

Vermont GFOA
Board Meeting
Dorset Inn
Dorset, VT
October 25, 2012

Present: Cheryl Lindberg, Lauren Morrisseau, Jeff Mobus, John O'Connor, Bill Hall, Shelley Quinn, Cynthia Gibbs, Carolyn Gauthier

Regrets: Deb Beckett

The meeting was called to order at 1:43 PM.

1) Changes to Agenda

There were no changes suggested to the agenda.

2) Minutes

The minutes of the 9/19/12 meeting were approved unanimously with the correction of the spelling of the Secretary's name. The motion was made by Bill Hall and seconded by Jeff Mobus to approve. All voted in favor.

3) President's Report

Cheryl Lindberg reported that she, Shelley Quinn, Jeff Mobus, Bill Hall and Nancy Parsons had attended the NESGFOA Conference. Bill Hall is now the President of the NESGFOA as the President is always from the next hosting state which is Vermont. Following Vermont is Rhode Island and then Massachusetts. Cheryl asked if attendees could share their notes about any way in which the conference had fallen short so that we can avoid these pitfalls. Cheryl also reported that Nancy Parsons, Enosburg Falls Finance Director, who was awarded a scholarship by the VTGFOA to attend the conference, has agreed to become part of this Board. Lauren Morrisseau moved and Carolyn Gauthier seconded a motion to nominate Nancy Parsons to the VTGFOA Board of Directors. All voted in favor; none opposed.

President Lindberg suggested that our membership brochure needs to be updated because it contains some redundancy. Bill Hall said he would ask our VLCT Administrative support to look at it prior to the next meeting and suggest changes.

Cheryl praised the location of this workshop which was lovely. Nine people who signed up for the workshop did not attend. We received 14 evaluations which will be reviewed for workshop topics. Our next workshop will be held in early February.

4) Treasurer's report

Carolyn Gauthier asked for approval to pay the following invoices:

\$500 to the Dorset Inn for a deposit on the workshop. Shelley Quinn moved and John O'Connor seconded a motion for approval. All voted in favor.

\$162 to the VLCT for the Fall mailing. Bill Hall moved and Lauren Morrisseau seconded a motion for approval. Motion passed unanimously.

Four \$250 scholarships for attendance at the NESGFOA Conference to be paid to Nancy Parsons, Bill Hall, Cheryl Lindberg and Jeff Mobus. Shelley Quinn moved approval which was seconded by Cynthia Gibbs. All voted in favor.

\$198.64 reimbursement to Cheryl Lindberg for the baskets put together for the NESGFOA Conference. Payment was moved by John O'Connor and seconded by Bill Hall. All voted in the affirmative.

\$465.76 to be paid to Cheryl Lindberg for the President's Reimbursement of conference expenses. Lauren Morrisseau moved to approve payment and Cynthia Gibbs seconded. Motion passed unanimously.

\$37.42 in additional workshop expenses to be paid to Cheryl Lindberg who had bought some food for the workshop. A motion for approval was made by Cynthia Gibbs and seconded by Shelley Quinn for payment of this expense. All voted in favor.

Lauren Morrisseau asked the status of the annual \$1,000 VMC&TA contribution. It was confirmed that we would receive this funding this year.

A motion was then made by Bill Hall and seconded by Cynthia Gibbs to accept the Finance Report presented by Carolyn Gauthier. All voted approval.

5) New England Conference Hosting

Bill Hall provided a proposed budget for the event. He pointed out that most of the money for the conference comes from sponsors. If we receive more than budgeted we can add more expenses. Sponsorship funds rise and fall with the state of the economy. There is a timeline established by the NESGFOA which guides our preparation for the Conference. Our next trigger is in November when we need to begin fund raising. Jeff Mobus is the contact person for this effort. Bill has a list of prior sponsors that will be used in soliciting sponsors. Shelley Quinn has a list of CPA's and will also supply a list of Regional Banks. Other entities to be contacted are Bond Council, Paul Giuliani; NEMRC; and the VT Bond Bank. Levels of sponsorship were described. We also need businesses to provide items for gift bags to be given to attendees. Dave Olsen took care of this the last time we hosted. We should contact him for a list. Everyone should be thinking of companies to contact. We are also looking for names of possible speakers.

6) Timeline

Bill Hall distributed the NESGFOA Operational Timeline as a starting place for us to develop a VTGFOA timeline. The Board spent some time outlining a schedule of when various events and preparations for events need to be accomplished annually in the life of the organization. Cynthia Gibbs offered to take this information and begin filling in the VTGFOA Timeline.

7) Membership committee

Jeff Mobus will draft a letter to prior members before the next meeting asking why they have not renewed their membership. This will be circulated to the board prior to mailing.

The next meeting will be on November 28, 2012 by conference call at 1:30. Cynthia Gibbs moved and Shelley Quinn seconded adjournment of the meeting. Meeting adjourned at 3:00 PM.

Respectfully submitted,
Lauren Morrisseau
Secretary

