

November 17th 2021 Meeting Minutes

Wayne County Association of Assessing Officers (WCAAO) 2021 WCAAO Board Member Meeting Minutes



November 17th, 2021 3:00 PM
Zoom

2021 Board Members Present:

Kim Comer – President
Joanie Barnett – Vice President
Dawn Burek – Secretary
Malena McCoy – Treasurer
Scholarships-Scott Miller-Member at Large
Web/Member - Kathleen Pope -Member at Large
Scott Vandemergel-Member at Large

Call to Order: 3:06 PM

- A. Secretary's Report: Dawn went over
Motion to accept Secretary's minutes from September 1st, 2021:
 - 1st-Kim Comer, 2nd-Scott Miller
- B. Treasurer's Report: Malena McCoy, no report at this time. Will get in contact with Joanie to go over Treasurer's duties.
- C. Membership/Website Report: Kathleen Pope
Discussed moving over to a easier site to maintain besides Go-Daddy, possibly Squarespace?
We will discuss in depth in 2022.
 - 1st-Kim Comer, 2nd-Dawn Burek
- D. Scholarship Report: Malena McCoy will email over all documents to Scott Miller. No report at this time.

Unfinished Business:

Tigers Game Reschedule

- Went really well, not enough members to do the meeting

Issue Refund to Gina Dorazio

- Kim to get Malena information/Amount \$50?

Detroit Payment

- Need final amount

On-Line Payment Options

- Would like to look into the ability for members to pay with a credit card digitally
-

New Business:

Kim Comer appointed Scott Vandemergel as a new Member at Large. All approved.

Final Membership Meeting will be December 9th at 1pm on Zoom

2022 Membership Application is on Google Docs and will be updated and available for the December meeting.

New Classes for 2022:

- STC-2022 Board of Review Class and STC-Key Topics for 2022 (Zoom)
- 6 Hour, Cases and Comments, a MTT decisions class with Tim Schnelle (June or July)

Zoom account upgrade:

- Can only host 100 people currently
 - Can upgrade to host 300 people
- Motioned Kim Comer, All approved

Google Drive should be cleaned up and maintained by the Board.

- President's responsibility to go on account once a week to check emails, etc.
- Good idea to put WCAAO e-mail on phone to get notifications (Board Members)

President of the MAA to swear-in at the December meeting

Kim to get together agenda for the December meeting.

Kim Comer motioned to adjourn meeting:

- 1st-Joanie Barnett, 2nd-Malena McCoy

Meeting Adjournment: 4:13PM

December 10, 2020 Agenda



Agenda

- ❖ Call to Order
- ❖ Special Guest Speaker: Will Gast Michigan Dept. of Treasury
- ❖ Secretary's Report: Dawn Burek
- ❖ Membership Report: Robin Moore
- ❖ Treasurer's Report: Joanie Barnett
- ❖ Election of New Officers: Malena McCoy
- ❖ Swearing in of Officers
- ❖ Announcements & Adjournment
 - Board of Review Class - January 28th, 2021
 - Narrative Appraisal Review for Office Buildings - April, 2021
 - 2021 Membership & Scholarship Info

2020 Executive Board

- ❖ President: Scott Williams
- ❖ Vice President: Kimberly Comer
- ❖ Treasurer: Joanie Barnett
- ❖ Secretary: Dawn Burek
- ❖ Member at Large: Robin Moore
- ❖ Member at Large: Christina Lemere
- ❖ Member at Large: Kathleen Pope
- ❖ Past President: Jessica Gracer

December 3, 2020 Agenda

Wayne County Association of Assessing Officers (WCAAO)
Executive Board Meeting
Dec 03-2020 – 3:00 pm
ZOOM

Agenda

*Scott Williams – President
Kim Comer - Vice President
Dawn Burek - Secretary
Joanie Barnett - Treasurer*

*Robin Moore - Member at large
Christina Lemere – Member at large
Kathleen Pope – Member at large
Jessica Gracer - Past President*

Call to order:

Secretary's Report

Treasurer's Report

Membership/Website Report

Unfinished Business:

- Annual General Meeting (flyer/reports/agendas)
- Key Note Speaker(s) CAMA Standards/AMAR
- Do we have a set date for MBOR Class (Thank you Eric)

New Business:

- New Board Member (Welcome)
- Any changes to the (Procedure Manual/By-Laws)

Next meeting date: Annual Meeting (Executive Board)

Any other new business?

