



# **VTGFOA Board Meeting**

## **February 21, 2018**

### **Agenda**

### **Approved Minutes**

**Location:** Capital Plaza, Montpelier

**Present:** Sarah Macy, Bill Hall, Linda Peters, Shelley Quinn, John O'Connor, Aaron Frank, and Cheryl Lindberg

**Regrets:** Sue Gage

1. Call to Order / Review of Agenda – Sarah Macy called the meeting to order at 2:17 pm. No agenda changes.
2. Approval of Minutes – Minutes from the 1/17/18 meeting were presented. Motion to approve the minutes as presented Bill Hall/Aaron Frank. Minutes were approved.
3. President's Report – Sarah reported that three members had expressed interest in the two open seats on the board. Suzanne Lowensohn, UVM's governmental accounting professor, Jeffrey Graham, CPA, and Abbie Sherman. VTGFOA had a table at Local Government Day in the Statehouse and it was a success. The VTGFOA laptop and backup are working very nicely. Sarah asked for board members to email her with VTGFOA related documents they think we should have on record. They will be saved on the laptop and backed up regularly.
4. Treasurer's Report - John gave overview of the January financials. We have total revenues of \$7,410.70 and total expenditures of \$4,259.92. For memberships we 85 at \$30 and 47 at \$20 – and a few more joined today. Still waiting for the NESGFOA dues invoice. Motion to accept the treasurer's report Shelley Quinn/Cheryl Lindberg. Report accepted.

Two invoices were presented for reimbursement. Sarah purchased a 1 year Carbonite subscription for \$59.99 and a laptop case for \$25.98. Motion made to approve reimbursement for these two expenses Shelley Quinn/Bill Hall. Motion approved.

5. Education Committee Report – Bill reported that the evaluations of the workshop were all positive. People liked the topics and especially the panel discussion. Sarah will send out a follow up email to all attendees and registrants with a link to Aaron's policies, and some samples from the other panelists. Bill added that VLCT is reviewing and updating their model financial policies.

Attendees expressed an interest in more specific policy training. The group discussed the possibilities of having smaller, round table discussions and working groups at a future workshop.

6. Membership Committee Report – Shelley discussed reaching out to people who attended today who weren't members to see if they want to join.
7. Legislative Committee Report – still looking for someone to staff this committee.
8. Other Business

- a. Bylaws – The group reviewed the draft language to add Honorary Retired Membership category to the bylaws. This change will have to go before the entire membership at the annual meeting. Slight wording change to “Honorary Retired Membership shall be granted to any active member in good standing who has permanently retired from public employment.” Second draft will be brought to the next meeting.
- b. Review the draft laptop policy – Discussed adding some language for using the laptop at other events as long as it’s just VTGFOA using it within the scope of VTGFOA activities. The draft policy prohibited thumb drives but since we bring presentations on thumb drives that was deleted from the policy. Changes will be brought to the next meeting for approval.
- c. Suggestions for other policy edits – Discussion to add language to the scholarship policy allowing the treasurer to pay out scholarships upon receipt of appropriate documentation without additional approval by the board since they were already approved by the board.
- d. VTGFOA board openings – Motion was made to nominate Suzanne Lowensohn and Abbie Sherman. Bill Hall/Aaron Frank. Cheryl suggested that we ask people to send an email about why they are interested in joining the board if we have a contested seat in the future. Discussion about giving preference to governmental members. Motion passed unanimously.
- e. Sarah asked the group how much the VTGFOA charges for just the handouts from a workshop? The answer is \$25. If they paid to attend but didn’t cancel in time, we will still send the handouts but the cost remains the full cost.
- f. VTGFOA has funds to offer seven \$250 scholarships to the NESGFOA spring workshop. Information will be sent out to the membership by the end of the week.

9. Next Meeting: March 21, 2018 by conference call at 1:30

10. Adjournment adjourned at 3:11