

Vermont Government Finance Officers' Association
Minutes of the Annual Meeting
Capital Plaza Hotel & Conference Center
Montpelier, Vermont
June 22, 2010

President Cheryl Lindberg called the meeting to order at 3:30pm. Secretary Jeff Mobus took attendance and determined that there was a quorum.

Present at the meeting: Brenda Bryer, Susan Chapman, Cindy Delibac, Patricia DeNarango, Amy Deutl, Richard Donahey, Sarah Duffy, Carolyn Gauthier, William Hall, Barbara Kivlin, John Leisenring, Cheryl Lindberg, James Manning, Joyce Mazzucco, Susan McNamara-Hill, Jeff Mobus, Lauren Morrisseau, John O'Connor, David Olson, Karla Spaulding, Peg Strait, Wendy Wilton, and Gloria Yandow.

1. Report of the Chair:

President Cheryl Lindberg welcomed those present. She said that there are two openings on the Board that we would like filled at this meeting. In addition, we would like to see increased involvement from the general membership on our committees. She noted that due to an increase of \$5.00 in the NESGFOA annual dues, the VTGFOA dues will be going up \$5.00 as well since membership in VTGFOA includes membership in NESGFOA. She announced that Vermont will be hosting the 2013 NESGFOA Conference and that we will have a site selected this year.

2. Approval of the 2009 Annual Meeting Minutes:

Wendy Wilton moved to accept the minutes of the 2009 VTGFOA Annual Meeting as presented. John Leisenring seconded the motion. There was no discussion. The motion passed unanimously.

3. Treasurer's Report.

Treasurer Carolyn Gauthier reported that through June 22, 2010, total revenues were \$7,223.27 and total expenses were \$6,913.99. The beginning Fund Balance as of July 1, 2009 was \$5,619.03 and the current Fund Balance is \$5,928.31. Peg Strait asked about the Administrative Agreement with VLCT. Bill Hall responded that it covered back office support such as mailing, collecting dues, providing workshop support. The Agreement was adjusted in the current year to be more cost efficient. Cheryl Lindberg noted that there was a surplus. John Leisenring moved to accept the financial report. Gloria Yandow seconded the motion that then passed unanimously.

Carolyn Gauthier then presented the proposed budget with expected revenues of \$8,040.00 and expected expenses of \$8,040.00. The only increase was due to the increase in the NESGFOA dues. Barbara Kivlin asked how many workshops are budgeted for. Cheryl Lindberg responded, three as per our bylaws. Barbara Kivlin asked that we try to be more collaborative with the Clerks/Treasurers, the TOEC, and the State Auditor's Office. Jeff Mobus moved to adopt the proposed budget. Wendy Wilton seconded the motion that then passed unanimously

4. Bylaw Review.

Secretary Jeff Mobus then presented the proposed changed Bylaws. The only change is that previously members were divided into two categories, members and associate members. In the proposal, members are now divided into Governmental and non-Governmental. The purpose of this change is to clarify that members who are not employed by a governmental unit are still full members. John O'Connor moved to adopt the new Bylaws as presented. Richard Donahey seconded the motion that then passed unanimously.

5. Board Policies.

Second Vice President John Leisenring discussed the work that the Board had done on Policies. In the previous year, we learned that there was no policy or protocol for having the budget approved by the membership. As such, the Budget Policy was adopted during the current year. He said that the Board expects to work and make significant progress on policies in the current year. President Cheryl Lindberg added that we used guidance from other GFOAs as well as the NESGFOA when developing policies. We hope to have all approved policies posted on the website going forward.

6. Education Committee.

First Vice President Bill Hall described the work of the Education Committee. He said that VTGFOA did meet the requirement of the Bylaws by having three workshops, one in the fall, one in the spring, and the Symposium. He said that most workshops are half day events and are excellent not only for training but also for meeting other professionals in your field and discussing shared challenges. He said that he is always looking for suggestions for topics for educational workshops.

Bill Hall also discussed benefits of membership in the national GFOA as well as the NESGFOA, especially the training that is provided by both organizations. Cheryl Lindberg added that Lisa Parker from GASB was a highlight of the Symposium.

7. Membership Committee.

Dave Olson announced that VTGFOA has 125 members, mostly treasurers and finance officers. There are very few school district finance members. He asked those present to look at the current membership list and help us locate potential new members. During the year, the Membership Committee did do survey to help the Board learn what members wanted from VTGFOA. He added that dues notices for FY12 had already been mailed. Anyone who has NOT received a bill should contact VLCT.

8. Government Relations.

John O'Connor said that he and fellow committee member Wendy Wilton had been working on a letter that they intend to send to the Governor, the Speaker of the House, and the Senate Majority leader. He distributed copies of the letter. The idea of the letter is to bring to the attention of the state government how out of date the statutes are regarding municipal finance and to make the state aware of the need for education funding reform.

John Leisenring said that he that that this was a good first step, especially since the legislature won't re-write the statutes themselves. He suggested more specific language. Wendy Wilton said that this could be just a cover letter that goes along with specific language, especially for the statutes mentioned in the letter.

One of the statutes discussed covered record retention. It was suggested that this would even be a good workshop topic. Joyce Mazzucco said that the Clerks and Treasurers had looked at this the previous year as well. Wendy Wilton thought that an omnibus covering technical corrections for municipal finance would be ideal.

9. Website.

Lauren Morrisseau gave the new website address to everyone. www.vtgfoa.org. It has been set up with the logo and links and can be googled. She hopes that it will become the primary resource for information on VTGFOA as it will have a listing of our Board members, minutes of our meetings, our policies, as well as links to other useful sites.

10. Google Group.

Barbara Kivlin talked about her work on the ListServe. As she researched the ListServe, she was advised that it was outdated and that a Google Group would serve our needs better and simpler. As such, she is beginning to set up a Good Group for VTGFOA that will be membership only. She asked anyone who wanted to be added to give her their email address and they will receive an email inviting them to join.

11. Board Nominations.

Gloria Yandow reminded those present that there are two openings on the Board. Amy Deutl of Moretown and Richard Donahey of St. Albans offered to serve, joining returning Board members Cheryl Lindberg, John Leisenring, John O'Connor, Carolyn Gauthier, Lauren Morrissette, Barbara Kivlin, Bill Hall, and Jeff Mobus. Bill Hall moved to approve this slate of Board members. Joyce Mazzucco seconded the motion that then passed unanimously.

12. Other Business:

Cheryl Lindberg thanked the Board for their service throughout the year. She recognized Dave Olson and Gloria Yandow for their long years of valued service to VTGFOA and presented them with gifts. THANK YOU Dave and Gloria!

13. Adjournment.

Jeff Mobus moved to adjourn. John Leisenring seconded the motion that then passed unanimously. No further action was taken. The meeting adjourned at 4:35pm.

Respectfully submitted,

Jeff Mobus
Secretary