

**Maine Welfare Directors
Board Meeting
June 23, 2009
9:00 a.m.
Maine Municipal Association**

Attendance: Linda Fossa, Dot Meagher, Darryl McKenney, Stacey Parra, Rene Daniels, Joan Kiszely

Guest: Sarah Ledoux

- **Finance:** Review Expenses and Accounts Receivable
 - Registration with Secretary of State, entity doing business in Maine as a nonprofit, Sarah Ledoux: Sarah Ledoux gave an update on filing with the Secretary of State. She also reported on a 990 report that they need to complete. Sarah noted that she would get all the reports for them and work with them to get them filed. Sarah also reported that they are going to do the transfer from Key Bank to Bangor Savings bank next week. Motion made by Darryl McKenney, seconded by Stacey Parra, all approved to transfer \$30,000 to Bangor Savings account.

Linda Fossa reported on the December 2008 financials. Linda noted we lost about \$1,500 on the spring convention in 2008 because of fewer in attendance. Brief discussion on why they lost money on the 2008 spring convention. She noted we took in \$7,190 in dues in 2008. She noted that because of the budget it has been helpful. She reported on the revenues for the workshops.

- Selection of Finance review committee: Linda Fossa noted she has not chosen her finance review committee yet. Stacey Parra noted that when she puts in for mileage reimbursement it needs to go to her not the town of Rockport. Dot Meagher noted that Sue Charron volunteered to be on the selection of finance committee. Stacey Parra also volunteered to sit on this committee. The board would like the new staff person in the Training & Affiliate Department to become familiar with their budget and to meet with Linda Fossa to go over their financials.
- **By-Laws** / cleanup fresh copy: The board reviewed the by-laws that were amended. There was a brief discussion on the roles of the committees.
- **Administrative Guide Review** / cleanup / update: Stacey Parra & Dot Meagher will get together and update the administrative guide. Stacey Parra reported that she would appreciate any communications that go on in the meeting should stay with the board. The board agrees with Stacey Parra on this issue.

- **Select and Review Committee Members:** Dot Meagher confirmed the committee chairs and members with the board. The goal of the board is to get the newsletter out by October of 2009. Stacey Parra noted she would again request articles from board members. There was a brief discussion on what should go into their newsletter. Dot Meagher noted that we should keep the newsletter to one or two pages.
 - **Legislation Committee:** The committee members are as follows:
Chair, Vicky Edgerly
Co-Chair, Dot Meagher
Arthur Faucher
Sue Charron
Shawn Yardley
Dot Meagher
Mike Fryesinger
Darryl McKenney
Mary Frances Bartlett
 - **Professional Development Committee / Certification Committee:**
The committee members are as follows:
Chair, Stacey Parra
Claire Bolduc
Linda Fossa
Cheryl Johnson
Dot Meagher
Stacey Parra noted the Professional Development committee would meet July 23rd at 9:00 a.m. at Waterville City Hall.
August 20th – Professional Development committee meeting-Location TBD
 - **Nominating / Membership Committee**
Chair, Cheryl Johnson
- **Newsletter:** Stacey Parra noted she will move forward on getting a newsletter out. She noted she has a hard time with getting articles from members. The goal of the board is to get the newsletter out by October of 2009. Stacey Parra noted she would again request articles from board members. There was a brief discussion on what should go into their newsletter. Dot Meagher noted that we should keep the newsletter to one or two pages.
- **MMA Convention:** Joan Kiszely gave an update on the MMA Convention program for 2009. She reported on the Emergency Preparedness workshop that Janice Tevanian is putting together with MFCA, MEMA, MWWCA, and MCAPWA. It was noted that the MWDA would like to have their program on Thursday at convention.

- **Calendar of meetings for board and committees** (bring your calendars)
September 17th – Professional Development Committee Meeting
October 8th – Membership Meeting/Training – Augusta Civic Center
November 5 – Basic GA Workshop – Location TBD – Registration 8:30-9:00 a.m.
Workshop 9:00 a.m.
November 19th – Board of Directors Meeting – Location TBD – 9:30 a.m.
January 21 – Membership Meeting/Training – Location TBD – 9:30 a.m.
February 4 – Professional Development Committee Meeting – Location TBD – 9:30 a.m.
February 18 – Basic GA Workshop – Location TBD – Registration 8:30-9:00 a.m.
March 18 – Board of Directors Meeting & Professional Development Committee Meeting – Location TBD – 9:30
April 8 – Professional Development Committee Meeting – Location TBD – 9:30 a.m.
April 15 – Basic GA/DHHS Statutes – Location TBD – 9:30 a.m.
May –

Motion made by Rene Daniels, seconded by Linda Fossa, all approved to recommend to the Professional Development Committee that the 2010 Spring Convention be held at Hollywood Slots Hotel and Raceway on May 17 & 18th, 2010.

- **Adjournment:** Motion made by Darryl McKenney, seconded by Rene Daniels to adjourn at 12:30 p.m.