

New Hampshire Tax Collectors' Association  
Executive Board Meeting  
Plodzick & Sanderson  
November 13, 2014  
9:30 am

**Executive Board Members Present:** President Raymah Simpson, CTC, 2<sup>nd</sup> Vice President Melinda "Min" Kennett, CTC, Treasurer Joyce McGee, CTC, Secretary Charity Blanchette, CTC, Education Committee Chair Diane Trippett, CTC, Director of Public Relations Kathy Seaver, CTC, Conference Coordinator Terri Briand, CTC

**Absent:** 1<sup>st</sup> Vice President Kellie Skeeahan, CTC, Legislative Chair Dave Fredette, CTC, Workshop Coordinator Pessy Gaudette, CDTC, and Director at Large Kathleen Sylvia, CTC

**Correspondence:** Raymah read a thank you letter from the Alzheimer Association for NHTCA's donation in memory of former collector Joyce Tolman. She read a thank you card from Lisa Theroux, Connecticut Tax Association's 2<sup>nd</sup> Vice President for the members' hospitality at Fall Conference. Raymah also read a thank you card from Steve Plodzick for his retirement gift. Charity read a thank you from Mary Johnson for the resolution sent on behalf her husband Steve Johnson a former collector. Also, Charity read an email from Rita Friedman, which expressed her concerns and disappointments with fall conference.

The board again discussed the BMSI breakout session at fall conference. It was expressed by many members of the board that there was a paid presenter and they went over the time frame allotted. They could have rescheduled for another time during the convention not to interfere with the conference schedule and the company was made aware that was an option. A user group session is to be used for educational purposes not sales. At the next conference Terri is going to offer the vendors the opportunity to schedule a demonstration room to promote their product. It will need to be done outside of the educational hours, that way it will not interfere with the schedule of events.

**Kathy made Motion to clarify September 19<sup>th</sup> minutes regarding demo rooms at conference. There will be no demo rooms during the educational hours of conference. Seconded by Diane. All in favor. Motion carried.**

**Min made a motion to accept the minutes of the October 9, 2014, meeting. Seconded by Joyce. All in favor. Motion carried.**

**Secretary Report** – Charity presented financial report of unpaid dues to make board aware that Cornish, Danbury, Harts Location, Hinsdale, Langdon, and Sharon remain unpaid. Raymah is going to contact Danbury to discuss and Charity going to talk with DRA regarding the status of Harts Location, if they are still collecting taxes or if their tax collection is being done by another town.

**Joyce made motion to accept Secretary's report. Seconded by Min. All in favor. Motion carried.**

**Treasurer's Report** – All expenses for conference have been paid. There was quite a bit of merchandise sold at conference. The Association remains in good financial shape.

**Diane made a motion to accept the Treasurer's Report. Seconded by Terri. All in favor. Motion carried.**

**Workshop Coordinator** – No report.

**Certification** – Committee has not met. The meeting is to be held next Thursday. Kathy mentioned she has a lot of law book binders in storage and she would like to put them together with the most current law book information to give to the new collectors along with a long sleeve t-shirt because we have so many. These will be distributed at the New Collectors' Workshop. The group agreed.

Kathy is going to work on purchasing a laptop for Certification and the Association in conjunction with Diane purchasing projectors & PA systems.

Mary Hoyt in Strafford won the Anne Ingemundsen Certification Scholarship.

**Joyce made motion to accept the Public Relations and Certification reports. Seconded by Diane. All in favor. Motion carried**

**Legislative Committee** – No report

**Conference Coordinator** – Terri spoke with April after the Town Clerks' Conference & discussed changes that we would like to make for next year. She contacted Loon Mountain and they were going to get information to her and they have not followed through several times. Joyce said, don't waste your time and don't bother chasing them. Raymah stated, she realizes that people don't like to go to the same place all the time but it is nice to be at a place that people/towns can afford and also the staff is prepared for what we need. The hotel staff at North Conway Grand have adapted to our wants & needs and that makes the conference committee's job so much easier. When it works smooth for the conference committee things will go much better for the group as a whole. It is not an easy task to please everyone and the board and the staff at the North Conway Grand strive for that.

One of the main concerns was the overcooked meat. It was discussed with the staff at the North Conway Grand and it will be resolved by having a carving station.

Raymah thinks having buffet both nights will allow for a carving station. Diane suggested having two buffet lines in different locations to keep the line moving quicker.

There was discussion regarding people speaking at the microphone so everyone can be heard. Terri is going to look into having several remote microphones so we can have people go to those that have a question and their question can be heard.

Terri mentioned that April said it will not be much to add an omelet station to breakfast. It has been discussed in detail what can be done to make improvements to the meals.

Joyce, Charity & Terri are working on the registration forms to include both the conference registration form & commuter form into one form.

Terri mentioned she would like to do another raffle with prizes for conference. The North Conway Grand will give a 2 night stay with breakfast & Terri has already been given Mel's Funway passes. The board will work on trying to get other donations.

Terri reminded the board that we discussed changing the vendor fees to include meals. It is suggested to include lunch and dinner for 1<sup>st</sup> day & breakfast and lunch for the 2<sup>nd</sup> day for two people. They have the option to purchase dinner tickets. It is suggested to up the price to \$350.

**Kathy made motion to up the vendor fee to \$350 which will include meals. Seconded by Terri. All in favor. Motion carried.**

**Joyce made motion to accept Conference Coordinator report. Seconded by Kathy. All in favor. Motion carried.**

**Education Committee** – Spring Workshops are pretty much set. Bernie going to do a mobile home session and add a round table session. Kathy suggested extending the hours. It was suggested that the panel have some questions as a standby incase the group doesn't have any questions during the round table, so they can get a full day of education.

**Min made motion to accept Education Committee report. Seconded by Joyce. All in favor. Motion carried.**

**County Coordinator report** – No report

Raymah asked to set a tentative meeting schedule for the next year:

December 9, 2014 – Job description workshop (all day)– Plodzik & Sanderson – 9:30

January 8, 2015 – Plodzik & Sanderson – 9:30am

February 12, 2015 – Plodzik & Sanderson – 9:30am

March 12, 2015 – Plodzik & Sanderson – 9:30am

April – NO Meeting due to Spring Workshops

May 14, 2015 – County Coordinator Meeting – DRA – 9:30am

June 11, 2015 – Plodzik & Sanderson – 9:30am

July 9, 2015 – Plodzik & Sanderson – 9:30am

August – NO Meeting – Certification

September 10, 2015 – Plodzik & Sanderson – 9:30am

Raymah asked if there was any further business. There being no further business **Kathy made a motion to adjourn. Seconded by Min. All in favor. Motion carried.**

Meeting adjourned @ 12:17pm.

Respectfully submitted,

Charity M. Blanchette  
Secretary