



VTGFOA Board Meeting Approved MINUTES

September 13, 2017

Location: Conference Call, 1:30 pm

Present: Bob Giroux, Sarah Macy, John O'Connor, Linda Peters, Cheryl Lindberg, Bill Hall, Shelley Quinn and Sue Gage

Regrets: Wendy Wilton, Aaron Frank

1. Call to Order / Review of Agenda

Sarah Macy called the meeting to order at 1:31 pm. Per an email sent earlier we will be adding a reimbursement request under 4. Treasurer's Report. Will also move item 8. Other Business a. NESGFOA Conference Sponsorship Planning to follow item 2. Approval of Minutes.

2. Approval of Minutes

Sarah Macy stated that the spelling of Mike Mucha's name needed correction. Bill Hall stated that he believes a space was actually omitted following Mr. Mucha's name. Bill suggested we put a notation in the August minutes stating the new dates for the conferences, as they have since changed.

Motion to approve minutes as modified, Bill Hall/Cheryl Lindberg, motion approved.

3. NESGFOA 2019 Conference – Sponsorship planning

Cheryl Lindberg stated that we need to come up with a sponsorship list soon so that we can reach out to organizations and individuals before they finalize budgets and giving plans. Bill Hall asked what type of people/organizations/items should we be thinking about. Cheryl indicated that financial sponsorship was most crucial at this point and suggested we come up with levels of sponsorship. She suggested banks, accounting firms, legal firms and related organizations. We will also seek donations of food items for registration table gift bags.

Bob Giroux asked about the prior conference and whether anyone had a list of sponsors from then. Bill Hall said he and Cheryl could put their heads together and perhaps come up with that list. Bill also suggested we look at the sponsors in other states, and perhaps ask some of those sponsors as well.

Cheryl would like the board to email possible sponsors (10 of them) to her by the end of this week. Cheryl will also be asking the Board members to help when it's time to make requests from potential sponsors.

4. President's Report

Workshop Dates: After the meeting last month, Sarah Macy with the help of Theresa booked the meeting spaces we decided on. The October and June dates had to be adjusted because the locations were already booked. To recap:

Fall Workshop – October 26, 2017 at Lake Morey Resort, Fairlee
Winter Workshop – February 21, 2018 at Capitol Plaza, Montpelier
Summer Workshop – June 12, 2018 at Vermont Tech, Randolph

Sarah noted that we received a break on price from Lake Morey when they couldn't accommodate our first choice for dates. They offered \$34 Day Conference Package which is \$2 less than we have paid in the past. This will include continental breakfast and lunch buffet with two hot entrees. Sarah suggested we offer Baked Haddock and Roast Pork Loin for lunch. The list of meal options was included in the board packet. Bill Hall suggested we have something Italian on the menu.

Cheryl Lindberg stated that its good to stay away from chicken but that Turkey dinner is timely. Sarah will make a final decision and run with it.

Sarah noted that the last few times we hosted an event at Lake Morey we offered the New Hampshire GFOA members our membership rate to attend the conference. With the board's support, she would like to do this again. The board did not voice any opposition to this. We have also extended our invitation to school unions and other government employees.

Administration – Sarah discussed with Theresa the excel file she uses to track membership and the possibility that it lacked historical information. Sarah is confident that this issue has been remedied. Cheryl Lindberg asked how many years of history she has. Bill stated that it is likely she has only a couple of years of membership history.

5. Treasurer's Report

John O'Connor presented and summarized the financials. Noted that our membership is coming in well with 79 members at \$30 and 40 members at \$20. Our Balance Sheet and Income Statement look strong. Motion to approve the treasurers report Bill Hall/Shelley Quinn. Motion approved.

Bill was looking through our financial statements and noted that we have been more than covering our costs of workshops. He would like to see us speak to this at a later meeting and perhaps come up with some ideas to offer more scholarships.

Looked at the reimbursement request from Cheryl Lindberg for items for the NESGFOA gift baskets. Motion to approve reimbursement Bill Hall/Shelley Quinn, motion was approved.

Cheryl left meeting at 2:06 pm

6. Education Committee Report

Bill Hall stated that the brochure for the October workshop has been sent out via email. The email went to a larger group. Sarah Macy said she has seen some new people registering early.

7. Membership Committee Report –

Shelley Quinn said we would see more members after the fall workshop. We will send out a follow-up to non-members following the workshop. Bill asked whether we screen workshop signups to see if they were members in prior years. Shelley stated that this is not easy to do at this point.

8. Legislative Committee Report – Wendy was not at the meeting.

9. Other Business

Need to nominate members for the Audit Committee. Bob Giroux/Shelley Quinn moved to appoint Wendy Wilton and Sue Gage. Motion was approved.

10. Next Meeting: October 26th after the workshop at the Lake Morey Resort

11. Adjournment

Motion to Adjourn Bill Hall/Shelley Quinn. Meeting was adjourned at 2:15 pm.

Respectfully Submitted,

Susan Gage