

Vermont GFOA
Conference Call
August 27, 2009

Present: Cheryl Lindberg, Dave Olson, John Leisenring, Jeff Mobus, Carolyn Gauthier, Bill Hall, Lauren Morrisseau, Barbara Kivlin, and John O'Connor.

Regrets: Gloria Yandow.

1. Call to Order and Review Agenda:

President Cheryl Lindberg called the meeting to order at 9:00am. She said that she'll add bylaw review to her Report of the Chair.

Barbara Kivlin moved to approve the minutes of the July 23rd meeting. John O'Connor seconded the motion that then passed unanimously.

3. Report of the Chair:

Cheryl Lindberg reported that she is struggling with the organizational filing. She requested an executive committee meeting on the topic. She will send information to the members of the executive committee and set up a conference call in the next week or two. She also reported that the NESGFOA Conference seems to be headed in a positive direction with 220 attendees, including herself, Bill Hall, and John Leisenring from Vermont.

Cheryl emailed each board member a "cleaned up" copy of the bylaws. She made several formatting adjustments so that the document looked more consistent. She felt that these finishing touches needed to be done prior to the organizational filing. There were no changes to the substance of the document. The board agreed with the changes.

4. Treasurer Report:

Carolyn Gauthier had previously emailed the Treasurer's Report to all board members. In the report, Carolyn included a draft budget with \$3900 in revenue and \$3900 in expenses for the 2009-2010 fiscal year. John Leisenring moved to accept the proposed budget for discussion. Jeff Mobus seconded the motion.

Lauren Morrisseau asked about the change in the expected NESGFOA dues as compared to the previous year expense. It was explained that, due to non-billing, the prior year expense included dues for four years. We will self-bill at the end of each of our fiscal years from now on to avoid this issue. Barbara Kivlin noted that the proposed budget does not include revenue from VMC&T A consistent with prior year.

It was agreed that it will be added to the budget and Carolyn Gauthier agreed to check

with the Treasurer of the VMC&TA to ascertain that it is once again in their budget this year to support our educational efforts.

Noting that there is nothing in the budget for website, and knowing that the board was going to discuss the topic later, John Leisenring suggested adding funds for the website to the budget. It was agreed that \$900 would be added for this purpose. Bill Hall noted that the number of members used for the calculations for dues revenue and dues expense do not match. It was agreed that, for the budget, the revenues and expenses would be based on 120 members, 100 first members from organizations and 20 second members. By this formula, the dues revenue in the budget increased \$300. Lastly, Jeff Mobus suggested adding \$400 to workshop expense in the budget.

In summary, dues revenue was increased from \$2500 to \$2800 and the VMC&TA contribution of \$1 000 was added. The budgeted revenues for 2009/2010 are now \$5200. On the expense side, \$900 was added as a new line item for website hosting and maintenance and the workshop/conference expense line was increased from \$1350 to \$1750. The budgeted expenses for *200912010* are now \$5200. The board approved these changes unanimously.

Jeff Mobus moved to approve payment for the VLCT mailing at a cost of \$103.40. John O'Connor seconded the motion that then passed unanimously.

5. Board Reports:

Bill Hall led a lengthy discussion on the Education Committee in an effort to determine what the Board wanted and what the scope of their efforts should be. He wants to avoid conflicts with what VLCT is already doing. He told the board about the sessions that VLCT has scheduled in Oct (6th and 8th), Nov (17th and 19th), and Dec (8th and 10th) in Hartford and Milton, with the topics of Cash Management, Trial Balance and Payroll, respectively.

Cheryl Lindberg noted that we should be involved in three education sessions, spread around the state. She asked about topics. Lauren Morrisseau suggested internal controls and talked about measurable goals. She will send Bill Hall information to help him see what she is looking for. As to the date, Cheryl Lindberg said that we've generally tried Thursdays, suggesting Oct 22nd. Bill Hall was concerned that there is not enough time to put together a session, just two months. The board will assist by helping to find a location in the southern part of the state on a date not after October 29th. Jeff Mobus will check out Springfield, Dave Olson will check out Woodstock, Cheryl will check out White River Junction, and John O'Connor will look for a location further south. All will report back no later than September 11 as to the cost, availability, and suitability of the options so that we can make a timely decision on the location.

Cheryl Lindberg noted that Gloria Yandow was not present for an update on the ListServe, noting Gloria is in a work crunch right now. Barbara Kivlin said that she will try to reach out to Gloria and help. Cheryl requested that if a board member isn't able to make a meeting, please submit a written report via email so that we keep the

momentum going on our efforts. Back on ListServe, a quick survey indicated that a vast majority of the Board was not on ListServe.

Jeff Mobus reported that Dave Olson had called him about the Membership Committee. Jeff emailed Jessica at VLCT on Tuesday, requesting a list of our members, and if they were current on their dues. He will follow up with Jessica if he has not heard from her by the next week.

Joh4 O'Connor reported that he and Wendy Wilton from Rutland have been exchanging voicemails. They are concerned about duplicating VLCT's efforts. Cheryl Lindberg said that she thinks that there is enough of a difference in our perspectives, with us coming only from the financial viewpoint, for it to work.

Lauren Morrisseau had previously emailed a quote from her daughter for the creation of a logo as well as the design and build of a website. She asked for input on the logo, which will need to be done before the website. Barbara Kivlin felt that the logo should not look touristy, but financial. Dave Olson suggested looking at the logos for other states. Lauren said that her daughter will come up with some options and let us choose. Dave Olson moved to accept the proposal from Kim Morrisseau to design a logo and design and build a website at a cost not to exceed \$700. John Leisenring seconded the motion that then passed unanimously.

6. Next meeting and adjournment.

The next meeting is September 17th at 9:00am.

Jeff Mobus moved to adjourn. Lauren Morrisseau seconded the motion that then passed unanimously.

The meeting adjourned at 10:13am.

Respectfully submitted,

JeffMobus
Secretary