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**Maine Association of Assessing Officers
Board Meeting Minutes
MMA - Augusta
May 4, 2018**

Present: Bill Healey Jr., Darryl McKenney, Tammy Brown, Martine Painchaud, John Wentworth, Rick Mace, Debbie Turner, Ruth Birtz, Dan Robinson, Lewis Cousins, Roger Hoy, and Jen Stiles-MMA.

Conference Call In: Travis Roy & Craig Skelton

Call to Order: President Bill Healey, Jr. called the meeting to order at 10:05 a.m.

Secretary's Report: Tammy Brown presented the Minutes of the March 2, 2018 meeting. Motion made by, Rick Mace seconded by, Dan Robinson all approved the March 2, 2018 minutes with edits.

Treasurer's Report:

Martine Painchaud reported on the balance (Total Assets) as of January 31, 2018 - \$14,127.46.
Martine Painchaud reported on the balance (Total Assets) as of February 28, 2018 - \$14,317.37
Martine Painchaud reported on the balance (Total Assets) as of March 30, 2018 - \$14,022.52

Paid out since March 2, 2018

MMA January 2018 Invoice	\$ 32.26
MMA February 2018 Invoice	\$171.35
Total Invoices Paid	\$203.61

Paid in May 2018:

BAR workshop catering	\$947.70
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Motion made by, Rick Mace seconded by, Dan Robinson all approved the financial reports.

Committee Reports:

Audit/Finance: Ruth Birtz – no report.

Calendar/Advertisers: Lewis Cousins had no report.

- Doing mailing in July for the calendar. He requested that the board work on contacts.

Newsletter: Tammy Brown reported on the following:

- Received good submissions for next issue. Asking for submissions from Board. Deadline is Monday, May 7th.

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Ethics: Travis Roy and Craig Skelton reported on the following:

- Changes to ethics in By-Laws - Travis agrees with Craig's suggested changes.
- Discussing #5: what is considered acceptable felons. Discussing level of felon needed to not be renewed. Rick Mace agrees with those that are not a direct conflict. Dan Robinson would like to reference that it would be determined by the Board or Executive Committee. Craig Skelton will change the wording, and he indicated it will need to be mailed to the membership before voted on and then made final.

Motion made by Rick Mace to accept changes to ethics, seconded by Dan Robinson, all approved the ethics changes.

Legislative: Darryl McKenney reported on the following:

- Legislative adjourned last Wednesday they discussed 706 changes. Not sure where poverty abatement ended.

Membership: Roger Hoy reported on the following:

- 251 members & 28 unpaid as of May 4, 2018.
- Roger Hoy tries to get new membership at summer schools.
- Roger Hoy contacts unpaid members personally to see if they would like to renew or if we cancel them.
- Jen Stiles reported on what has been received for membership from CMA invites and from invoicing unpaid 2017 members and 2018.
- Roger Hoy reported that last year at the Summer School, a lot commented that they couldn't sign up as a member as they did not have their CMA. It was discussed to remind people that we do have a Student Membership.
- Debbie Turner suggested that Roger Hoy speak on membership at the MAAO Fall Conference. Darryl McKenney suggested a membership announcement also be made at the property tax school. Travis Roy suggested inviting new CMA's which is what MMA already does.

Awards & Scholarship: Rick Mace – nothing to report.

Technology Report: Dan Robinson will report when he reports on website.

Executive Board: Ruth Birtz – nothing to report.

Education: Bill Healey reported on the following:

- Recently completed Northern Maine Spring Workshop and Board of Assessment Review Workshop.
- Lewis Cousins reported Northern Maine Spring Workshop. He indicated it went well except for speaker being ill. Almost filled room. Darryl reported that the BAR workshop was well attended.
- Fall Conference: Travis Roy will do a presentation. Bernstein & Shur will do a presentation. Discussion on doing a E911 & solar panel presentation.

Conference Committee: Tammy Brown reported the following:

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- Tammy Brown reported on the contracts for 2019 & 2020.
- Contracts were voted on back in December, Joan Kiszely and Tammy Brown negotiated a better price.
- Bill Healey signed the new pricing contracts at May 4th meeting and MMA needs send to Sebasco.
- Will figure out menu after meeting to finalize.
- Bill Healey will email Tammy Brown list of speakers and she will work on vendor and attendee packet.
- Conference is on schedule.
- Bill Healey wants to make sure MAAO offers something that is higher level certification for sessions.
- For the MMA Convention Clint from MCIAAO has worked on a banner, and is looking for feedback.

Historian: Darryl McKenney reported on the following:

- Becky Seel is updating manual and will be retiring. Invited her to meeting to present her with card and flowers.

New Business:

Website Discussion: Dan Robinson reported on the following:

- No budget for the website so may not be done until next year. Will be \$1,000, \$50 per hour. Would like to add twitter and face book accounts to website, need to create accounts and have them maintained. Dan Robinson indicated he will send examples to everyone. Dan Robinson would like to submit some changes to Ben Thomas by end of this year.
- **Listserv policy:** Tammy Brown sent a draft to everyone to review. Joan Kiszely had supplied examples from MBOIA and MTCMA. Tammy Brown took highlights and drafted what she presented to be discussed for changes/updates. Tammy Brown would like a policy in place as a reminder for members. Rick Mace mentioned updating the formatting of document. Dan Robinson questioned why MRS doesn't contribute to MAAO for the listserv. Dan Robinson thinks a letter should be sent to them. Board all agrees that MRS, Maine Chapter of IAAO and MAAO should have a better connection and communication but the cost will be borne by MAAO.

Motion made by Rick Mace to accept draft presented of listserv policy, seconded by Dan Robinson, all approved listserv policy as amended.

- **Membership dues:** MAAO will be increasing their dues amount for 2019. This was discussed and approved at last meeting.
- **Other:** Tammy Brown has had a few requests for the padfolio's. Wondering if there could be an approval to do them again for Fall Conference or order enough for new Board Members. Doesn't have current price, but has price from 2012 which was \$9.85 a piece for 100 along with setup fee. Rick Mace commented it would be a nice speaker gift. Tammy Brown suggested to maybe order 50 for stock? Tammy will have final inventory numbers on the other fall conference giveaways at annual meeting. Discussion on new

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giveaway ideas. Dan will get pricing for padfolios, pens and post its. No budget for giveaways, comes out of fall conference budget.

Bill Healey commented on IAAO instructor training, he did not get into class but has been added to the wait list.

Adjournment: Motion made by Rick Mace, seconded by Dan Robinson, all approved to adjourn the meeting at 11:16 a.m.