



# VTGFOA Board Meeting

## September 15, 2021

### Minutes

Present: Abbie Sherman, William Kriewald, Cheryl Lindberg, Angela Aldieri, Courtney Bushey, Michael Gaughan (joined meeting a little late)

1. Call to Order/Review of Agenda
  - Abbie Sherman, President, called the meeting to order at 12:04pm. There were no changes to the agenda.
2. Approval of Minutes
  - a. July 14, 2021 Regular Meeting
    - Cheryl Lindberg motioned for approval of the minutes as presented, seconded by William Kriewald. The board approved the motion.
3. Fall Workshop
  - Abbie Sherman stated that she had been trying to contact Best Western since we are leaning toward a virtual workshop in light of COVID. No deposit was placed for the location. The board agreed that this location would be used for the next in person workshop if available. William Kriewald stated that Scott Carbee with the Agency of Digital Services had replied yes to the invitation to present; however, he has not heard back yet regarding a specific topic and will reach back out. The flyer will be going out soon so specific information regarding the topic is needed. The cost for the workshop was set at twenty dollars (\$20) for members and thirty dollars (\$30) for non-members which is the same as the previous virtual conference. Angela Aldieri volunteered to run the registration and invoicing process for the conference.
4. Treasurer's Update
  - Cheryl Lindberg presented financials as of August 31, 2021 noting that the interest for July was an estimate as she has not seen the statement but is likely correct based on prior months. She stated that we are now set with Mascoma Bank and will be on month end statements with them effective at the end of September. William Kriewald stated he would continue to check the mailbox on Friday's. Discussion followed about how to have clarity on which year of membership fees are being remitted particularly around the end of the fiscal year to prevent cut off errors.
  - Cheryl Lindberg went on to ask the board's opinion on investing some of the cash on hand in a short-term certificate of deposit since there is no interest earned for the checking account deposits. Additional discussion was held regarding the balance of the assigned scholarship balances and the boards policies with notation made that these items should be discussed at a future meeting.

Michael Gaughan joined the meeting in progress.

- It was noted that per policy six members are required to assign funding. There was discussion about the amount of funding provided for the previous NESGFOA Conference which was ten thousand dollars (\$10,000).

- William Kriewald made the motion to assign five thousand dollars (\$5,000) to the 2025 NESGFOA conference fund and authorize the Treasurer to invest these funds in a CD with Mascoma bank for a period of six months not to be reinvested without board approval, seconded by Angela Aldieri. The board approved the motion.

#### 5. Other Business

- There is a NESGFOA board meeting on Friday. The site visit for the Killington Grand Hotel to review as a possible site for the next NESGFOA conference in Vermont is scheduled for October 1<sup>st</sup>. Suggestions for additional locations is requested.

#### 3. Fall Workshop (continued...)

- Michael Gaughan provided his update that Suzanne Lowensohn was not certain about participating when he previously spoke to her but asked that he reach back out in the fall. The fund balance presentation should focus on the accounting side as the VLCT Town Fair is presenting from a legal perspective. He went on to note that the VLCT Town Fair is also providing a whole day of training related to cybersecurity. William Kriewald will reach out to Agency of Digital Services to see if there is a topic that wasn't covered by the Town Fair that could be presented. Additional discussion regarding alternative topics followed with audit requests for proposal being one that may be of interest to member communities. The topic could be presented as a roundtable from varying size communities and schools about the process since many communities will need to have an audit that haven't previously due to the federal funding received as a part of the American Rescue Plan Act. Michael Gaughan will speak to Michelle Baker with VASBO for a recommendation on a school district representative and he offered to also check on other municipalities that have recently changed firms.
- The board discussed the need to meet again sooner than our next scheduled meeting to finalize the details for the workshop flyer. Next meeting was scheduled for September 29<sup>th</sup> at noon.

#### 6. Adjourn

- Will Kriewald moved that we adjourn the meeting, seconded by Cheryl Lindberg. The board approved the motion and the meeting was adjourned at 1:30pm.