

BOARD/COMMITTEE NAME: Taxation Aid Committee
DATE OF MEETING: 05-08-2018
TIME OF MEETING: 5 pm
LOCATION OF MEETING: Mendon Town Hall, 2nd Floor

Members present/absent:

Alejna Brugos, Jenn Welch, Ken O'Brien, Joyce Gilmore, Kathleen Nicholson

Guest(s) present:

AGENDA ITEMS

1. Call to order: Time: **5:20pm**
2. Clerk's report (approve minutes) – vote: Joyce made a motion to approve meeting minutes from 3-20-2018; Ken second. Minutes accepted.

3. Treasurer's Report: fund balance, new donations to date:

2018 Donations	\$850.00
2018 Disbursements	\$2,500.00
2018 Year-end Balance	\$2,619.50

Brothers of the Brush Donation of \$350 received and one additional donation \$500.

Discussed how grants were received by qualifying recipients and discussed how in the future we want to make sure all aid options are leveraged (e.g., CPA exemptions). This led into discussion of FY 2019 application form.

4. Review application form and process for FY 2019
 - Discussed possibilities of adding a phone interview (or even face-to-face)
 - Alejna and Joyce will follow up with other towns who have tax aid committees: Hopkinton, Holliston, etc.
 - Review application form by next meeting: ALL
 - Online application for future?
5. Plans and next steps

a. Outreach and publicity: Alejna will write a press release for Town Crier and sign it from entire Committee.

b. Future Meetings

Tuesday, July 10th @ 5pm

6. Adjourn time: **6:25pm**