacki Robbins

**Conference Call:** Lewis Cousins

**Excused Absence:** Martine Painchaud

**Call to Order:** President Ruth Birtz called the meeting to order at 10:04 a.m.

**Secretary’s Report:** Tammy Brown presented the Minutes of the December 2, 2016 meeting. Motion made by Rick Mace, seconded by Dan Robinson, all approved the December 2, 2016 minutes with corrections.

**Appointment 2017 Secretary:**

Nominations: Tammy Brown. Motion made by Jacki Robbins seconded by Mike D’Arcangelo all approved with one abstained to appoint Tammy Brown as the Secretary.

**Treasurer’s Report:**

Tammy Brown reported on the balance as of January 25, 2017

**Balance as of January 25, 2017: \$12,134.73**

The Board discussed the delay in financial reporting from the MMA Financial Department. There has been quite a delay in getting the monthly financial report.

Motion made by Rick Mace to approve the financial report with concerns regarding MMA’s delay in forwarding the financial reports., seconded by Debbie Turner, all approved the financial report.

**Appointment 2017 Treasurer:**

Nominations: Martine Painchaud. Motion made by Jacki Robbins, seconded by Mike D’Arcangelo, all approved to appoint Martine Painchaud as the Treasurer.

**Committee Reports:**

**2017 Appointment of Audit/Finance Committee Chair:**

Nominations: Ruth Birtz. Motion made by Rick Mace, seconded by John Wentworth, all approved to appoint Ruth Birtz to be the Chair of the Audit/Finance Committee.

**Audit/Finance:** Nothing to report

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**2017 Appointment of Calendar/Advertisers Committee Chair:**

Nominations: Lewis Cousins. Motion made by Rick Mace, seconded by Dan Robinson, all approved to appoint Lewis Cousins to be the Chair of the Calendar/Advertisers Committee.

**Calendar/Advertisers:** Lewis Cousins reported that 110 letters have gone out to potential advertisers.

**2017 Appointment of Newsletter Committee Chair:**

Nominations: Ruth Birtz, Motion made by Mike D'Arcangelo, seconded by Debbie Turner, all approved to appoint Ruth Birtz to be the Chair of the Newsletter Committee.

**Newsletter:** President Ruth Birtz reported the January issue has gone out. She thanked Tammy for her assistance with this issue. Ruth reminded the board that she needs articles for the next issue.

**2017 Appointment of Ethics Committee Chair:**

Nominations: Jacki Robbins Motion made by Rick Mace, seconded by Darryl McKenney, all approved to appoint Jacki Robbins to be the Chair of the Ethics Committee.

**Ethics:** Jacki Robbins had no ethics issues to discuss.

**2017 Appointment of Legislative Committee Chair:**

Nominations: Mike D'Arcangelo. Motion made by Roger Hoy, seconded by Debbie Turner, all approved to appoint Mike D'Arcangelo to be the Chair of the Legislative Committee.

**Legislative:** Mike D'Arcangelo reported on the recent 706 case that involved Bill Van Tuinen's personal property report. He encouraged the Board member to read the ruling in this case.

**2017 Appointment of Membership Committee Chair:**

Nominations: Roger Hoy. Motion made by Bill Healey, Jr., seconded by Dan Robinson, all approved to appoint Roger Hoy to be the Chair of the Membership Committee.

**Membership:** Roger Hoy reported there are 255 paid members as of December 31, 2016, Roger will forward a copy of the membership list to Lewis.

**2017 Appointment of Awards & Scholarship Committee Chair:**

Nominations: Tammy Brown. Motion made by Darryl McKenney, seconded by Debbie Turner, all approved to appoint Tammy Brown to be the Chair of the Awards & Scholarship Committee.

**Awards & Scholarship:** Tammy Brown reported there have been no applications for scholarships. There also have been no nominations for Assessor of the Year.

**2017 Appointment of Technology Chair:**

Nominations: Dan Robinson. Motion made by Bill Healey, Jr, seconded by Darryl McKenney, all approved to appoint Dan Robinson to be the Chair of the Technology Committee.

**Technology Report:** Dan Robinson had question about who he should contact regarding the website. He stated he reached out to Joan but had no response from her yet. He will follow up

Approved

with Joan. There was some discussion about the presentation done by Kerry Leitchman about his wireless system that he presented at the Vision Users Group meeting.

**2017 Appointment of Executive Board:**

Nomination: Rick Mace. Motion made by Dan Robinson, seconded by Darryl McKenney, all approved to appoint Dan Robinson to be the Chair of the Technology Committee.

**Executive Board:** Rick Mace had nothing to report.

**2017 Appointment of Education Chair:**

Nomination: Bill Healey, Jr, Motion made by Dan Robinson, seconded by Darryl McKenney all approved to appoint Bill Healey, Jr. as Chair of Education.

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

**2017 Appointment of Conference Committee Chair:**

Nomination: Debbie Turner. Motion made by Bill Healey, Jr, seconded by Dan Robinson, all approved to appoint Debbie Turner as Chair of Conference Committee.

**Conference Committee:** Debbie Turner asked if we were going to include Code Enforcement Officer sessions at this year's fall conference. She noted enrollment was down in this session in 2016. The Board supports continuing to offer CEO sessions at the fall conference. Dan Robinson will contact MBOIA President Paul Demers to discuss topics for the fall conference.

There was some discussion about the setup for the speaker podium in the conference room. It was suggested that the podium be set deeper in the seating area.

**2017 Appointment of Historian Chair:**

Nomination: Darryl McKenney. Motion made by Dan Robinson, seconded by Rick Mace, all approved to appoint Darryl McKenney as the Historian for MAAO.

**Historian:** Darryl McKenney discussed the historical assessment books he was given. He also handed out some assessment historical data from the 1800's. He asked Tammy to prepare some of this information for the next newsletter.

**New Business:**

**Budget Proposal for 2017:** Tammy Brown presented the proposed 2017 budget. Motion made by Rick Mace to approve the 2017 Budget with projected expenditures of \$30,127 and projected Revenues of \$30,820, seconded by Dan Robinson, all approved the 2017 Budget.

**Northern Maine Spring Workshop:** Set for April 14<sup>th</sup> to be held at Northern Maine Development Commission in Caribou. Lewis discussed the educational offerings for this workshop. MMA will get the materials needed for this workshop to Lewis.

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There was some discussion regarding the cost of this workshop. The Board suggested to add a non-member fee of \$5.00 above the member fee for this workshop.

**Board of Assessment Review:** Set for May 11<sup>th</sup> at 4:00 p.m. at MMA in Augusta, with live interactive video conferencing in Caribou. Bill Healey, Jr. will be present at the Augusta location to represent the MAAO Board.

**Other Business:**

The Board discussed the relationship between MAAO, MCIAAO and Maine Revenue Services. The Board is interested in working together with these organizations to bring more educational offerings to our membership.

**Adjournment:** Motion made by Darryl Mckenney, seconded by Dan Robinson, all approved to adjourn the meeting at 12:05 p.m.