Adjournment.

December 3, 2020 Minutes

Wayne County Association of Assessing Officers (WCAAO)
2020 WCAAO Board Member Meeting Minutes



December 3rd, 2020 3:00 PM
Zoom

2020 Board Members Present:

Scott Williams – President
Kim Comer – Vice President
Dawn Burek – Secretary
Joanie Barnett – Treasurer
Robin Moore – Member at Large
Christina Lemere -Member at Large
Kathleen Pope -Member at Large
Jessica Gracer- Past President

Others Present:

Malena McCoy – (2021 WCAAO Board Member at Large)

Call to Order: 2:59 PM

- A. Secretary's Report: n/a
- B. Treasurer's Report: n/a
- C. Membership/Website Report: n/a
- D. Scholarship Report: n/a

Unfinished Business:

WCAAO 41st Annual Meeting, Thursday December 10th at 3:00pm.

- Will Gast from STC will do 15-20 minutes on AMAR and possible Q & A session.
- Virtual Program to be sent prior to meeting. (PDF of Last minutes and Treasurers Report)
- Need to confirm whether MAA president needs to swear in new board or not.
-

Upcoming March Board of Review Class

- Date will be January 28th, 2021 (9 am to Noon) on Zoom
- Eric Dunlap will teach and do screen sharing

New Business:

Review By-Laws for Possible changes

Meeting Adjournment: 3:24 PM

Motion to Adjourn: Dawn Burek
Second: Joanie Barnett

November 5, 2020 Agenda

Wayne County Association of Assessing Officers (WCAAO)
Executive Board Meeting
November 05-2020 – 3:00 pm
ZOOM

Agenda

*Scott Williams – President
Kim Comer - Vice President
Dawn Burek - Secretary
Joanie Barnett - Treasurer*

*Robin Moore - Member at large
Christina Lemere – Member at large
Kathleen Pope – Member at large
Jessica Gracer - Past President*

Call to order:

Secretary's Report

Treasurer's Report

Membership/Website Report

Unfinished Business:

- New Members
- Virtual Classes (Matt Dingman)
- Moving forward (Covid)
- Informing WCAAO Members (Memberships (extend) & Scholarships (double) 2021)

New Business:

- Annual Meeting (Virtual)
(Date? Time? Packet? Flyer?)
- MBOR (What to do)

Next meeting date: Annual Meeting (Executive Board)

Any other new business?

Adjournment.

New Business:

A. Annual Meeting:

Doing on Zoom this year. Date: Thursday, December 10th at 3:00 pm.

Flyer with link to Zoom will be sent out.

Can do the minutes, etc & Matt Raftary for the swearing in. Q & A Session? Key Speaker?

Will Gast from the STC re: AMAR is a thought or a speaker on CAMA data standards?

Dawn to call LaToya-would she know someone who would want to speak about CAMA on a zoom call for about 15 minutes. Maybe her or Scott?

B. March Board of Review class on zoom in February? Price free. Eric could teach virtually?

(Robin will ask Eric)

Motion for \$50 Gift Card to be given to Eric for doing the class.

Motion to accept: Kim Comer

Second: Joanie Barnett

C. Zoom Account Upgrade. Upgrade would allow us to have up to 300 people on at a time and video recording.

Motion to accept: Dawn Burek

Second: Joanie Barnett

Next Meeting Date: December 3rd, 2020 on Zoom, Short meeting in prep for Annual Meeting, Kim will send link.

