

New Hampshire Tax Collectors' Association
Executive Board Meeting
Plodzick & Sanderson
December 8, 2016
9:30 am

Executive Committee Members Present: President Melinda "Min" Kennett, CTC, 1st Vice President Hannah Joyce, CTC, 2nd Vice President Benjamin Bynum, CTC, Secretary Charity Blanchette, CTC, Treasurer Joyce McGee, CTC, Education Committee Chair Dawn Enwright, CTC, Director of Public Relations Kathy Seaver, CTC, Legislative Committee Chair David Fredette, CTC, Director at Large Kellie Skehan, CTC

Absent: Workshop Coordinator Esaundra "Pessy" Gaudette, CDTC, Conference Coordinator Terri Briand, CTC

Guest: Jamie Dow & Michelle Clark, DRA

Jamie and Michelle mentioned the Education Committee did not meet last week. They would really like to find time to meet and discuss presentation and speakers for the New Collectors' Workshop.

Kathy mentioned that the Education Committee should meet face to face at least a few time during the year. Discussions over email is just not enough.

DRA has booked the space for the entire last week in March for the New Collectors' Workshop until the 2 dates are selected. It was decided that Monday, March 27th and Wednesday, March 29th would be best.

Kathy reminded the group that supplemental warrants on tax commitments should be sent to DRA so they are able to balance all committed amounts. Joyce mentioned it would be a good idea to send the message out to everyone on the google group.

Workshop Coordinator Report – Pessy emailed an update to the Committee. She asked if a committee member from up in the North Country could check out the Elks Club for a potential meeting space for the Spring Workshop. Charity reported that she and Joyce are looking into visiting the site. Joyce has contacted them and obtained details and they told us we can stop by anytime. They are available on the desired date and the fee is \$350. Charity and Joyce are going to set a date to take a look.

Secretary Report – Charity distributed the minutes from the November meeting for review.

Joyce made a motion to accept the November 10, 2016, meeting minutes. Seconded by Dawn. All in favor. Kathy and Ben abstained. Motion carried.

Treasurer Report – Joyce distributed her report. She reported that she paid the 2nd retainer for the lobbyists. She also paid for some supplies. Revenue will start coming in again once the workshop registrations go out.

Dave made a motion to accept the Treasurer's report. Seconded by Hannah. All in favor. Motion carried.

Public Relations/Certification Report – The Certification Committee meeting will be held this afternoon. They will be changing up a class this year and are possibly looking to do a grant writing class.

Becky Benvenuti is working with Kathy on taking over the certification records.

Legislative Committee Report – Dave emailed a list of proposed bills found by the lobbyists, however at this time the wording of the bills are not available. As soon as the explanation of the bills are available he will get them out to the committee.

Conference Coordinator Report – Terri was unable to attend.

Education Committee Report – Dawn mentioned that she needs to get the committee together. She will set a meeting date in January and they will nail down topics, presenters, etc. for the New Collectors' Workshop.

County Coordinator Report – Hannah is going to send out to the County Coordinators the New Collector Workshop & Spring Workshop dates.

Director at Large – Nothing to report.

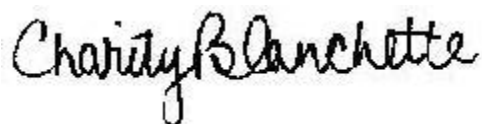
Old Business – Kathy has received approval to move the storage unit items to the upstairs space in her office building. It would be a good idea to move the stuff sometime in April as the lease expires May 1, 2017.

Min mentioned it would be a good idea to find an interested person to start shadowing Kathy on how to keep up on the law book updates. Kathy thinks it should be someone from the Legislative Committee and should be someone that has the time to put into it. It is a very time consuming task. It was suggested to put it out on the google group looking for that person. Kathy will put something together to get out on the google group.

Charity reported talking with Amy at Avitar Associates about the wording on the Tax Collector's deed generated by their software. The date mentioned in the first paragraph currently reads "for the year (lien year) by the authority in me" when in fact it should read "for the year (current year) by the authority in me." Amy stated, if the committee discusses and agrees that the date should show the current year and not the lien year and it is stated in the minutes of the meeting they will make the change to the current year. **The Committee agrees that the date should read the current year.** Charity will contact Amy once minutes are approved at January meeting and request the change.

Dave made a motion to adjourn. Seconded by Joyce. All in favor. Motion carried.

Respectfully submitted,



Charity M. Blanchette
Secretary