

Vermont GFOA
Conference Call
September 21, 2011

Present: Cheryl Lindberg, Bill Hall, Carolyn Gauthier, Shelley Quinn, Jeff Mobus, Cynthia Gibbs, and John O'Connor

Regrets: Barbara Kilvin, Lauren Morrissette and Joyce Mazzucco

Cheryl Lindberg called the meeting to order at 1:35pm.

1. Approval of August 10, 2011 Board of Directors minutes:

Cheryl Lindberg distributed 8/10/11 meeting minutes just prior to the beginning of the meeting and proposed postponing approval until the next meeting to give members a chance to review. All agreed.

2. Report of the President:

President Cheryl Lindberg opened her report by detailing that she and Bill Hall had attended the NESGFOA Fall Conference and that they were the only Vermonters represented. The baskets containing Vermont products were well received. The 2012 NESGFOA Fall Conference will be held in Hartford, Connecticut September 30, 2012 – October 2, 2012. Lindberg mentioned that Barbara Kivlin was experiencing personal matters and that she may choose to resign from the VTGFOA Board. If that occurs, a new Secretary will need to be appointed. NESGFOA's next Board meeting is scheduled for November 10th in Massachusetts. Jeff and Bill needed this information since they were not at the September NESGFOA Board meeting.

3. Treasurer's Report:

Carolyn Gauthier presented the Treasurer's Report. She said that there was not much happening and that membership dues are coming in. Bill Hall mentioned that more dues have historically been received in October as people register for the Fall Workshop. Bill Hall moved to approve the Treasurer's Report. Jeff Mobus seconded the motion that then passed unanimously.

Jeff Mobus moved to authorize payment of the \$1,000 non-refundable deposit to the Stoweflake for the Fall Workshop. Bill Hall seconded the motion that then passed unanimously.

Jeff Mobus moved to authorize reimbursement of \$500 to Cheryl Lindberg for travel & expense reimbursement related to the NESGFOA Fall Conference per the VTGFOA's President Reimbursement Policy. Bill Hall seconded the motion that then passed unanimously.

Shelley Quinn moved to authorize reimbursement of \$212.53 to Cheryl Lindberg for the baskets given away at the NESGFOA Fall Conference. John O'Connor seconded the motion that then passed unanimously.

4. Vermont Legislative Update:

John O'Connor reported that the VLCT Financial Responsibility Committee had postponed its scheduled meeting due to Hurricane Irene. It will be rescheduled after VLCT Town Fair on October 6.

5. VTGFOA Audit Committee

Shelley Quinn indicated she and Lauren Morrissette had completed their audit of the 2011 financial records. She thanked Carolyn Gauthier for her work as Treasurer and keeping organized files. Cheryl Lindberg requested the Audit Report be amended to include VTGFOA in the title and the date of the audit at the bottom. Cynthia Gibbs moved to accept the auditor's report and Bill Hall seconded the motion. The motion passed unanimously.

6. Fund Balance Policy:

To reflect the Board's decision at the last meeting, Treasurer Gauthier was asked to include the "Assigned Fund Balance" amount of \$2,000 to the bottom of her financial report. These Assigned Funds are for use by Vermonters at the 2013 NESGFOA Conference hosted by Vermont.

7. Education Committee Report

President Lindberg reported that some requests were coming in for the Fall Workshop of people who wanted to attend the workshops but not stay for lunch. The alternative was to provide a bag lunch so that no one would need to monitor lunch for who had paid and who hadn't. A request was also received for the presentation handouts for someone who couldn't attend. President Lindberg asked Bill Hall how VLCT handles these requests and he indicated that they charge \$25.00. The Board agreed that seemed reasonable to charge.

John O'Connor brought up the idea of giving a token of appreciation to speakers at the VTGFOA workshops. Discussion ensued as to if it should be something tangible or a Certificate of Appreciation. It was agreed that a Certificate of Appreciation would be appropriate.

8. Membership Committee

Shelley Quinn reported that she and Lauren Morrissette had discussed recruitment efforts and as that it is part of her vocation to visit municipalities it is an opportunity for her to promote VTGFOA membership during these meetings. President Lindberg mentioned it should not be a one person job and had some ideas that could be discussed at a later time.

9. 2013 NESGFOA Conference Hosting Timeline

Bill Hall will be keeping the VTGFOA Board up to speed on the timeline. He will contact Hildene House to hold the Friday evening dinner there. President Lindberg mentioned that she would reach out to entertainment providers, such as Marko the Magician, to see if available. Board members should think about others that would be options for entertainment in 2013.

The next VTGFOA Board meeting will be after the Fall Workshop on October 20, 2011.

Motion to adjourn was voted unanimously. The meeting was adjourned at 2:30 PM.

Respectfully submitted,

Shelley and Cheryl