

**New England CPE
Board of Directors
July 18, 2024**

**ZOOM Mtg.
10:00 am – 11:00 am**

MINUTES

1. Call to Order
2. Roll Call

NECPE Board of Directors P=Present/A=Absent

Alkova, Viktoria (A)	Cobb, Mike (P)	Gandia, Laura (P)
Ash, Ethan (P)	Culver, Rose (P)	Lefebvre, Matt (P)
Bacon, Matt (A)	Dano, Brian (A)	Nesmith, Laura (P)
Boufford, Jeff (A)	DeMello, Kathy (A)	O'Connor, Brice (P)
Canavan, Nicole (P)	Farley, Cassie (A)	
	Forma-Knaack, Ali (A)	

1. Secretary's Report – R. Culver

- a. **MOTION** to accept the minutes of the May 2024 meeting. **MOTION** was **SECONDED** and **APPROVED**.

2. President's Report – E. Ash

- a. NECPE Transition to new Moody's/Catylist ("MC") System.
- b. Matt L. - as of June 25 notice was sent out to all members. Not sure how many people have signed in to test out new platform. Questions and inquiries should go to help desk. Help desk is prompt in aiding members according to Allison.
- c. At this point there are a couple of outstanding questions from Moody's that they are expecting responses to – including expected date to switch over (proposed September 30th).
- d. One other item regarding membership - RI board not using Catalyst at this time, they reached out via Moody's as inquiry into whether they can join.
- e. Ethan - recommends going in to test out platform to get things checked out or work out changes if needed.
- f. Matt L. - will need to confirm your own listings and make changes the smoother the switch over will be.
- g. Ethan - Still waiting on responses from Shane regarding transition. If committee doesn't get the answers or feel comfortable the date of September 30 could change. Allison and Ethan will work on getting classes scheduled once

switchover happens; also zoom calls potentially prior to switchover.

3. **Treasurer's Report** – J. Boufford

- a. Allison - Jeff not here. June has been collecting dues. June statement does not reflect additional \$160k that came in during July. Not as many late fees this year because of onetime payments.
- b. Income - will probably meet goals in Maine; Allison is not concerned about it.
- c. A MOTION to review the financials for May and June 2024. The financials were reviewed and will be placed on file.

4. **Office Administration Report** – A. Ropes

- a. Since the last meeting in May., there have been 17 inquiries into NECPE: 7 NH, 8 ME and 2 MA.
- b. As always working on withdrawals/deletions.
- c. NECPE renewals are coming in. Out of 379 NH renewals, 56 have not renewed yet. A few of those are retiring. Out of 213 ME renewals, 39 have not renewed yet. Out of 2 VT, 1 not renewed yet. Out of 15 in MA, 1 has not renewed – other retiring. Out of 11 Other, 6 have not renewed yet. They have until this Friday to let me know their intentions, otherwise inactivations start this Friday.
- d. The test drive has been released to all members. I have only received word of one or two issues from members and I forwarded those to the Help Desk. I will be adding this test drive information to the Members Notice upon login since renewals time period is almost over.

5. **New Business** – no new business

6. A MOTION to adjourn the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:18am

Respectfully submitted,

Rose Culver
Secretary NECPE