

VTGFOA Board Meeting  
October 20, 2015  
Holiday Inn, Rutland, VT

Present: Sarah Duffy, Cheryl A. Lindberg, John O'Connor, William Hall, Robert Giroux, Chad Hewitt, Wendy Wilton, Shelley Quinn, Cynthia Gibbs and RaMona Sheppard

Regrets: None

The meeting was called to order at 1:02 p.m. by President Sarah Duffy. Agenda reviewed and approved.

Minutes of 9/16/15: Moved and seconded to approve the minutes of 8/19/15. A couple of minor changes were made adding "Municipal" to Vermont Bond Bank and putting in an amount where XXX's were in the Treasurer's report. The motion passed unanimously.

President's Report: Sarah welcomed our two, new Board members – RaMona and Bob. Next Sarah noted the need for a 2<sup>nd</sup> Vice-President, since she moved out of that position to become President and no one had been voted into it. Since only municipal officials can hold an officer position, three members were eligible. It was moved and seconded to appoint Cynthia Gibbs as 2<sup>nd</sup> VP. The motion was approved unanimously.

Next Vermont needs to appoint a VTGFOA member to the NESGFOA Board. Of the Board members available, RaMona agreed to serve. A motion was made and seconded to appoint RaMona as a Vermont representative to the NESGFOA Board. The motion passed unanimously.

The administrative contract that VTGFOA has with VLCT was next. Sarah had distributed the proposed contract ahead of the meeting. She mentioned that there were no changes recommended by VLCT in text or pricing. Later in the meeting a question arose about having several email distributions done and the Board was concerned that our contract wouldn't provide for them, since it refers to only three. Sarah will follow up with VLCT to determine if that is a limitation. After discussion a motion was made to authorize Sarah to sign the VLCT agreement for 2016. The motion was seconded and approved unanimously.

A discussion regarding GFOA scholarships was the next item on the agenda. GFOA would like help promoting their scholarships. It was agreed that VTGFOA would request VLCT to send out the information to our membership. Sarah will create the information to distribute and ask VLCT to email it out.

The Scholarship Policy was next on the agenda. Sarah had redrafted the policy from the last meeting. The draft was reviewed and the following changes proposed: Preference will be given to first-time attendees will be moved to the ranking section. Eligible expenses will include the night before, if it is a morning workshop. "One award per **municipality** vs jurisdiction". The application period.....will **close** (not open) at least one month....". III. COMMENTS – should go to the beginning of the document; not be at the end. Good discussion from the Board and Sarah will incorporate the changes and bring a final draft document to the next meeting.

Treasurer's Report: Treasurer John O'Connor presented our 9/30/15 financial reports. VTGFOA has \$13,943.97 in cash and receivables of \$0.00. There is \$0.00 in liabilities, with \$ 11,613.96 in unassigned fund

balance and \$ 2,330.01 in assigned fund balances for scholarships. Total Assets and Total Liabilities & Equity are \$13,943.97. As of 9/30/15 there was Income of \$4,496.12 with 79 member at \$30 and 29 members at \$20. Expenses are \$1,233.35, leaving a surplus of \$3,262.77. There were no questions on the reports. A motion was made and seconded to approve the Treasurer's report as presented. The motion passed unanimously.

John requested the Board's approval to pay the invoice for The Holiday Inn for today's workshop. A motion was made to approve a payment of \$1,326.75. The motion was seconded and approved unanimously.

Education Committee: Cheryl asked for a brief recap of today's workshop. There ended up being 33 registrations and 3 walk-ins. The number given to the Holiday Inn for food was 38. People seemed pleased with the content and Bill will review the evaluations for future topics for our upcoming workshops.

Membership Committee: Nothing reported.

Legislative Committee: Nothing reported.

Other Business: Committees were established as follows: Education Committee: Bill, Sarah and Bob; Membership Committee: Shelley and Cynthia; Legislative Committee: Wendy and Mona.

Next meeting date/time: **November 18<sup>th</sup> via conference call at 1:30 pm**

Motion was made and seconded to adjourn. All voted in favor. The meeting adjourned at 2:04 pm.

Respectfully Submitted,

Cheryl A. Lindberg