

Vermont GFOA
Conference Call
September 24, 2009

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

Regrets: Gloria Yandow, Jeff Mobus, Dave Olsen.

1. Call to Order and Review Agenda:

President Cheryl Lindberg called the meeting to order at 9:10am. Bill Hall indicated that Vermont would be hosting the NESGFOA annual Meeting in 2013. Cheryl said that it was important to begin planning for this event early and she would include this item on the next meeting agenda.

2. Barbara Kivlin moved to approve the minutes of the August 27th meeting. Bill Hall seconded the motion that then passed unanimously.

3. Report of the Chair:

Cheryl Lindberg reported that she is moving forward with the State organizational filing. She said that the Vermont GFOA would file with the State as a non-profit association. She said that no federal filings were contemplated at this time. Cheryl also reported that the VMC&TA was also filing paperwork with the State establishing the VMC&TA as an incorporated non-profit organization. Bill Hall indicated that he thought that the reporting requirements for an incorporated organization were more rigorous than those applied to an unincorporated association.

Cheryl summarized the NESGFOA annual meeting, indicating that it was a well-attended meeting with good information and the opportunity to make contact with a number of members. She said that she has requested that John Leisenring review a number of NESGFOA policies to see if they should be adopted by the VTGFOA. This will be included as an agenda item at a future meeting.

4. Treasurer Report:

Carolyn Gauthier had previously emailed the Treasurer's Report to all board members. She indicated that she was preparing to send the VMC&TA an invoice for \$1,000.00, which Cheryl confirmed was included in the VMC&TA's budget. A discussion ensued over the purpose for the \$350.00 included for a Marketing Newsletter in the current year's budget. It was determined that this line item was intended to be used for expenses related to increasing membership through direct mailings, website and listserv development.

Bill Hall indicated that the NESGFOA is discussing increasing dues and that if and when the increase takes place there would affect on the VTGFOA dues. Cheryl reported that the VMC&TA voted to increase their dues from \$25.00 to \$35.00 for the first member, from \$15.00 to \$20.00 for additional members, from \$5.00 to \$10.00 for retired members and from \$30.00 to \$50.00 for associate members.

The discussion on the financials ended with a review of the decision to self-bill the NESGFOA dues with the payment made at the end of each fiscal year.

John Leisenring moved to approve the Treasurer's financial report, which was seconded by Bill Hall and passed unanimously.

5. Board Reports:

Bill Hall began the discussion on the next VTGFOA training which will be a session on internal controls led by Jeff Graham, a CPA from Springfield. The training is scheduled for October 29, 2009 and it was decided that the seminar would begin at 9:30am and would consist of two 75 minute segments. Bill indicated that he would work with Jeff Graham to develop the training materials as well as develop and mail the registration materials related to the training. A discussion ensued on the location for the training, breakfast and lunch options and the fee to be charged for the training. Following the discussion it was decided that the training would be held at the Hartness House in Springfield, Vermont with coffee and muffins in the morning and a chicken and vegetarian option for lunch and the seminar would carry a fee of \$35.00 for VTGFOA members and \$45.00 for non-members.

Cheryl Lindberg began a discussion on the proposed VTGFOA logo. It was decided that the chosen logo must be attractive in black & white as well as color. Following a poll of the participants on the preferred logo, a logo was chosen that includes an outline of the State of Vermont as background with a maple leaf above and to the right of the letters VTGFOA, all of which is surrounded by a circle, open on the right side. A second logo was selected for letterhead that includes the letters VTGFOA with the interior of the V made to look like an outline of the State of Vermont. Lauren Morrisseau said that she would have mock-ups of the letterhead and other documents incorporating the VTGFOA logo at the next meeting.

Barbara Kivlin discussed issues related to reactivating the now-defunct VTGFOA listserve, which included the lack of a faculty sponsor and changes in technology among other things. She said that she was looking into starting a new listserve using Yahoo Groups rather than reactivating the old one. Barbara said that she would spend a little more time on the Yahoo website exploring this option and she would have an update for the next meeting.

Cheryl Lindberg reported that she had e-mailed John O'Connor a copy of a document adopted by the VMC&TA, parts of which were taken from a document originally developed by VLCT. She indicated that she hoped to get the VTGFOA Government Relations Committee active on certain inter-governmental issues identified in the document. John said that he had e-mailed the document to Wendy Wilton and that he would call her to discuss the role of the VTGFOA in relation to these issues. He will have an update at the next meeting.

6. Next meeting and adjournment.

Cheryl Lindberg said the next training session would end after lunch and the board could meet after that for a face-to-face meeting. The next meeting will be at 1:00pm on October 29th, following the training session at the Hartness House, unless issues arise requiring a meeting prior to that time. If an earlier meeting is required, it would be held, by conference call, at 9:00am on October 22nd.

Cheryl Lindberg adjourned the meeting at 10:20am, to which all participants unanimously concurred.

Respectfully submitted,

John O'Connor
Secretary, pro tem