



Community Software Consortium Board of Directors

Agenda

August 6, 2013

Meeting Specifics:

10:00 am

Boston ~ DLS Conference Room ~ 6th Floor

And via teleconference 218-548-4044, 786419#

Present: Tammy Blackwell, President

Theo Gabriel, Treasurer

Kathryn Peirce, Secretary

Chip Davis

Rebecca Herzog was not available

- Executive Director Job Descriptions – Chip
Schedule interviews 10-11-12 in early September Grafton
Ability to write grants
Website experience- tech
Book keeping experience-
Marketing experience- Available to travel throughout the state
Familiarity with 30B
Software: windows, excel spreadsheets, word, access

Interview committee: Tammy will contact Jen in Grafton about meeting room and joining the group. She will notify Chip after she learns dates.

*Jen O'Neil-Grafton Assessor

*Mike Ovitt Sheffield Collector or Sandra Kady Brookfield Collector

Linda Bradley- DOR

Chip Davis- Assessor Needham Board of Directors

Rebecca Herzog- Collector Windsor/Cheshire

10hour minimum- \$30/hr up Salary range \$15,000-\$22,500 annual

We would want to CORE this individual

No benefits- must have personal indemnification or insurance- discussion to be looked into via MAAO or other statuses

- FY2014 Annual Dues Assessment – delinquent accounts Tammy will contact Pat at FRCOG about year end status. After we receive that we will be able to determine who hasn't paid.
- Any Other Matter- MARSHALL & SWIFT- \$36,583.18 **Motion made to pay out of the Assessors Tier by Kathryn Second Chip voted unanimously**
STONEWALL- SL Certificates \$275 **A motion to pay no more than \$275 from General fund: Made by Kathryn Chip Second Voted unanimously**
- **Theo made a motion to buy 120 checks, Kathy seconded all voted unanimously**
- Money market- Cons about having it in the checking account:
 1. All in one account
 2. Not an Interest bearing account
 - Theo will research Certificate Deposits and get back to the Board
- Adjournment Motion to adjourn **11:30PM Chip Second Kathy Unanimous vote**

Respectfully submitted:

Kathryn Peirce