



VTGFOA Board Meeting

August 20, 2018

Minutes

Location: Conference Call

Present: Sarah Macy, Bill Hall, Abbie Sherman, Linda Peters, John O'Connor, Cheryl Lindberg, and Shelley Quinn

Regrets: Suzanne Lowensohn, Jeff Graham, and Sue Gage

1. Call to Order / Review of Agenda – Sarah called the meeting to order at 1:32 p.m. The following topics were added to Other Business: 2018 Annual NESGFOA Conference, approval of 2018 NESGFOA Conference Scholarships, and update on GFOA Code of Ethics.
2. Approval of Minutes – Minutes from the July 18, 2018 organizational meeting were provided prior to the meeting. It was noted that a date for the October 2019 workshop has not been selected. Motion from John/Linda to approve the minutes. Motion carried.
3. President's Report – Sarah advised that Suzanne and Jeff have volunteered to be on the Legislative Committee. Sarah has been in contact with Theresa regarding reservations for workshops. Reservations for the workshops on February 12, 2019 in Montpelier and on June 13, 2019 in South Burlington are all set. Sarah has asked for a room fee waiver for the workshop in South Burlington. We are still waiting to hear back from the Holiday Inn in Rutland for the October 16, 2018 workshop.
4. Treasurer's Report – John provided the treasurer's report. At the end of July, \$18,748.80 was in checking. The \$1,500 NESGFOA scholarship has been received. Our scholarship fund balance is \$4,280.67 which includes our contribution plus carry over from last year. Unassigned fund balance is \$9,468.13.

At the end of June, revenues totaled \$4,870.48 with 85 members at \$30 and 41 at the \$20. John has received another check from Teresa and we have exceeded the budget in both cases at this point in time. We were charged a service fee by the bank, and John is working with them to reverse this. If the Vermont Municipal Clerks' & Treasurers' Association approves the \$1,000 request in their budget, we can seek payment for that. Motion to accept the treasurer's report John/Bill. Motion carried.

5. Education Committee Report – For the October 2018 workshop, Bill suggested (1) panel discussion on best practices for banking and investments, (2) writing RFP's, and (3) advance reporting in NEMRC and Excel. Bill has reached out to a few speakers for these topics. It was suggested that Aaron Frank may be willing to help with the panel discussion, as well as the former Manchester town treasurer.
6. Membership Committee Report – Shelley has sent out the letter for the membership drive and inquired about other groups that the letter could be sent to. Mike Gilbar has connected Sarah with Brad James, and she will follow up on that.
7. Legislative Committee Report – Suzanne and Jeff will be working on this. Cheryl pointed out a change in income sensitivity. The legislature has reduced the value upon which income sensitivity will not be

calculated to \$400,000. Those who have a property value greater than \$400,000 are impacted by this change.

8. Other Business

- a. 2019 NESGFOA Conference Update: Sarah, Cheryl, Bill, and Bill Fazioli met in Stowe on July 27. They are hoping to visit the site again in October to discuss specific activities that are available. Cheryl has sent out 70 letters to potential sponsors. She will follow up with those companies in a month. It was requested that all Board members be present and assist with the conference every day.
- b. 2018 NESGFOA Conference in Mystic, CT: Sarah nominated Cheryl to pull together the gift basket for this event, seconded by John. Motion carried.
- c. Scholarships for NESGFOA Conference – Only three applications were received and were previously approved via email to meet the Conference’s early registration deadline. Motion John/Shelley to officially approve the three scholarships. Motion carried.
- d. GFOA Code of Ethics – Bill advised that they had their first meeting on August 14. This meeting covered member introductions and goals for the taskforce. Caterina Bulgarella will be guiding the process and this meeting included a discussion of the target audiences. Bill will continue to forward items to the Board members. The taskforce will be meeting on a monthly basis until the conference next year.

9. Next Meeting: **Tuesday**, September 18, 2018 at 1:30 p.m. by conference call.

10. Adjournment – Motion from Cheryl/Bill to adjourn. Meeting was adjourned at 2:13 p.m.