

## **CCMC Committee In-Person Meeting Minutes**

**Thursday, March 21, 2024, 1:30 PM**

The meeting was called to order at 1:33 PM by Chairperson John Rainaldi. In attendance were committee members Lisa Madden, Lisa Biagiarelli, Beth Hamel, David Kluczowski, Jennifer Gauthier, and Launa Goslee.

John introduced the item on the agenda to approve past meeting minutes from February 22, 2024 and August 24, 2023. Jennifer made a motion to dispense with the reading of the minutes and approve the minutes as presented; Beth seconded the motion. A vote was taken, motion carried.

The next item was to review and approve the Treasurer's Report from February 2024. The balance at the end of the month was \$44,655.80. Lisa M. made a motion to dispense with the reading of the full treasurer's report and to accept it as presented; Launa seconded. A vote was taken, motion carried.

In New Business, the first item for New Business was to discuss and review re-certification applications. The following submissions were received.

1. David Greaves of Manchester with 59 hours.
2. Rebecca Juchert-Derungs of Goshen/Canaan/Morris with 51 hours.

One motion was made by Jennifer to approve all of the recertification applications submitted; Beth seconded the motion. A vote was made, motion carried.

Next in New Business, the committee was to review applications requesting workshop approval for CEUs. The following items were submitted for consideration.

1. A one (1) hour workshop on Assessment/Taxes Overview was submitted by Sherry Clemens, CCMC, East Granby Tax Collector. A motion to approve was made by Lisa M. and seconded by David. A vote was taken, motion carried.
2. A two (2) hour workshop on QDS Spring 2024 User Group Meeting was submitted by Sarah Bruso, CCMC, Norfolk Tax Collector on behalf of the Litchfield County Tax Collectors' Association Inc. A motion to deny was made by Jennifer and seconded by Lisa M. A vote was taken, motion carried.
3. A one and a half (1.5) hour workshop on Sovereign Citizens – What You Should Know & How Tax Offices should deal with these taxpayers was submitted by Kathy Larkins, CCMC, Darien Tax Collector on behalf of the CTx Education Committee. A motion to deny was made by Lisa M. and seconded by Beth. A vote was taken, motion carried.

In other New Business, John mentioned that he is working on the CCMC certifications documents. John also spoke about the new OPM website the state is putting forth. He spoke to Martin Heft about the page that will be dedicated to the CCMC Committee within the OPM's website and how it might be too complicated to give up our own website due to the amount and number of fees we take in.

The final piece of New Business was brought up by Launa and she asked the committee members to go into executive session to discuss a class related matter. John made a motion to go into executive session; Lisa M. seconded. A vote was taken, motion carried. Executive session started at 1:47 PM. The committee returned from executive session at 2:01 PM. Jennifer made a motion to have the CCMC chair, John Rainaldi, send a letter to a student in Course I stating that due to disruptive conduct in class, this student is no longer allowed to continue taking Course I effective immediately; Lisa B. seconded the motion. A vote was taken, motion carried with Launa abstaining.

In Old Business, there was a brief discussion regarding the Instructor Subcommittee. John stated that there was one application received. The subcommittee will review at a later date.

John also informed us that the CCMC letters he sent to the certified tax collectors that have let their certification status lapse have had no response.

John asked if there was any other business. Seeing none, Launa made a motion to adjourn the meeting, Lisa M. seconded. A vote was taken, the motion carried.

Respectfully submitted by Launa Goslee, Secretary