

Vermont GFOA
Board Meeting
July 16, 2014
Via Conference Call

Present: Cheryl Lindberg, Jeff Mobus, Cynthia Gibbs, John O'Connor, Lauren Morrisseau, William Hall, Shelley Quinn, Wendy Wilton and Sarah Duffy

Regrets: None

The meeting was called to order at 1:33 p.m. by President Jeff Mobus

Cheryl Lindberg requested that VASBO Collaboration be added to the agenda. The agenda was approved with that inclusion.

Minutes of 05/21/14: Cynthia Gibbs moved, Bill Hall seconded the motion to accept the minutes. There was one small change to the last name for Jessica Hill (not Hall). Motion passed with one abstention.

Minutes of 06/05/14: John O'Connor moved, Bill Hall seconded the motion to accept the minutes. There were no changes to the minutes. Motion passed with one abstention.

Annual Meeting Minutes: **Draft minutes of the Annual VTGFOA Meeting will be reviewed at the August meeting for content.**

President's Report: President Jeff Mobus included a written report. The four items mentioned were: CPE Credit Update; NESGFOA Executive Director position opening/posting (now on VTGFOA & VLCT websites in Vermont); NESGFOA Annual conference in Rhode Island in 2014; NESGFOA scholarship money for upcoming conference; and "Welcome" to our new VTGFOA Board member Sarah Duffy from St. Albans. **Lauren Morrisseau requested contact information from Sarah to place on the VTGFOA website.**

Treasurer's Report: Treasurer John O'Connor presented our FY 6/30/14 year-end financial reports. VTGFOA has \$ 10,931.81 in cash and receivables of \$1,180.00. There is \$ 247.52 in liabilities, with \$ 9,864.29 in unassigned fund balance and \$2,000 in assigned fund balance for scholarships. As of 6/30/14 VTGFOA had an excess of \$124.45 in revenues over expenditures for the year versus a budgeted deficit of \$2,000.00. This leaves VTGFOA in a solid financial position as of 6/30/14. Cheryl Lindberg posed a question about the NESGFOA Scholarship money and which fiscal year of VTGFOA the upcoming \$1,000 for Rhode Island it matches with. NESGFOA has an 8/31 year-end, so the payment by them may belong in VTGFOA's FY2015. **Jeff Mobus will reach out to Dave Delano, Treasurer of NESGFOA to clarify.**

John O'Connor requested **payment of the second half of the VLCT administrative** contract in the amount of \$275.00. Bill Hall moved to pay the invoice; Shelley seconded the motion. Motion passed unanimously.

Education Committee: Jeff Mobus began the discussion, asking the Board for a location for the Fall VTGFOA workshop. It was felt that the NW corner of Vermont should be next. Best Western / Windjammer was suggested in S. Burlington. The best date for the workshop turned out to be **10/21/14, a Tuesday. Jeff will**

work with Theresa at VLCT to begin the location and food commitment. Topics for the workshop were next and Jeff asked about any suggestions from the last workshop. Cheryl reminded Jeff that, due to an error, those evaluation forms needed to be emailed to participants and returned to Theresa, **so he will check with her to see if any were returned.** Meanwhile, other topics suggested were: Deferred Inflow/Outflow; Fraud/Internal Controls for smaller municipalities; new aspects of the Open Meeting Law; update on VT Health Exchange.

Membership Committee: No report.

Scholarship discussion was handled here. Cheryl Lindberg reported that email blasts had been sent and that she resent them on the Muninet and VMC&TA listserves. As of the date of the deadline, four applications were received requesting full conference scholarships of \$250.00. A motion was made by Bill Hall to approve the four applicants for a \$250.00 scholarship each from the NESGFOA scholarship appropriation. The motion was seconded by Wendy Wilton. The motion passed unanimously.

Next it was suggested that another email blast would be done for the VTGFOA Scholarship funds only to the current membership of VTGFOA. **Jeff Mobus will request Theresa to email only current members of VTGFOA to inform them of the Scholarship monies and set a deadline of August 4, 2014.** Early registration for the conference is 8/15/14, so we want to give members the opportunity to take advantage of that deadline. VTGFOA Board will meet by conference call on 8/6/14 at 1:30 pm to decide on the scholarship applications. If any of the four current recipients want further support, they need to apply again.

Legislative Committee: No report.

VASBO Collaboration: Cheryl Lindberg reported that she had a discussion at the VTGFOA Annual meeting lunch with Rick Pembroke about strengthening the collaboration with VASBO throughout the year. He informed Cheryl that he would be the next President and asked that she email him when the VTGFOA Board officers were finalized. He felt their 1st Vice President would be the person to work on this during the next year with VTGFOA. It was decided that Shelley Quinn would be the VTGFOA Board member to promote this liaison, since she attends most of the VASBO meetings. **Cheryl will email Rick to complete the discussion and put Shelley in contact with their Board member.**

Committee Members: Cheryl mentioned that the Board hasn't discussed Committees and their membership yet. Though Bill Hall and Sarah Duffy have offered to be on the Education Committee, the other two Committees need Board members to serve on them. Committee members can also come from the VTGFOA Membership, but are the Chair is a current Board member. **Jeff Mobus will reach out to each Board member for committee assignments.**

The next meeting date is 8/6/14 at 1:30 pm for scholarship determinations, with the regular monthly meeting date of 8/20/14 at 1:30 pm via conference calls. All Board members should block the third Wednesday of the month at 1:30 pm with a VTGFOA Board meeting.

The meeting adjourned at 2:28 pm.

Respectfully Submitted,
Cheryl A. Lindberg

Secretary