



COLORADO  
COUNTY  
TREASURERS'  
ASSOCIATION

CCTA Executive Board Minutes – Monday October 13, 2008  
Annual Seminar – Ft. Collins  
Luncheon Meeting

Meeting was called to order at 11:35 am by President Susan Cochell. Board Members attending signed in on the attendance list (attached) and a quorum was present.

Susan Cochell gave an update on the CCTA Tax Exempt status on behalf of Karen Sheaffer who could not attend today. Karen will meet with a CPA on October 20<sup>th</sup> regarding our tax-exempt status and will be in contact if additional information is needed.

The budget guidelines were discussed. The budget was developed from a 3-year average for the CCTA expenditures. Susan asked that Karen do a final version of the budget guidelines and present at the 2009 Summer Conference for approval.

Annual Conference and Annual Seminar are the primary CCTA expenses. It was discussed that guidelines be established to potential counties wishing to sponsor these events. There is currently no list of typical items required to assist prospective counties know what is required for the events. Typical CCTA cost for the Summer Conference is \$10,000 while the cost of Annual Seminar is \$15,000. Training and topics for the annual events are coordinated with the education committee who prescribes the training on a 4-year rotating basis.

It was moved by Mack Crowther and seconded by Jim Ventrello that the Vendor Sponsorship Committee be tasked with the preparation of a listing of conference/seminar requirements and logistics, including basic requirements, typical expenditures for financial planning, averages for room guarantees, previous sponsors for events and level of the vendor's support in the past. Passed unanimously.

The minutes were presented by past secretary Mack Crowther. Sandra Damron moved and John Lefebvre seconded that the minutes be approved as presented. Passed Unanimously.

Treasurer's report was distributed by Mack Crowther. Discussion regarding the safety and liquidity of the funds was held and it was determined that the liquidity of the CCTA funds was adequate although access to funds as needed although withdrawal could be limited on a per day basis. The Metro District funds were disbursed back to Metro earlier this year. The board members present who also serve on the Metro District indicated that it had been Metro's intention that the CCTA retain \$2,000 of the Metro funds. Metro District may be returning that sum to the CCTA treasurer in the future.

Point and Pay was discussed. It was decided that CCTA did not want to make credit card payment available for dues or events at this time. Dues will continue to be billed and collected by the standard invoice and check payment system.

Open discussion followed regarding the items in the legislative committee agenda. Discussion indicated that the rounding of tax bills to full dollar amounts rather than two decimal points was not supported as the full dollar amount would need to be split into two half payments and adding statutory interest would result again in cents.

Regarding fees in general, John Lefebvre suggested that any additional or adjusted fees be based on costs versus an arbitrary fee amount. After a discussion of delinquent billing fees under 30-10-104.9, it was generally agreed that the board would support an increase in fees for rebilling delinquent taxes. The current statute only states that such delinquent fees be charged for accounts that are under \$50.00. Due to the cost and staff time for delinquent mailings, it was felt that passing these costs to all delinquent accounts rather than the smaller accounts would be more appropriate.

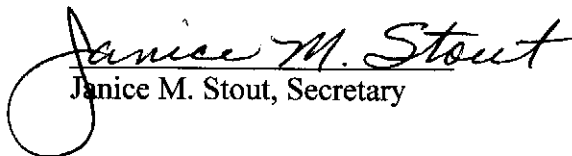
The board also supported the idea of a technology fee to be added to certificates of taxes due. It was important that any treasurer technology fee passed by legislature should specify that it stay in the treasurer's office rather than go into the county general fund.

To facilitate a committee to make recommendations regarding technology, Susan suggested that the Electronic Payment Committee be changed to the Technology committee. Susan will speak with the chairperson of the Electronic Payment Committee regarding re-tasking the committee. If the response is favorable, the re-named and re-tasked committee will keep an informed on technology improvements available and distribute the information to the membership, keep the association updated on various technology options available and keep the membership informed regarding mandated electronic requirements.

Susan advised the board that Steve Harding of Washington County, who was appointed to fill a vacancy in his county, had sent a letter thanking the CCTA for its support. Steve did not win in the primary election and will be leaving the CCTA. Staff members will attend until the election determines his successor.

There being no other business, the meeting was adjourned at 1:30 p.m.

Respectfully Submitted,

  
Janice M. Stout, Secretary