



VTGFOA Board Meeting

July 15, 2020, 1:30 p.m.

Minutes

Present: Abbie Sherman, Cheryl Lindberg, William Kriewald, Dawn Monahan, Casey Rowell, Suzanne Lowensohn

Regrets: Thomas Galinet

1. Call to Order / Changes to Agenda: Abbie Sherman called the meeting to order at 1:36 p.m. There were no changes to the Agenda.
2. Approval of Minutes – June 17, 2020 and June 23, 2020: Casey sent out some corrections prior and Dawn also suggested a change. *With those changes, Motion made by Will, seconded by Dawn to approve the June 17 minutes. Motion passes. One minor change on the June 23 minutes. Motion made by Dawn to approve the June 23 minutes, seconded by Will. Suzanne abstained. Motion passes.*
3. Review minutes of June 23, 2020 Annual Meeting (to be approved at Annual meeting in 2021) A few minor capitalization and punctuation issues were noted and to be fixed prior to next year's presentation.
4. Treasurer's Report
 - a. Update on invoices/payments from Non-members attending the June webinar

Will made a motion that the Secretary and Treasurer be the authorized signers on the Bank account and that Abbie be the second person to certify such on the Bank resolution, seconded by Cheryl. Motion passes.

Dawn report that four invoices have been sent out for the June workshop and we have received only one payment.

5. President's Report
 - a. Review of Projects/Tasks for Upcoming Year

Abbie reviewed a list of tasks that she would like to see happen in the coming year. Newsletter content and how often it should be sent out was discussed. It was suggested to do a quarterly newsletter and then content as appropriate in between.

Cheryl is willing to research options for future webinars. Suzanne shared feedback on Microsoft Teams and that she did not feel it was a good option.

Newsletter – Casey and Tom

- Content
- Frequency
- Timeline to submit content and distribute to membership
- Interfacing with Website
- Upgrade Website?

Webinar Platform: GoTo Meeting, Zoom, Microsoft, Teams, WebEx...

- Testing choices
- Long-term solutions, or as needed?
- Option for recording in-person workshops
- Timeline for selecting option

Suzanne & Cheryl will work on this. Abbie would like to see something in place within 1-2 months

Future Webinars – Education Committee

- Topics
- Scheduling
- Timeline for next webinar/future webinars

Jeff, Suzanne, Casey, Tom are the committee members. Start working on topics and maybe use some of the materials from the summer workshop that was cancelled. October? Committee needs to work on this.

Governmental Accounting Course

- Timeline for availability
- Online platform
- Other needs?

Suzanne is not available to teach the class in the Fall. Possibly in February.

Membership Tracking

- Alternative registration to eliminate need for VLCT
- Periodic submittal of Membership list from VLCT to point of contact.

Dawn has asked VLCT to send membership list quarterly and preferably monthly. Cheryl gave a reminder that the membership list should never leave the organization. Tom and Dawn are on the membership committee and will look into options for keeping the list current and importing it into Mailchimp.

Review of VLCT Contract and Seeking Alternatives

- Timeline: Next VLCT Contract Renewal is November or December 2020

The contract will come in November and we still want to look at ways to reduce how much we rely on VLCT and would like to be able to do more ourselves and eventually eliminate them.

6. Education Committee Report

We will have a date by the next meeting. Uniform Guidance – Cassandra Ryan – reach back out to her. Once the date is set, Will can reach out to Cassandra.

7. Membership Committee Report

Dawn reported that we received 35 renewals, 32 are renewals and 3 are new.

8. Legislative Committee Report

Will mentioned H. 608 dealing with incompatible local offices. For example, Treasurers should not be auditors too, etc. This might be something good to send out to members in a future newsletter.

9. Other Business

Abbie shared an email from Lisa Goodell at VLCT and they are going to be doing a Virtual Town Fair. They would like one or some VTGFOA members to be moderators at the event on September 29. Will said he's available to attend and possibly someone else will be available too.

10. Adjourn. *Motion to adjourn by Casey at 2:30 p.m. Seconded by Will. Motion passes.*

Respectfully submitted by: Casey Rowell
Casey Rowell, Secretary