



VTGFOA Board Meeting

October 16, 2019

Minutes

Present: Abbie Sherman, Lara Alemy, Cheryl Lindberg, Sue Gage, Gail Ostrout, Casey Rowell

Regrets: Jeff Graham, Suzanne Lowensohn, Shelley Quinn

1. Call to Order / Changes to Agenda – Abbie Sherman, President called to order at 1:41pm
2. Approval of Minutes – September 25, 2019
Suggested corrections to include spelling of committees under section 3c and correct the spelling of Courtney Bushey's name in section 4b.

Move to approve with corrections by Sue. Motion seconded by Casey. Motion passed.

3. President's Report
 - a. Received interest to join the board from Dawn Monahan, Director of Finance at the City of Barre.
Motion made to invite Dawn onto the board made by Gail. Motion seconded by Cheryl. Motion passed. Abbie will contact Dawn.

NESGFOA appointments will be tabled until the next meeting. Cheryl shared that Connecticut appoints members for a 5 year term to the New England board.

- b. Policies – Abbie suggested that we start updating our policies, specifically mentioning ethics policy, bylaws, and scholarship policy. The plan is to tackle one policy per meeting. There was discussion questioning if bylaws specify that we can do business by email and suggestion that we include language that speaks to this in the bylaws. It was suggested that we include language to speak to how we handle people who violate the ethics policy. Abbie suggested working on bylaws last since they encompass policies. It was decided that the board will start by reviewing the ethics and scholarship policies first.
- c. A monthly newsletter was suggested by Abbie to keep people engaged and add value to the VTGFOA membership. Casey volunteered to do work on the layout and editing of newsletter bi-monthly or quarterly and requested help on content suggestions. She will have a draft layout prepared for the next meeting.

Board Questions:

1. Cheryl questioned the status of reaching out to Bill. Abbie has picked up a card and gift card for him that will be mailed out within the next day or two. Abbie suggested sending a card and gift card with no follow up memo.
2. Cheryl asked if Abbie was now connected with GFOA. Abbie confirmed. Abbie is now the VT contact person.

4. Treasurer's Report –
Sue reported on the balance sheet and Statement of Revenues & Expenditures. Sue is tracking memberships internally due VLCT employee changes. Memberships are in separate files by year. Sue noted that there is one more scholarship that will be paid out in October for \$500. The \$500 will come out of scholarship fund balance.

Suggested correction to the Statement of Revenues & Expenditures to include changing the header to read 2019/2020 and update or remove workshop years.

Cheryl made a Motion to approve the balance sheet and operating statement with corrections. Motion seconded by Sue. Motion passed.

5. Education Committee Report –
Suggestions for workshop ideas were solicited. Some suggested topics include: Grant administration, SAM.gov and renewing registrations, how to access state contracts. Topics need to be decided next meeting.
6. Membership Committee Report – Shelley not present. Table until next meeting.
7. Legislative Committee Report – Jeff not present. Table until next meeting
8. Other Business
 - a. Suggested Locations for 2025 NESGFOA Conference
Requirements for hosting the conference are rooms to accommodate 300 people, large and multiple conference rooms and the ability to walk easily between the two.

Suggested locations included:

Okemo Mountain Resort, Ludlow
Stratton Mountain Resort, Stratton Mountain
Equinox Resort, Manchester
The Lodge, Stowe
Killington Resort, Killington
Jay Peak Resort, Jay

Burke Mountain has capacity of 116 rooms so it is not large enough.

Lake Morey does not have capacity or large enough conference space.

Cheryl will start requesting information from locations.

9. Meeting Adjourned at 2:22pm. Motion made by Cheryl. Seconded by Sue. Motion passed.