



## VTGFOA Board Meeting

January 18, 2017

By Conference Call

Present were Sarah, Cheryl, Shelley, Wendy, John, Linda

Sarah called the meeting to order at 1:18.

Approved the minutes of the 12/19/16 meeting with changes in name and adding Cheryl's name to the Education Committee, as she started topic talking about fundraising.

President's report: Sarah reported that we are all set to have a table at local government day on February 15, 2017.

Linda left the meeting at 1:34. Sarah began taking minutes.

Aaron joined at 1:35pm

There are 12 registrations for the February workshop including speakers at this time. A second reminder has gone out to members and the Muninet. Lunch will include the Vermonter Deli Buffet and the board settled on a soup choice – Minestrone.

The NESGFOA Spring Seminar is at the end of March. VTGFOA has \$1,041.06 of NESGFOA funds assigned for scholarships. Cheryl suggested that the board assign some of the unassigned fund balance to the NESGFOA spring seminar scholarships so that we can offer a higher amount per scholarship. Sarah suggested that we take \$1,000 from the unassigned fund balance and offer four, \$500 scholarships. Once we see how many people apply we can discuss increasing that amount. A motion and second was made to use \$1,000 from unassigned fund balance to increase the amount available for scholarships, approved unanimously.

Treasurer's Report: John gave an overview of the 12/31/16 financials. In December, the board voted to assign \$5,000 of the unassigned fund balance for the 2019 hosting of the NESGFOA conference. John reported that we have \$13,357.65 in cash at the end of December. Our total fund balance is \$13,357.65; with \$1,041.06 in NESGFOA funds assigned for scholarships, \$5,000 assigned for the 2019 hosting, and \$7,316.59 unassigned. At the end of December, we had revenues of \$8,387.22 and expenditures of \$7,068.51 creating an excess of revenues over expenditures of \$1,318.71. As of the end of December we had 85 members at \$30 compared to 90 budgeted and 41 members at \$20 compared to 40 budgeted. We have paid our annual dues to NESGFOA. A motion and second was made to accept the treasurer's report as presented, approved unanimously.

Wendy noted that as the first vice president, she reviews the Treasurer's bank statement reconciliation every month. She has reviewed them through December; they reconcile and



match the financial statements. A motion and second was made to accept the reconciliation report, approved unanimously.

Legislative Committee Report: Wendy shared with the group suggested changes to bill H.42 which is currently in committee. The amendments to the bill would make the offices of treasurer and delinquent tax collector incompatible. Discussion followed. Board consensus was that these changes are likely a reaction to a recent embezzlement case but that this is not the best solution to the problems that are leading to these embezzlements (namely lack of oversight and internal controls).

Other Business: Cheryl gave an update on items that we should be thinking about for the upcoming 2019 NESGFOA conference which will be hosted in Vermont. She suggested that everyone begin making a list of companies, businesses, or groups who could be sponsors for the conference. At this point calls and requests are not necessary just a brain storming exercise. In addition to that there is usually a small gift at the registration table for each attendee. Cheryl suggested that we begin brainstorming ideas for that. Getting started early will help eliminate some of the last minute crunch. We will discuss and compile the lists in April or May.

The VTGFOA's biennial report to the Secretary of State is due by April 1, 2017. A motion and second was made to authorize Sarah to complete the renewal and for the payment of the fee. Sarah will coordinate with Cheryl to get the log in information for the Secretary of State's website. Sarah will coordinate with John to get the fee paid.

Meeting adjourned at 2:12 pm.

Respectfully submitted,

Linda Peters, Secretary  
Sarah Macy, President

Approved: February 8, 2017