

Vermont GFOA
Conference Call
May 11, 2011

Present: Cheryl Lindberg, Bill Hall, Carolyn Gauthier, John Leisenring, Lauren Morrissette, Jeff Mobus, Barbara Kivlin, Shelley Quinn, and John O'Connor

Regrets: none!

1. Call to Order and Review Agenda:

Cheryl Lindberg called the meeting to order at 1:35pm.

2. Barbara Kivlin moved to approve the minutes of the April 13, 2011 meeting with minor typographical corrections. Carolyn Gauthier seconded the motion that then passed unanimously.

3. Report of the Chair:

President Cheryl Lindberg began by discussing a draft of her invitation letter to our annual meeting which will be held after the Symposium on June 21, 2011. Barbara Kivlin suggested bolding and underlining the time/date/location of the meeting to emphasize that information. John Leisenring suggested noting that most of our meetings are held by conference call. Shelley Quinn noticed that it should be 64th.

As noted in the invitation, there are at least two Board vacancies for next year. She asked if the remaining members (other than the retiring John Leisenring) would consider returning to serve another year. Jeff Mobus said that he'd return, though he will be passing on the Secretary position. He said that he would consider the 2nd VP position. Barbara Kivlin will check with the other members to see what their plans are for next year.

4. Treasurer's Report:

Carolyn Gauthier presented the Treasurer's Report. The fund balance as of May 10, 2011 was \$7,223.41. Jeff Mobus moved to approve the Treasurer's Report. Bill Hall seconded the motion that then passed unanimously. Jeff Mobus moved to authorize the reimbursement of \$404.95 to Lauren Morrissette for the Adobe Dreamweaver purchase. Bill Hall seconded the motion that then passed unanimously.

5. Budget Discussion:

The Board then discussed the FY12 budget to be submitted to the membership for approval at the annual meeting. In the draft presented by Carolyn Gauthier, revenues and expenses were each \$8,035.00. The significant changes from the prior year are that the budget for website maintenance was decreased and a new line item for President Reimbursement was added. Cheryl Lindberg also asked that the budget reflect a small increase in membership. The Board agreed to set the budget based on 90 full members and 40 second members. As a result, the budgeted revenues and expenditures increased to \$8,120.00. Bill Hall moved to present this budget with

\$8,120.00 of revenues and \$8,120.00 of expenses to the membership for approval. Shelley Quinn seconded the motion that then passed unanimously.

6. Vermont Legislative Update:

John O'Connor reported that the Financial Responsibility Committee met for the first time on April 29, 2011. The priority of this committee is to produce a comprehensive re-write of the statutes that deal with municipal finance and present it to the VLCT Board. VLCT staff members have been working on changes already, so the first meeting was an opportunity for municipal representatives (including John) to offer input. Subsequent to the April 29 meeting, the proposed re-write was submitted to the VLCT Board. The VLCT Board felt that the re-write was "too structured." The goal is for the re-written statutes to ensure better internal controls. The next meeting of the committee is May 27, 2011.

Cheryl Lindberg thanked John O'Connor for taking on this task. She asked if any minutes could be shared with our board, allowing us to be up to date with the discussion. John O'Connor said that he thought Karen Horn had taken minutes, but he had not received them yet. He added that the committee's job is to make recommendations to the VLCT Steering Committee who then will make the presentation to the VLCT Board. Cheryl Lindberg asked if John was willing to remain as our liaison to this committee. He said that he wanted to see it through.

7. Other Reports/Items:

Lauren Morrissette asked that all the approved policies be sent to her in pdf format so that she can post them on the website. Cheryl Lindberg asked if anyone could tidy up the President Reimbursement Policy in Word. John Leisenring said that he would do it. In addition, all the information for the annual meeting have to be sent to Cheryl for inclusion on the website, including a link to the Symposium. Bill Hall said that the Symposium brochures are in the process of being completed and will be in the mail very soon.

The next VTGFOA meeting will be the annual meeting on June 21, 2011. Immediately following the annual meeting, the Board will meet for a brief organizational meeting.

Jeff Mobus moved to adjourn. Bill Hall seconded the motion that then passed unanimously. The meeting ended at 2:27pm. No further action was taken.

Respectfully submitted,

Jeff Mobus
Secretary