

**New Hampshire Tax Collector's Association
Executive Committee Meeting
Farmington Town Office
Friday, March 13, 2020
9:30am**

Executive Committee Members Present: President Hannah Joyce, CTC, 1st Vice President/Conference Coordinator Terri Briand, CTC, 2nd Vice President Erica Anthony, CTC, Treasurer Joyce McGee, CTC, Secretary Charity Baker, CTC, Director of Public Relations Kathy Seaver, CTC

Absent: Director at Large Melinda "Min" Kennett, CTC

Guests: Michelle Clark and Penny Touchette, DRA

Michelle has been communicating with Diane Trippett regarding the New Collectors' Workshop and if it is going to move forward due to the Coronavirus pandemic.

Secretary Report – Charity distributed minutes from the February meeting. **Joyce made a motion to accept the February 20, 2020, meeting minutes. Seconded by Terri. All in favor. Motion carried.**

Treasurer Report – Joyce distributed the Treasurer's report and mentioned money is coming in for the workshops. She paid the invoice for Bernie regarding Polonsky case.

Hannah sent a card to Cindy Treadwell's son on behalf of the membership.

Joyce mentioned today is the deadline for the New Collectors' Workshop scholarship. She will draw the winners on Monday.

Terri made a motion to accept the treasurer's report. Seconded by Erica. All in favor. Motion carried.

Hannah wanted to ask the board what their thoughts regarding the Coronavirus and the upcoming Spring Workshops. Hannah suggested cancelling the Spring Workshops and to distribute the materials out to the County Coordinators so they can present it at their county meetings. Joyce is going to bring this information to the Certification Committee to see if the county meeting will count toward the certification requirement.

Joyce said, she feels cancelling both the New Collectors' and the Spring Workshops is the responsible thing to do.

Terri made a motion to cancel the Spring Workshops in light of the Coronavirus and request the County Coordinators present the materials at the County meetings. Seconded by Joyce. All in favor. Motion carried.

Terri made a motion to postpone the New Collectors Workshop for a later date in light of the Coronavirus. Seconded by Erica. All in favor. Motion carried.

Hannah is going to get the word out to the membership and Education Committee regarding the cancellation. Joyce is going to contact the workshop locations and caterers and Charity is going to get a list of those attendees that need to be refunded.

Public Relations Report – Kathleen was unable to attend.

Legislation Committee Report – Hannah shared Becky’s email regarding her leaving the City of Portsmouth and stepping down as the Legislative Committee Chair however she is willing to assist on the committee. Hannah also mentioned that Dawn Enwright is willing to step up as the Chair until conference. Hannah officially appointed Dawn as Chair of the Legislative Committee.

Education Committee Report – Joyce asked if anyone has stepped up to become the Education Chair for conference. She suggested where Erica is the Executive Committee Representative on the committee she may need to step up as the Chair until someone steps up, that way things will get done for conference. Hannah reminded the committee that we already decided that we were going to have a meeting after the New Collectors & Spring Workshops with the Education committee to figure out how to move forward.

Conference Coordinator Report – Terri reported she has nothing at this time.

County Coordinator Report – Terri reported that Cindy Woodward in Milan and Melanie Mathieu in Colebrook are going to step in as Coos County Coordinators and Min will stay on to assist them until conference and then Cindy and Mel will take over on their own.

We still need 1 Coordinator in Merrimack and 1 in Cheshire. Erica is going to check with a couple people in Merrimack county.

Old Business – Hannah wanted to revisit the topic of changing the President track back to a 1-year term. There is a big concern with members getting burned out because 2-year terms in the end is an 8 year commitment. It was the feeling of all the committee members that a 1-year term is better.

Joyce made a motion to recommend to the By-law committee that we change all positions back to a 1-year term starting in 2020. Seconded by Terri. All in favor. Motion carried.

New Business – Bernie received an email from Steve Buckley, NHMA’s legal counsel regarding exemption/credit language on the tax bills and ways to change the notification to taxpayers. Bernie replied to Mr. Buckley that he would pass the information along to the Executive Committee and recommend they appoint a representative of the Executive Committee sit in on the discussions. Hannah received a letter from Bernie regarding the email correspondence with Mr. Buckley. Erica said she would reach out to Steve Buckley to participate as the liaison on behalf of the Tax Collectors Association.

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

Respectfully submitted,

Charity Baker
Secretary