

**New Hampshire Tax Collector's Association  
Executive Committee Meeting  
Primex  
November 14, 2024  
9:30 AM**

**Executive Committee Members Present:** President Daphne Woss, CTC, 1st Vice President Katie Gargano, CTC, Treasurer Joyce McGee, CTC, Erica Anthony, Incoming Treasurer, CTC Workshop Coordinator Ashley Pouliot, CTC, Director of Public Relations Mridula Naik, CTC, Director at Large/ Education Committee Chair Nicole Hoyt, CTC, Legislative Committee Chair Rhonda King, and Conference Coordinator Terri Briand, CTC

**Absent:** Secretary Charity Baker, CTC, Michelle Clark, NHDRA

**Correspondence:** Thank you, card, from Diane Trippett for the chair she received for her retirement.

**Secretary-** Minutes were not received yet and will continue to the next meeting.

**Conference:** We need evaluations from Patty, Conference update: venue is still a good fit, staff reported no issues, vendors had trouble with their "Swag" even a gift was taken off a vendor's table. Daphne is going to send out an email to the association now about this and what the proper professional etiquette is. It will also be added to the president's letter that goes out before the conference.

**Education:** Nicole said the committee held a wrap up meeting a couple weeks ago at the olive garden in Concord. There was a discussion about adding sign-in sheets for each session, changing the title of team building, and the need for accountability. Currently certification tracks attendance at spring workshops and conference for tax collectors to maintain their certification. The question came up on if it would be an issue for commuters or people who only attend 1 day not the full 2.5 days. And how that would work in conjunction with someone who attends a spring workshop.

**Treasurer-** Erica has been held up with getting the association registered with the state, she is going today to ask for it to expedited and then she can bring that to the bank and begin getting things switched over from Joyce. Once done Joyce will withdraw the funds from the current bank and deposit them into the new account at service credit union. Joyce handed out the financial report. **Nicole made a motion to accept the treasurer's report, seconded by Mridula. All in favor. Motion carried.**

Ashley Pouliot was sworn in as Workshop Coordinator

**County Coordinators:** Katie said things have been quiet on her end. All coordinator vacancies have been filled and the list is updated on the website.

**Public Relations-** Mridula didn't have an update yet, this is her first meeting.

**Legislation-** Rhonda said she met with the legislative committee, the committee isn't happy that the past chair didn't tell them she was leaving and they felt like they weren't represented at the conference. Rhonda assured them that no one noticed. Rhonda also asked about the number of committee members there is supposed to be, she thinks it is 5 and there are only 4 members. Daphne confirmed it stated we are to have a minimum of 5 members, she is going to email the legislative committee first to see if they

know anyone seeking to join then will send out to the whole association. Demers and Prasol sent out a list of bills they are following. Erica noted the need to update their distribution list to remove old members and add new members.

**Conference Coordinator-** Conference prices for next year have been confirmed, Terri will email them out to membership because she knows many are working on their budgets right now.

**Workshop Coordinator-** Ashley stated that she is still waiting for updated prices from the Bektash, she has been researching alternative locations. She found the American Legion in Contoocook, they are willing to charge us \$330 for the day, they do not have any audio/visual equipment, but we have that in storage. The board decided to move forward with the new location for the Concord workshop and keep the food with the common man the same.

**Director at large-** Nicole didn't have an update.

**New Business-**

Resignation of Terri Littlefield as 2<sup>nd</sup> Vice President, the nominating committee is going to review the other names and see if anyone else is interested in the position. The nominating committee needs members, Kelly is off, Nicole is on, Erica is on and Raymah is off. Erica is going to double check with Raymah if she is truly "off" she hasn't officially retired yet.

Daphne asked everyone to review the meeting dates, Terri clarified the June meeting is we go up on Wednesday, spend the night and have the meeting on Thursday morning.

Daphne also asked for clarification on who is supposed to go up on Tuesday night prior to the conference. Terri said it is a work session and only people who are working at the work session will have their hotel stay paid for by the association.

New Collector Workshops are scheduled for March 25<sup>th</sup> and March 27<sup>th</sup> at DRA.

The spring workshops are scheduled for April 9<sup>th</sup> in Contoocook, April 16<sup>th</sup> in Seabrook and April 23<sup>rd</sup> in Littleton.

The conference is scheduled for September 17-19, 2025.

Daphne asked if these dates are on the website, Ashley said she is still trying to get together with Kelly as a back up for updating the website.

Daphne is going to verify all the committee members on the list. We know the finance committee has 1 position open because Gail retired.

There was also a discussion on where we left off with job description updates, we will begin reviewing them again at the next meeting. So far, Treasurer, Legislative Chair and Public Relations is done.

Next meeting- December 12, 2024, at Primex.

**Erica made a motion to adjourn the meeting at 11:05 AM, seconded by Ashley. All in favor, motion carried.**

Respectfully submitted,

Katie Gargano  
1<sup>st</sup> Vice President