Meeting Adjournment: 3:59 PM

Motion to Adjourn: Scott Williams

Second: Kim Comer

October 1, 2020 Agenda

Wayne County Association of Assessing Officers (WCAAO)
Executive Board Meeting
October-01-2020 3:00 pm
ZOOM Meeting

Agenda

*Scott Williams – President
Kim Comer - Vice President
Dawn Burek - Secretary
Joanie Barnett - Treasurer*

*Robin Moore - Member at large
Christina Lemere – Member at large
Kathleen Pope – Member at large
Jessica Gracer - Past President*

Call to order:

Secretary's Report

Treasurer's Report

Membership/Website Report

Unfinished Business:

- Scholarships (Selection, Good for 2021)
- Website (Updated)
- Board Member Contact information
- Board Members Responsibilities

New Business:

- Covid and moving forward
- Covid and in person classes
- Covid (not having a golf outing)
- Zoom account for WCAAO
- Virtually Classes (Narrative Appraisal Review-Matt Dingman)

Next meeting date: TBD-Scott

Any other new business?

Adjournment.

October 1, 2020 Minutes

Wayne County Association of Assessing Officers (WCAAO)
General Membership Meeting



October 1st, 2020 3:00pm
Zoom

2020 Board Members Present:

Scott Williams – President
Kim Comer - Vice President
Joanie Barnett - Treasurer
Robin Moore - Member at large
Christina Lemere – Member at large
Kathleen Pope – Member at large
Jessica Gracer - Past President

Not Present

Dawn Burek– Secretary

Call to Order: 3:05pm

- A. Secretary's Report: (Not Present, no report)
- B. Treasurer's Report: Joanie Barnett
 - A. \$11,504.07 balance
- C. Membership Report: Robin Moore
 - A. Motion to roll over memberships from 2020 to 2021
Motion to Accept: Robin Moore
Second: Kim Comer
- D. Scholarship Report:
 - A. Motion to double the number of scholarship picks for 2021
Motion to Accept: Kim Comer
Second: Robin Moore

Unfinished Business

- A. Scholarships - was decided during the report
- B. Board Member Information and Responsibilities- decided to review at next meeting and talk about 2021 positions

New Business

- A. The annual meeting will be held on Zoom.
 - a. Motion to purchase a yearlong subscription to Zoom through WCAAO
Motion to Accept: Kim Comer
Second: Scott Williams
- B. Will Speak with Matt about hosting the narrative appraisal class next year around April
- C. Next meeting date - November 5th Zoom meeting at 3:00PM

Adjournment: 3:35 PM

Motion to Accept: Joanie Barnett
Second: Kim Comer

2020 March Board of Review Class Expenses

2020 March Board Of Review Class			2/6/2020
INCOME			
Free to all	\$	-	
68 RSVP's and 57 in attendance			
TOTAL INCOME	\$	-	
EXPENSES			
Park Place Catering Co	\$	360.00	
Water - CVS	\$	11.96	
Gift Card-Instructor Mr. Dunlap	\$	100.00	
TOTAL EXPENSES	\$	471.96	
	\$	(471.96)	TOTAL PROFIT/(LOSS)

January 10, 2020 Agenda

Wayne County Association of Assessing Officers (WCAAO)
Executive Board Meeting
January 10th, 2020 – 3:00 pm
Panera Bread, 19440 West Rd, Woodhaven

Agenda

*Scott Williams – President
Kim Comer - Vice President
Dawn Burek - Secretary
Joanie Barnett - Treasurer*

*Robin Moore - Member at large
Christina Lemere – Member at large
Kathleen Pope – Member at large
Jessica Gracer - Past President*

Call to order:

Secretary's Report

Treasurer's Report

Membership/Website Report

Unfinished Business:

- Wrapping up Annual Meeting
- Balance of 2019 Funds
- Scholarships (Select at Next Meeting?)
- Website Updated?
- Swearing-in of new member (Kathleen Pope)

New Business:

- MBOR Seminar:
(Date-02/06/2020 Check-in 8:30/Class 9:00-12:00 Location- Brownstown Event Center)
- New Members (Bylaws, Introductory Booklet, Website info, etc..)
- All Board Members Contact information
- All Board Members Responsibilities (Who will handle What?)
- Golf Outing (With or Without SECMAA?)
- Class Ideas after MBOR

Next meeting date: TBD-Scott

Any other new business?

Adjournment.

