

VTGFOA Board Meeting  
July 22, 2015  
Via Conference Call

Present: Cheryl A. Lindberg, Jeff Mobus, John O'Connor, William Hall, Shelley Quinn, Sarah Duffy, Chad Hewitt and Cynthia Gibbs (joined at 1:54)

Regrets: Wendy Wilton

The meeting was called to order at 1:34 p.m. by President Jeff Mobus. Agenda reviewed and approved.

Minutes of 5/27/15 & 6/25/15: Moved and seconded to approve the minutes of 5/27/15 as presented. The motion passed with one abstention. It was next moved and seconded to approve the minutes of 6/25/15 as presented. The motion passed unanimously.

President's Report: President Jeff Mobus included a written report. Jeff has tendered his resignation to VTGFOA, as he has taken a new financial position with a non-profit organization and will be leaving municipal finance. Jeff welcomes our new Board member Chad Hewitt and thanked him for accepting the position at our recent annual meeting.

Treasurer's Report: Treasurer John O'Connor presented our 6/30/15 financial reports. VTGFOA has \$11,702.85 in cash and receivables of \$ 250.00 that represent amounts due from attendees at the annual meeting/workshop. There is \$ 1,120.00 in liabilities representing membership dues paid in advance, with \$ 9,632.85 in unassigned fund balance and \$ 1,200.00 in assigned fund balances for VTGFOA scholarships. Total Assets and Total Liabilities & Equity are \$11,952.85. As of 6/30/15 VTGFOA had a deficit of \$ 31.44 versus a budgeted deficit of \$ 1,795.00. The annual meeting and workshop results are not final yet, but currently there is a \$266.16 surplus. Discussion of a couple items in the financials occurred – Lisa Parker travel, Board gift expense being reclassified and NESGFOA dues invoice hasn't been received, but the amount is calculated. A motion was made and seconded to approve the Treasurer's report as adjusted. The motion passed unanimously. There were no invoices to approve.

Education Committee: Jeff began by saying that he would like the Board to consider the dates for our next three workshops/annual meeting now so we can secure locations that we desire ahead of time. In looking at the past couple of years, the Board narrowed down the locations and dates. It was decided to have the Fall workshop on October 20<sup>th</sup> in Rutland, the Winter workshop on February 24<sup>th</sup> in South Burlington and the Annual Meeting/workshop on June 23<sup>rd</sup> in Fairlee. Bill will ask Theresa at VLCT to reach out to the three locations and find out if they are willing to schedule our events now. He will report back at the next meeting and the Board will need to pick topics for the October workshop soon.

Membership Committee: Nothing reported.

Legislative Committee: Nothing reported.

Business to be conducted: NESGFOA Scholarships ~ Cheryl reported that she had received two scholarship applications, one from Wendy Wilton and one from herself. Wendy requested a \$250.00 amount and Cheryl did as well, but stated that she could use a bit more than that to attend. Cheryl will email the two requests to the Board. A motion was made and seconded to approve a \$250.00 scholarship for each person. Motion passed unanimously. The only other person attending the NESGFOA Annual Conference is Bill Hall.

Jeff mentioned that there will need to be a change in the leadership of VTGFOA due to his resignation. The Bylaws indicate that the 1<sup>st</sup> Vice President serves, when there is a vacancy in the President's role, until the next annual meeting. Discussion between Wendy (1<sup>st</sup> VP) and Sarah (2<sup>nd</sup> VP) since Jeff's notification lead to the solution that Sarah would be willing to serve as President if Wendy was not. Wendy has indicated that she would rather stay at 1<sup>st</sup> VP at this time. At the next Board meeting Jeff will still be the President, because he will still be in his municipal position. Sarah can take over as President thereafter and lead the September meeting and serve until next annual meeting. Cheryl suggested that someone should step up to handle the website piece that Sarah has been doing, as this distributes responsibility to other Board members and keeps people involved. Sarah doesn't mind doing it.

Cynthia Gibbs brought up the Audit Committee for the FY2015 audit. It was decided to place that on the August meeting agenda.

Next meeting date/time: **August 19, 2015 at 1:30 pm** by conference call.

Motion was made and seconded to adjourn. All voted in favor. The meeting adjourned at 2:22 pm.

Respectfully Submitted,

Cheryl A. Lindberg