

Vermont GFOA
Board Meeting
June 11, 2013
Lake Morey Resort
Fairlee, Vermont

Present: Cheryl Lindberg, Lauren Morrissette, Bill Hall, Cynthia Gibbs, Jeff Mobus, John O'Connor, Shelley Quinn, Wendy Wilton

The meeting was called to order at 1:30 pm.

President Cheryl Lindberg thanked the members of the Board for their service in FY13 and presented each with a thank you gift. She remarked that Carolyn Gauthier, Nancy Parsons and Deb Beckett had resigned from the Board. She has certificates prepared for them.

The Board's organizational meeting took place. Cheryl Lindberg was nominated for President, Jeff Mobus for 1st Vice President, Bill Hall for 2nd Vice President, John O'Connor for Treasurer and Lauren Morrissette for Secretary. All voted in favor of this slate of officers for FY14.

Jeff Mobus, Cheryl Lindberg and Bill Hall were nominated to the NESGFOA Board. All voted in favor of these nominations.

Bill Hall was nominated as the VTGFOA delegate to the GFOA. This nomination was approved unanimously.

Cheryl explained that the board's conference calls are generally held on the 3rd Wednesday of the month at 1:30 pm although this schedule has been changed occasionally when members could not meet at that time. The next meeting is scheduled for July 17. Lauren Morrissette will not be able to attend the meeting due to a scheduled vacation. Wendy Wilton offered to take the minutes of the meeting in her absence.

Cheryl noted that an audit of the FY13 finances needs to be performed as outlined in our Internal Control Policy. There was discussion of the need to change signature authorization on our bank account with the change of Treasurer from Carolyn Gauthier to John O'Connor. A resolution is needed for the bank. There was a motion to authorize the President to sign a resolution to change the authorized signer on the account from Carolyn Gauthier to John O'Connor as of 6/11/13.

There was discussion of whether or not the VTGFOA should have a workshop in October since the NESGFOA Conference is in late September. Members thought that early November might be a good time for the fall workshop. At the next meeting chairs of the Education, Membership and Legislative committees will be chosen. Wendy Wilton expressed interest in working on the Education committee. Subjects for the next workshop of preparing for external audits, GFOA best practices for grant administration, Single Audits, and records retention were suggested. A location of St. Johnsbury – the St. Johnsbury Country Club was proposed.

Jeff Mobus moved and Shelley Quinn seconded paying of the invoice from the Lake Morey Resort for \$1,306.17 for the workshop. All voted in favor. There are also bills for Lisa Parker's mileage and a bill for a parting gift for Carolyn Gauthier that need to be paid.

It was noted that the May Board minutes had not been approved. There will be two sets of minutes for approval in July.

The meeting was adjourned at 2:15 pm.

Respectfully submitted,

Lauren Morriseau

Secretary