



VTGFOA Board Meeting

March 21, 2018

Approved Minutes

Location: Conference Call

Present: Sarah Macy, Linda Peters, Shelley Quinn, John O'Connor, Cheryl Lindberg, Suzanne Lowensohn, Abbie Sherman and Sue Gage. Aaron Frank and Bill Hall joined later in meeting.

1. Call to Order / Review of Agenda – Sarah called the meeting to order at 1:32 pm. Asked for any agenda changes. Cheryl requested that we add an item under Other Business related to the NESGFOA conference we are hosting in 2019. No other changes.
2. Approval of Minutes – Minutes from February 21 were provided prior to meeting. Motion from Cheryl/John to approve the minutes. Motion carried.
3. President's Report – Sarah welcomed new members Suzanne and Abbie to the Board. Also congratulated Aaron Frank on his new position as Colchester Town Manager. With the acceptance of this new post for Aaron he has resigned from this board effective March 31st, so we are seeking a new member to take his place. Jeff Graham had expressed interest earlier in the year in joining the board and he confirmed that he is still interested. Sarah suggested that we nominate Jeff to the board for the remainder of the year. The annual meeting is coming up on June 12th. We should be getting some promo items for giveaways from GFOA. We should also be thinking about topics and speakers. Sarah reminded board members to make any budget requests by the end of March. Sarah also asked that any VTGFOA related files be sent to her to put on the laptop.

Aaron Frank and Bill Hall joined the meeting.

4. Treasurer's Report – John presented the financial reports, noting updates since the end of February. Motion to accept the financial reports Bill/Cheryl. The reports were accepted. Motion to pay the VLCT Invoice for Winter Workshop packets Shelley/Bill. Motion was approved.
5. Education Committee Report – Bill provided a list of suggested topics for upcoming workshops. He said he received good feedback from the winter workshop. Panel discussions worked well. Perhaps a panel on budgeting in future workshops. Lisa Parker from GFOA will be at the annual meeting. We will finalize workshop content and presenters at our next meeting.
6. Membership Committee Report – Shelley reported that she and Sarah looked at all the towns in Vermont and determined which ones were not current members. Will do some targeted mailing to those municipalities. Of the 252 Towns/Cities/Gores in Vermont, only 60 are members. Shelley said they will also be sending membership info to new Municipal Treasurers. Sarah suggested we update the membership brochure. Its not clear where that file is at the moment, but Sarah will check with Theresa at VLCT.
7. Legislative Committee Report – Sarah noted that we are still looking for an individual(s) to take the legislative committee reporting role. Bill wondered whether the proposed changes to education funding

will be happening in the upcoming year, and how difficult this will be to implement on short notice. Cheryl suggested we could write a letter addressing this concern. Others felt that it would not be completely implemented until fiscal year 2019.

8. Other Business

- a. Scholarship Policy update – Motion to approve the change in the Scholarship Policy Cheryl /Bill. Need to add an ‘R’ to “treasurer” and capitalize the word “Board”. Motion passed.
- b. Bylaw update – Membership section was reviewed. Bylaw changes will be approved at the annual meeting by attending members. Suzanne suggested that if we are changing bylaws we include changes to the entire document for gender sensitivity. Changing any “he/she” to “individual” or “member”. Sarah will update the full bylaws and send out before the deadline to go to the full membership.
- c. Nomination to fill board vacancy – Cheryl /Linda nominated Jeff Graham as board member to replace Aaron Frank. The nomination was approved.
- d. NESGFOA Conference 2019 – Cheryl explained to the new members present that all board members contributed names to a list of potential sponsors for the NESGFOA conference that Vermont will host in 2019. She requested that they send her any potential sponsors. Suzanne asked how many attendees are expected. Bill answered between 275 and 300 including family members. Cheryl explained that although she, Bill and Sarah, as NESGFOA representatives may lead the conference planning, the entire board will be involved as well.

Cheryl noted that we did not approve the laptop policy at the last meeting. Cheryl will update and send to Sarah for approval at the next meeting.

9. Next Meeting: April 18, 2018 by conference call at 1:30

10. Adjournment - motion from Cheryl /Bill to adjourn. Meeting was adjourned at 2:29 pm.

Respectfully Submitted,

Sue Gage