**STATE OF MARYLAND**

**BOARD OF INDIVIDUAL TAX PREPARERS**

**Business Meeting Minutes**

**September 9, 2024**

**TIME:** 10:00 a.m.

**PLACE:** In Person and VIA Google Meet Teleconference

 1100 N. Eutaw Street

5th Floor Conference Room

Baltimore, MD  21202

**PRESENT:** Victoria Kelly, Chair

 Javier Solis

 Brian McCurdy

 Jane M. Bourassa

 Janice Shih

 Alex Franks

 Nayo Carter-Gray

**STAFF**

**PRESENT:** Christopher Dorsey, Executive Director

Sharron McNeill, Office Supervisor

 Paige Bryant, Administrative Specialist III

 Robert Pambianco, Legal Counsel

**OTHER**

**PRESENT**: Mary Beth Halpern

**BOARD/STAFF**

**ABSENT:** Symon Manyara

**Call to Order**

Ms. Kelly, Chair, called the meeting to order at 10:03 a.m.

Upon a motion **(I)** by Ms. Bourassa and seconded by Ms. Carter-Gray, the Board unanimously voted to approve the June 10, 2024 open meeting minutes without corrections. Also, upon a motion **(II)** by Mr. McCurdy and seconded by Mr. Franks, the Board unanimously voted to approve the July 9, 2024 special open meeting minutes with corrections.

**Report of the Chair**

Ms. Kelly stated that she, Mr. Dorsey, and Mr. Pambianco attended a meeting with the Maryland Comptroller on August 29, 2024. During the meeting, the Board and the Comptroller discussed the “Stop Scam Tax Preparers Act” and how the two parties will collaborate in the near future to ensure that enforcement measures will be met pertaining to the Act.

**Executive Director’s Report**

Mr. Dorsey announced that he attended the MSATP’s 64th Annual Banquet and Awards Ceremony on June 20, 2024 at Ruth’s Chris Steakhouse in Pikesville. Mr. Dorsey was also accompanied by Ms. Carter-Gray and Ms. Kelly. Mr. Dorsey received the Don Hull Award for his work in making positive changes in the community.

**Examination Committee Report**

Ms. Bourassa reported on the Examination Committee’s review of the PSI examination results for the month of July 2024. The examination was administered to forty-two (42) candidates: eleven (11) passed on the first attempt, nineteen (19) failed on the first attempt, four (4) repeated and passed, and nine (9) had repeated failed attempts.

Ms. Bourassa also mentioned as of July 1, 2024, the Tax Preparers exam will cover 2023 Maryland and Federal Tax laws.

Ms. Kelly mentioned the MSATP will be holding a meeting September 12, 2024, discussing the Tax Preparer’s Exam.

Upon a motion **(III)** by Mr. McCurdy and seconded by Ms. Shih, the Board unanimously approved the Examination Committee Report.

**New Business**

Ms. Kelly and the Board discussed possibly coming up with a campaign to educate the public on finding reputable Tax Preparers and how to avoid scam preparers.

Upon a motion by **(IV)** Ms. Carter- Gray and seconded by Ms. Shih, the Board unanimously voted to approve the New Business.

**Old Business**

The Board discussed the upcoming 2025 Board Meeting dates which are as follows: 1/13, 2/10, 5/12, 6/9, 9/8. 10/20, and 11/10.

Also, Ms. Kelly announced that she completed the Open Meetings Act Training.

**Closed Session**

Upon a motion **(V)** by Ms. Carter-Gray and seconded by Mr. McCurdy, the Board voted unanimously to go into a closed session at 10:49 a.m.

**Return to Open Session**

Upon a motion **(VI)** by Mr. McCurdy and seconded by Mr. Solis, the Board unanimously voted to approve the decisions made in closed session.

**Adjournment**

There being no further business, upon a motion **(VII)** by Ms. Shih seconded by Ms. Carter-Gray, the Board voted unanimously to adjourn the meeting at 11:00 a.m.

**Next Meeting Date**

The next meeting of the Board will be held on Monday, October 21, 2024, at 10:00 a.m.

\_\_\_\_With corrections x Without corrections

\_ Signature on file \_\_\_\_\_\_\_\_\_\_ \_10/22/204\_\_\_\_\_\_\_\_

Victoria Kelly, Chair Date