

Vermont GFOA
Board Meeting
Via Conference Call
May 15, 2013

Present: Cheryl Lindberg, Lauren Morrissette, Bill Hall, Cynthia Gibbs, Nancy Parsons, Jeff Mobus, John O'Connor

Regrets: Carolyn Gauthier, Shelley Quinn, Deb Beckett

The meeting was called to order at 1:02 pm.

1) Changes to Agenda

There were no changes to the agenda.

2) Minutes

A motion was made by Bill Hall and seconded by Cynthia Gibbs to approve the minutes of 4-24-13. Cheryl Lindberg suggested a wording correction to the President's report. With that correction the minutes were approved unanimously.

3) President's Report

President Cheryl Lindberg reported that everything was in order for the Annual Meeting although no food has yet been selected. The brochure and mailing with the form have gone out. There was an error on the original letter but that has been corrected. The error was the year of the New England Conference. Cheryl Lindberg reminded board members that each would have a role to play at Annual Meeting. Cheryl will prepare the agenda, Lauren Morrissette the minutes of the previous Annual Meeting, Carolyn Gauthier the Financial Report and the Budget, and John O'Connor should give a legislative update. The membership brochure needs a correction and Cheryl will ask Theresa from VLCT to do that. Lindberg would like information on the scholarship's put on the website. There was discussion of where that should go on the website. It was decided that it could go on the events page and also near the GFOA Scholarship Opportunities link. Cheryl asked if all board members present would be at the Annual Meeting. All present affirmed that they would be. Scholarship applications will be available at Annual Meeting and thereafter on the website. We are hoping to take some fresh photos at Annual Meeting for posting on the website. John O'Connor stated that he had performed a survey of board members to see if they would serve another year. Nancy Parsons was not sure. Deb Beckett and Carolyn Gauthier said that they would be resigning at the end of this year. There are two confirmed openings on the board. We will need to name a new treasurer at the board meeting following the Annual Meeting.

4) Treasurers Report

Carolyn Gauthier was absent but she had sent out the financials prior to the meeting. There were no new invoices to pay and there was no change in the financials since the last meeting. Bill Hall made a motion to approve the financial report and Lauren Morrissette seconded the motion. All voted in favor.

5) Policy Review

Jeff Mobus had reviewed the Internal Control Policy and stated that he felt that reconciling of dues receipts with membership information from VLCT should appear under revenues. There was discussion in which it was felt this reconciliation should appear in all three categories. Revenues, Expenditures and Reporting and Auditing. Alternatively it was suggested there could be a category D) Reconciliation under which membership lists and

dues and payments to New England organization would appear. Mobus will update this policy for us for our next meeting. It will state that it was updated in May of 2013.

6) Membership committee

Cheryl Lindberg reported that she had suggested changes to Shelley Quinn's draft letter to new treasurers. The changes were a matter of formatting and putting the letter on our letterhead. She also suggested that individuals respond to VLC T with their membership applications. The letter has not yet been completed. It should go to the VLC T to be mailed out. Lindberg said she would give a copy to Jeff and that she would help him apply our logo to it.

7) Legislative committee

John O'Connor reported the following items

- education property tax base for nonresidents increased by six cents to \$1.44. Residential property tax increased by \$.05 to \$0.94.
- Towns did well with highway aid. There were some cuts in bridge grants and highway assistance.
- A local option tax is now available to all towns instead of just those affected by Act 60.
- The homestead declaration deadline was moved from September 1 to October 15.

There was discussion of the school tax threshold penalty being lowered so that more municipalities will have to pay the penalty in the next budget cycle. This is for budgets after July 1. Cheryl suggested that John compare his lists with those of Karen Horn of the VLC T and have information for the Annual Meeting.

8) Education Committee

Bill Hall reported that the mailing was out for the Annual Meeting. He said that we had reached out to the CPA's with invitations. Cheryl will put the information on the listserv although no attachments can go with it.

9) VT Hosting

Bill Hall sent out the New England states annual conference timeline. We are behind in some items and ahead in others. Generally we are on schedule. The entertainment has been taken care of. Monday will be Marco the Magician and Tuesday will be the Logger. And it is time to reach out to local businesses for items for the attendee gift bags. Board members should be thinking of businesses that we can be contacted for samples. We also need to schedule a date to sit down with Equinox personnel and go through the schedule.

The next meeting of the Board will be on June 11 at 1:30 pm following the Annual Meeting. The meeting was adjourned at 1:53 pm.

Respectfully Submitted,
Lauren Morriveau
Secretary