



# VTGFOA Board Meeting

## August 21, 2019

### Minutes

**Location:** Conference Call 1:30 pm  
**Number:** (605) 562-0400  
**Conference ID:** 7771549

**Present:** Lara Aley, Jeff Graham, Cheryl Lindberg, Gail Ostrout, Suzanne Lowensohn, Bill Hall, Shelley Quinn

**Regrets:** Abbie Sherman, Casey Rowell, Sue Gage

1. Call to Order / Review of Agenda –Cheryl Lindberg, 1<sup>st</sup> Vice President called to order at 1:32pm
2. Approval of Minutes – July 17, 2019

Upon motion by Bill, seconded by Gail the board voted to approve the minutes of the July 17, 2019 meeting. Motion passed. Lara abstained because she wasn't in attendance.

3. Treasurer's Report – Sue sent financials in advance due to her absence. There were no questions from the board.

Upon motion to accept the balance sheet and profit and loss statement made by Jeff, seconded by Bill. Motioned Passed.

- a. Approval of Corporate Authorization Resolution – Shelley explained that this is a standard resolution to show who is authorized to be on the bank account. Shelley clarified that the names follow down through the page and don't need to be duplicated on each line of the form. Cheryl was asked by the bank to sign as 1<sup>st</sup> Vice President in addition to the Secretary.

Motion made by Gail to authorize the Treasurer and Secretary to be signers on the account and authorize Cheryl to sign as the second signer on the bank form. Motion seconded by Jeff. Motion passed.

- b. Payment of NESGFOA Membership Fees – Cheryl stated that there is \$255 in membership fees that are due to pay to NESGFOA.

Motion made by Bill to approve the payment, seconded by Shelley. Motion passed.

4. Education Committee Report – Bill has nothing new to report.
5. Membership Committee Report - Shelley will reach out to VLCT for those who have not renewed membership.
6. Legislative Committee Report – Jeff had nothing to share. He will do a follow up at a later meeting.
7. Other Business

- a. NESGFOA Conference Update – Cheryl asked for all available assistance on Saturday before the conference in the late morning or afternoon to help organize. Sue, Bill, Gail, Lara, Jeff all confirmed that they can help. Bill suggested that we get a tour of the location so we can guide others when they arrive. Cheryl confirmed that she is working on maps of the area. Cheryl updated that sponsors are sending goodie bag items to the lodge. 273 participants are registered as of today. She is working on finalizing menus and centerpieces for tables. Jeff asked how many participants she expects. Cheryl does not expect there to be over 300 participants, closer to 280.

It was asked if we can register a spouse for dinner. Cheryl said that there is a guest registration and they are welcome at dinner and receptions but not at the luncheons.

Sponsorship totals, if all come to fruition amount to \$144,950. \$130,000 was budgeted. The extra money is being used to boost our Sunday evening reception since there is no dinner offered Sunday.

- i. Gift Baskets – Each state brings gift baskets to highlight their state. Cheryl will pull together items for the baskets this weekend.  
Jeff has a client who distills liquor and asked if it is appropriate for him to bring those types of donated items. Jeff will bring the donation to the conference on Saturday to be used in gift baskets. It was suggested that we add the liquor to the Sunday night tasting event. Cheryl will confirm with The Lodge that these products are acceptable and in what capacity they may be shared.

8. Next Meeting – There will be a September meeting separate from the conference.

9. Meeting Adjourned at 2:02pm. Motion made by Bill, second by Shelley. Motion passed.

Minutes by: \_\_\_\_\_  
Lara Aley, Secretary