January 10, 2020 Minutes

Wayne County Association of Assessing Officers (WCAAO)
2020 WCAAO Board Member Meeting Minutes

January 10th, 2020 3:00 PM
Panera Bread, 19440 West Road, Woodhaven



2020 Board Members Present:

Scott Williams – President
Kim Comer – Vice President
Dawn Burek – Secretary
Joanie Barnett – Treasurer
Robin Moore – Member at Large
Christina Lemere -Member at Large
Kathleen Pope -Member at Large

Not Present:

Jessica Gracer- Past President

Call to Order: 3:13 PM

- A. Secretary's Report: Dawn Burek gave all December minutes
Motion to Accept: Kim Comer
Second: Scott Williams

- B. Treasurer's Report: Joanie Barnett gave all recap of 2019
Overall Loss for the year: -\$3,671.64
End Total for 2019: \$10,411.66
Motion to Accept: Scott Williams
Second: Dawn Burek

- C. Membership/Website Report: None

Unfinished Business:

- A. Swearing-In of New Member Kathleen Pope was done

- B. Wrapped up Annual Meeting. Discussed possible locations in Downtown or Downriver
Maybe have it at Sinbads? Look into a possible Speaker at the next Annual Meeting.

- C. Discussed Scholarships. We will pull 10 names for \$250 each at next meeting. No Alternates. Christina will take over the announcements for that.

- D. Discussed that Website and pictures on the Website are updated. Robin will start the process of locating the Agendas and Minutes for the Meetings on the Website.

New Business:

- A. MBOR Seminar:
Date: 2-6-20, Check-in 8:30am, Class 9am – Noon, Location: Brownstown Event Center
Be there at 8am to set up, Dawn & Joanie to do Check-In table, Joanie to bring Membership Applications, Robin to Bring Extra Handouts if needed and bring cooler, Amazon Gift Card will be purchased (\$100) to give to Eric Dunlap for teaching the class, Scott will get with Park Place for Coffee/Donuts and Bring Waters
- B. New Members (Christina & Kate) were given Bylaws, Introductory Booklet, Website, Etc..
- C. All Board Members Updated/Added their contact Information (Dawn to type up and distribute with the minutes).
- D. Golf Outing: Looking at possible dates of August 28th or September 18th. Scott & Kim to discuss. Will be without SECMAA. Lunch will be immediately following Golf. Discussed using Dearborn Hills again.
- E. Thinking of an After March Board of Review party/get together. Something fun, thoughts were Axe Throwing, Fowling, fun places downtown? Board will discuss more in the next month or so.
- F. Class Ideas for after March Board of Review: Scott will call Dave Kirwin, possible New BS&A topics for classes? Thoughts of Shila teaching a class or 2?

Next Meeting Date: April 3rd, 2020 at Panera Bread, 19440 West Road, Woodhaven

Meeting Adjournment: 4:03 PM

Motion to Adjourn: Kim Comer

Second: Joanie Barnett

2020 Treasurer's Report

WAYNE COUNTY ASSOCIATION OF ASSESSING OFFICERS TREASURER'S REPORT					
JANUARY 01, 2020 THRU DECEMBER 31, 2020					
1/1/2020 SAVINGS:			Savings: Beginning Bal:		\$196.42
2020 Dividends through 4/1/2020	\$	0.12	Total	Savings: Ending Bal:	\$196.54
1/1/2020 CHECKING:			Checking: Beginning Bal:		\$9,196.66
Deposits:					
Checks	1/9/2020	\$ 985.00	Membership Dues		
Cash	1/9/2020	\$ 230.00	John Dahlquist Donated 50/50 winnings		
Checks	1/22/2020	\$ 1,065.00	Membership Dues		
Checks	2/13/2020	\$ 455.00	Membership Dues		
Checks	3/11/2020	\$ 30.00	Membership Dues		
Checks	4/23/2020	\$ 35.00	Membership Dues		
		\$ 2,800.00	Total Income	Tot	\$11,996.66
Expenses:					
Debit	1/14/2020	\$ (100.00)	Amazon Card-Eric Dunlap BOR Class		
Debit	2/6/2020	\$ (11.96)	CVS - Water for BOR Class		
check #1600	2/20/2020	\$ (360.00)	Park Place Catering-BOR Class		
Debit	8/7/2020	\$ (20.00)	LARA Corp Online filing		
		\$ (491.96)	Total Expenses:		
				Checking Ending Balance	\$11,504.70