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To: Key Municipal Officials of MMA Membership  
From: Catherine Conlow, Executive Director  
Date: September 2, 2024  
Subject: MMA Annual Business Meeting & Voting Credentials

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The Maine Municipal Association's Annual Business Meeting is being held in conjunction with the MMA Annual Convention and will be held on **Wednesday, October 2, 2024, at 1:15 p.m.** The meeting will be in person at the Augusta Civic Center, Augusta, Maine.

Attached please find the proposed agenda and the ***MMA Voting Delegates Credential Form*** on which the municipal officers may designate their municipality's voting representative and alternate. Complete and mail the form to us before October 2<sup>nd</sup> or bring the completed form to the Annual Meeting. Please note, there are no proposed bylaws amendments for 2024.

This year's Convention promises to be exciting and full of great opportunities for learning and networking. Our theme is Unstoppable: Building Resilience. You can learn more about the program by visiting:

<https://www.memun.org/Training/Conferences-Conventions/Convention/Agenda>

If you have any questions regarding this information, contact me at (207) 623-8428 or by email at [cconlow@memun.org](mailto:cconlow@memun.org).

We look forward to seeing you at the convention and the Annual Meeting!



WWW.MEMUN.ORG

**Maine Municipal Association  
Annual Business Meeting  
Wednesday, October 2, 2024  
1:15 p.m. – 2:30 p.m.  
Augusta Civic Center**

**AGENDA**

1. **Introductions and Welcoming Remarks** – MMA President Diane Hines, Ludlow Town Manager will welcome members to the business meeting.
2. **Election Results** – Diane Hines will discuss the election results and introduce the new Executive Committee members.
3. **Approval of 2023 MMA Annual Business Meeting Minutes** – Diane Hines
4. **MMA President's Report** – Diane Hines will discuss her term in office and the remainder of the year.
5. **Executive Director's Report** – Catherine Conlow, MMA Executive Director will discuss business taking place throughout the year at MMA.
6. **Other Business** (*comments from the floor*)
7. **Adjournment**

## MAINE MUNICIPAL ASSOCIATION VOTING DELEGATE CREDENTIALS

Is hereby designated as the official Voting  
Delegate and

*(print name)*

as the alternative Voting Delegate for

*(print name)*

(municipality)

to the Maine Municipal Association's Annual Business Meeting, which is scheduled to be held, on Wednesday, October 2, 2024, at 1:15 p.m., at the Augusta Civic Center, Augusta, Maine.

The Voting Delegate Credentials may be cast by a majority of the municipal officers, or by a municipal official designated by a majority of the municipal officers of each Municipal member.

Date: \_\_\_\_\_ Municipality: \_\_\_\_\_

**Signature of a Municipal Official designated by a majority of Municipal Officers:**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

**Or Signature of the Majority of Municipal Officers:**

Please return this form no later than Monday, October 1, 2024, or bring it with you to the MMA Annual Business Meeting. If mailing, send to:

**MMA Annual Business Meeting  
Maine Municipal Association  
60 Community Drive  
Augusta, Maine 04330  
Email: [kmaines@memun.org](mailto:kmaines@memun.org)**