

**CTx Education Committee Meeting
Aqua Turf Club, Plantsville - November 10, 2022**

Attendance: Alan Wilensky, Lisa Madden, Kathy Larkins, Chris Silansky, Heather Smeriglio, Sarah Bruno, Michele Wyatt, Lisa Biagiarelli, Vivian Waters, John Rainaldi, David Kluczowski, Todd Helems, Kristin Battistoni, Lori Bushnell, Rebecca Juchert Derungs, Scott Ferguson and Ana LeGassey. Patti Kratochvil also attended the meeting to shadow Chris Silansky.

Meeting called to order at 1:58 p.m. by Kathy Larkins.

Review of minutes from August 18, 2022 meeting: Motion to dispense with the reading of the minutes by Todd Helems and seconded by Lisa Madden. **Motion carried.** Motion to accept the minutes as amended by Rebecca Juchert Derungs and seconded by Todd Helems. **Motion carried.**

Aqua Turf meetings:

Kathy noted there was some confusion in the wording regarding registration in the Aqua Turf invite. Alan will try to clarify any confusion going forward when sending the email blast with the invite to the membership. Lisa Madden noted that the increase in the price of the virtual attendees' registration has now covered the AV costs.

March 2023 Conference (seminar):

Kathy shared the following topics that are **committed** as part of the seminar: (1) Q & A panel and (2) CCMC Course IV 'refresher' and (3) Legislative update and more and (4) Bank executions and/or Rent/Wage Garnishments and (5) Assessor's Calendar and How it Impacts the Collector. The topics **still waiting confirmation** are: (1) Counterfeit/Fraud/Financial Crimes and Security and (2) CT Big List - how to find unclaimed property and (3) Succession Planning/Knowledge Transfer - how to 'pick the brains' of our seasoned members and (4) Cyber Security for Municipalities.

Regarding invited guests – Alan will review past invites to the New Hampshire President. Inviting the Northeast Regional President was tabled and an invitation will be extended to the Governor (or another elected official) and/or the Westbrook First Selectman.

Regarding the gift for the conference attendees - Scott suggested a gift of a computer bag with the CTx logo. Scott obtained a price per bag of \$11.53, plus a set-up fee of \$75 and a minimum order of 250 bags. Scott acquired the quote from Barker Specialty in Cheshire, a vendor we have used in the past. A Motion to allow Scott Ferguson to spend up to \$3,500 on a gift for the conference attendees was made by Lisa Biagiarelli and seconded by Ana LeGassey. **Motion carried.**

Entertainment for Wednesday night was discussed. The 'paint night' idea will be tabled until we get approval from Waters Edge to host what could be a 'messy' event. A Motion to accept the DJ-contract proposed by DJ Felix at the expense of \$450 to provide music from 7:00 p.m. - 10:00 p.m. on Thursday, March 23, 2023 at the CTx banquet was made by Scott Ferguson and seconded by Lisa Madden. **Motion carried.** A Motion to approve a budget of \$500 to purchase decorations that coordinate with the theme chosen for the banquet was made by Lisa Madden and seconded by Ana LeGassey. **Motion carried.**

Paula Usher provided a list of current vendor/ advertisement charges and also suggestions for increases where necessary, due to inflation. After committee discussion, a Motion to accept the vendor/advertisement price increases as suggested due to increased costs was made by Lisa Biagiarelli and seconded by Scott Ferguson. **Motion carried.**

Kathy reviewed the 2023 and 2024 proposed seminar plan costs:

Plan A - 2023 - \$695.00; 2024 - \$750.00

Plan B - 2023 - \$575.00; 2024 - \$600.00

Plan C - 2023 - \$240.00; 2024 - \$260.00

Plan D - banquet - 2023 - \$140.00; 2024 - \$150.00

Plan E - additional night stay - 2023 - \$135.00; 2024 - \$145.00

Plan F - virtual attendee - 2023 - \$120.00; 2024 - \$155.00

The committee overwhelmingly agreed that the Zoom online option should still be offered for those who cannot attend in person.

A Motion to approve the proposed pricing for the 2023 and 2024 seminar plan costs was made by Scott Ferguson and seconded by Todd Helems. **Motion carried.** A Motion to increase the amount of drink tickets per person for the 2023 and 2024 conference from two (2) to three (3) was made by Lisa Madden and seconded by Lisa Biagiarelli. **Motion carried.**

It was decided by the committee to not remit a deposit to Waters Edge until it is requested. Lisa Biagiarelli will provide a picture for the program cover. Kathy will have Paula Usher reach out to Paul Vagnini regarding the program template. Alan will provide a 'welcome' letter for the program and John Rainaldi will provide a CCMC Committee letter. The County Presidents are also asked to provide their respective yearly county report for the program. It was also decided not to pursue a keynote speaker this year. Lisa Madden will obtain the larger raffle prizes and the counties are also encouraged to contribute a prize.

The next meeting will be held on Tuesday, December 13, 2022 at a location to be determined.

Motion to adjourn at 3:04 p.m. was made by Scott Ferguson and seconded by Kristin Battistoni. **Motion carried.**

Respectfully submitted,

Christine Silansky

Christine Silansky
Secretary
Connecticut Tax Collectors' Association