

Municipal Management Association of New Hampshire
(MMANH)
Executive Board Worksession
Minutes
June 24, 2022

The MMANH Executive Board met on June 24, 2022, at 11:30 AM virtually via Zoom, due to the Covid-19 pandemic. In attendance were President Scott Dunn, 1st Vice-President Walter Johnson, 2nd Vice-President Todd Selig, Member at Large Matt Scruton, and Past President Tom Aspell and Gail Dixon-McMahon, Executive Director. Absent were Naomi Bolton, Treasurer and Joe Devine, Secretary.

Walter Johnson gave a recap of the fraudulent check of which Tom Aspell was notified. The fraudulent check in the amount of \$83,450 was caught by Citizen's bank who did not honor the check. First Vice President Johnson indicated he contacted the bank and conducted research to obtain a lead regarding who may have been responsible and discovered the payee on the check is a company based in New York. He will continue to follow up but recommends the easiest option may be to cancel the checking account.

Mr. Johnson indicated that the bank may have a check protection program but there will be a cost. Tom Aspell agreed the best option may be to close out the account and open a new account and made a motion to close out the account. Todd Selig seconded the motion.

Matt Scruton stated that he liked the idea of a positive pay system. Walter Johnson indicated he will talk further with the bank about the program and ascertain costs. Scott Dunn indicated the Board will revisit the fee structure for positive banking at the next meeting.

The Board voted unanimously to close out the existing account and open a new account.

The next meeting was scheduled for August 19th, 2022.

A discussion ensued with regard to signers on the bank account with Walter Johnson indicating Tom Aspell has requested his name be removed as a signer as his term will be ending soon. Scott Dunn recommended Treasurer Naomi Bolton as the second signer. Todd Selig offered his services if Naomi Bolton declines. Walter Johnson indicated he would speak with Treasurer Naomi Bolton.

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The Executive Director also recommended the Board consider an annual auditing committee comprised of the Treasurer and one member to review the books. The recommendation was well received.

The meeting adjourned at 11:57.