

APPROVED

**Maine Association of Assessing Officers Board Meeting
August 2, 2024 11:00 a.m.
MMA, Augusta & Zoom**

Present In-Person: Tammy Brown, Nick Cloutier, Valerie Moon, Darryl McKenney, Ruth Birtz, Travis Roy, & Melissa White (MMA)

Present via Zoom: Dean Prindle, Lewis Cousins, Luke Vigue, & Cindy Namer

Guests:

Excused Absent: Theresa Duff, Taylor Burns & William Healey Jr.

Call to Order: President Lewis Cousins called the meeting to order at 11:06 a.m.

Secretary's Report: Tammy Brown presented the minutes from May 10, 2024 and planning meeting June 21, 2024 for review and approval.

Motion made by Tammy Brown, seconded by Lewis Cousins, all approved the May 10, 2024 minutes. Motion carried.

Motion made by Valerie Moon, seconded by Ruth Birtz, all approved planning meeting June 21, 2024 minutes. Motion carried.

Treasurer's Report: Lewis Cousins reported on the financial reports as of April 30, 2024, May 31, 2024, and June 30, 2024.

Motion by Valerie Moon, seconded by Ruth Birtz, all approved the financial reports as presented. Motion carried.

Old Business

Committee Report

1. Audit/Finance (Usually no report until Annual Fall Conference)
 - Luke Vigue/Darryl McKenney Report
 - Nothing to report

2. Awards & Scholarship
 - Tammy Brown/Valarie Moon Report

APPROVED

- One scholarship application for review/approval, received 7/25 from Judy Mathiau, Town of Winslow, seeking consideration for a full scholarship to the MAAO Fall Conference. This is the only application we have received.

Motion made by Tammy Brown, seconded by Ruth Birtz to approve the scholarship application from Judy Mathieu, all approved. Motion carried.

3. Calendar/Advertisers

- Nick Cloutier/Theresa Duff Report

Nick reported the expedited revenue from the budgeted amount was \$1500, and they ended up with the total revenues of \$2130.

The calendar has been sent to the printer in Presque Isle for an estimate, printing only 75 this year since only about 50 were distributed last year.

The estimate is for \$726.00 for 75 copies.

4. Conference

- Tammy Brown/Travis Roy/Bill Healey Report

Registration opened Friday, June 19. Counts to date:

Vendors: 1 vendor booth so far (IAAO)

Attendees: 25 (includes 8 speakers, 2 MMA staff)

Tammy reported that the individual break packages are less than the full break packages, so they are going with the a la cart options, which provides something for all guests.

Need to know if Steve Sullivan is speaking as MRS rep for Friday – currently listed as only Amanda Campbell, MMA.

MRS has not confirmed the name just yet who is presenting.

Bar service quote – set to proceed?

Self-pay bar for Wednesday and Thursday nights during/following dinner are only subject to “a surcharge of \$100 per bar if volume is less than \$500 in first 90 minutes of service”.

Reminder that menu is due 4 weeks out, Tammy and Cindy will provide that to CC soon.

Chelsea is beginning work on the program booklet and misc. print materials for the conference.

5. Distance Learning – This is no longer a committee

- Travis Roy/Lewis Cousins Report

6. Education

- Bill Healey/Dean Prindle Report

APPROVED

-Nothing further to report

7. Ethics

- Travis Roy/Dean Prindle Report

-Nothing to report

8. Executive Board

- Ruth Birtz Report

-The board met today to review and select the Legacy award and Assessor of the Year award winners.

9. Historian

- Darryl McKenney Report

-No new updates

-Mentioned he has a number of items for the auction

-The funds from the auction can be used to cover award expenses if the board makes that determination.

10. Legislative

- Darryl McKenney/Valarie Moon Report

-The Legislature is not in session, nothing to report

11. Membership

- Theresa Duff/Cindy Namer Report – (303 Members, 49 are currently unpaid)

Cindy Namer provided an update on the MAAO paid/unpaid members list for MAAO since splitting up the list of unpaid members amongst the board to solicit dues from them directly via email/phone. Cindy provided a list to MMA on 7/25/24, directing them to cancel certain members without a fee – this task is completed.

Melissa explained that upon the second notice due date, if a membership is unpaid, it will need to be cancelled because the Ebusiness platform is not able to recognize paid versus unpaid renewed memberships.

APPROVED

Motion made by Valerie Moon, seconded by Cindy Namer, for MAAO to cancel all unpaid members after the second notice due date as a standard practice each year, all approved. Motion carried.

12. Newsletter

- Luke Vigue Report

The Spring 2024 newsletter (May 2024) was posted to the listserv and MAAO website on July 23.

He noted he already has a few articles for the next issue and plans to get that newsletter out after the Fall Conference.

13. Technology Report

- Taylor Burns Report

-Taylor was absent

New Business

- Lewis reported that Sebasco Harbor Resort reached out regarding the 2024 contract for the MAAO Fall Conference. This is the second time a new Sebasco staff person has reached out about the 2024 MAAO fall Conference contract. MAAO cancelled the 2024 contract on 7.11.23. Melissa provided Lewis with the email chain where MAAO sent the cancellation request in writing to the General manager, Krystal Leoni, who no longer works for Sebasco. A Sebasco rep had reached out in February of 2024 inquiring about the contract and was advised at that time that MAAO had cancelled on 7/11/23.
- Lewis mentioned there were issues with the World Pay fees for the credit card acceptance that MMA is working to fix.
- Luke mentioned MAAO will host a roundtable discussion session on short term rentals at the 2024 MMA Convention. He noted who the presenters are and will work with them at the Fall Conference to discuss the session.
- The next meeting will be September 20th after the Fall Conference.
- Lewis and Tammy will be working on the Slate of Officers for the next year.
- The audit committee will need MMA to forward the financials for review.
- Adjournment
Motion by Travis Roy, seconded by Ruth Birtz, to adjourn the meeting at 11:54 a.m..