

**MAINE WELFARE DIRECTORS' ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES
DECEMBER 9, 2010
MMA - Augusta**

Present: Dot Meagher, Mary Bartlett, Stacey Parra, Vicky Edgerly, Sue Charron, Mary Frances Bartlett, Darryl McKenney, Linda Fossa, Rene Daniels, Diane Sheldon, Cheryl Johnson, Joan Kiszely.

1. **Call to Order:** President Dot Meagher called the meeting to order at 11:32 a.m.

2. **2011 MMA Administrative Services Agreement:** Dot Meagher presented the 2011 MMA Administrative Service Agreement and noted that there was going to be a 1.5 % increase. Rene Daniels wanted to go on record that he does not like the service he personally is getting from MMA. He explained his reasoning and it was decided that he would meet with Joan Kiszely after the meeting. Motion made by Stacey Parra, seconded by Vicky Edgerly, all approved the 2011 MMA Administrative Service Agreement.

3. Committee Reports:

Legislation Committee: Sue Charron noted that Kate Dufour has a deadline of January 7, 2011 to get sponsors for legislative bills. Dot Meagher, Sue Charron and Kate Dufour will work on a brief letter to go to the Governor Elect.

Professional Development Committee: Stacey Parra reported on the 2011 Spring Conference. After a brief discussion, motion made by Vicky Edgerly, seconded by Rene Daniels, all approved to hold their Spring Conference on May 16 & 17, 2011. After a discussion on the site location it was decided that Stacey Parra would do a survey to the membership and give them a choice of Portland – The Wyndham; Bath – Hampton Inn; or Augusta – Senator Inn. Dot Meagher and Stacey Parra noted they would still like to do a site visit at the Bath location. They requested that Joan Kiszely contact the Senator Inn, Augusta to inquire about May 16 & 17 dates and get a Proposed Contract.

GA Advance: Stacey Parra reported that she would like the GA Advance workshop at MMA, and will contact Joan Kiszely to work out a date when the conference room is available.

Membership Meeting: Stacey Parra noted that she would like to hold a MWDA membership meeting in January. She would welcome some suggested topics. It was the consensus of the board to hold a Membership Meeting in January.

Membership Committee: Cheryl Johnson – no report. There was a brief discussion on members who have not paid and where the responsibility lies. It

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was suggested that the membership chair take the lead on the follow-up to members who have not paid their dues.

Financial Committee: Linda Fossa reported that she met with Sue Charron, Dot Meagher, and Stacey Parra on December 2nd to work on the budget. They reviewed itemized expenses. Linda then met with Joan Kiszely to go over the budget and line items. Linda reported that Sarah Ledoux will meet with the Finance Committee this afternoon to go over IRS Federal forms, and to go over changes on their financial form.

4. **Old Business:**

- **Administrative Service Agreement:** Dot Meagher reported this is still a work in progress.
- **Bylaws Status Report:** Sue Charron reported that we need to propose some by-law changes if MWDA is not going to schedule the Executive and/or Membership meetings as outlined in the current by-laws.
- **Certification Training:** Dot Meagher reported that the Professional Development Committee will review the guidelines and update them.

5. **New Business:**

- 2011 MMA Administrative Service Agreement Discussion

6. **Other Business:**

- The board thanked Linda Fossa for inviting Governor Elect LePage to attend the Legislative Meeting. For the record, he did attend that session this morning.

7. **Adjournment:** Motion made by Stacey Parra, seconded by Rene Daniels, all approved to adjourn the meeting at 12:30 p.m.