



VTGFOA Board Meeting September 16, 2020, 1:30 p.m. Minutes

Present: Abbie Sherman, Cheryl Lindberg, William Kriewald, Dawn Monahan, Casey Rowell, Michael Gaughan, Thomas Galinat (exited at 2:00)

Regrets: Suzanne Lowensohn

1. Call to Order / Changes to Agenda: Abbie Sherman called the meeting to order at 1:33 p.m.
The only change to the agenda is that we need to move Education Committee discussion to Item #3 because Tom needs to exit early and should be here for that part.

2. Approval of Minutes: August 26, 2020

Upon motion by Cheryl, seconded by Will, the Board voted to approve the August 26, 2020 meeting minutes, as written.

3. Education Committee Report:

Tom spoke with Geoffrey German at Community Bank – who wants to team up with VTGFOA, either being a financial sponsor or maybe pay for a speaker at one of our events. They also talked about a Lending 101 course for municipal officers. One of their employees would be willing to lead that class. We talked about a training on bonds and other financial solutions. Tom said they basically want to know if we want a future partnership, not necessarily for this workshop. Abbie feels that we should bring in other Banks as well, not just one Bank. Will said he would like to maybe see them sponsor a speaker because then it would be less sales pitch oriented. Abbie said that the winter workshop might be the appropriate time to coordinate something. Tom will reach back out to Geoffrey.

- a. October 27 Webinar
 - i. Presenters – All presenters are confirmed (3 panelists and Cassandra Ryan)
 - ii. Cost to Attend: \$20 members \$30 for non-members
 - iii. Promotion of Webinar – Group agreed that physical mailings are not effective right now, email only

There was discussion about what is needed to finalize the webinar, which included:

- Calculation of CPE (include in the email to members)
- Once we have the Zoom account, someone will need to set up the webinar.
- Presenter Bios 1 week in advance
- Presenter PowerPoint Presentations/materials 1 week in advance

-Request registration list from VLCT the Friday prior to the Workshop – unless there is a way to pull this from Zoom

Education Committee should connect in the next couple of days. Webinar announcement needs to go out around October 1.

4. Treasurer's Report – There was some discussion about membership renewals and deposits being delayed from getting to the Treasurer. There are concerns about the lack of response from VLCT on inquiries.
 - a. End of FY'20 Financials
 - b. July 2020 and August 2020 Financials

Upon motion by Casey, seconded by Cheryl, the Board voted to approve the year-end June 2020, July 2020, and August 2020 financials, as presented.

5. President's Report

- a. Status of Projects/Tasks for Upcoming Year
 - i. Webinar Platform – Cheryl feels that Zoom is the way to go and we should just purchase it and get started. There was discussion about the pricing and plans. We can go with the Pro Plan, which covers 100 participants.

Upon motion by Cheryl, seconded by Will, the Board voted to purchase Zoom for the webinar platform at the \$149.90 level plus tax. Cheryl is going to complete the purchase.

- ii. Government Accounting Courses and the Scholarship Policy – move to next meeting due to time
- iii. VLCT Contract – We are looking to discontinue using their services in January and become more independent. Abbie set up a VTGFOA email account for questions/inquiries. We are also looking at opening a P.O. Box in Montpelier and the Treasurer would track and deposit incoming checks. There has been issues with membership list. Abbie has created a membership renewal form for the website but has not made it live yet. There was some discussion about the ability to renew and pay online, or automatically generate invoices. We will continue to take steps to eliminate the need for the contract. Abbie is planning to touch base with VLCT about the issues we have been having.

Upon motion by Cheryl, seconded by Will, the Board voted to authorize Dawn to open a P.O. Box in Montpelier and pay the fee.

Cheryl suggested we talk about the existing laptop because Abbie said it is super slow and obsolete. There are a lot of files on there, which is bogging it down tremendously. Abbie said we should look at putting all our documents into some sort of Cloud storage rather than on a PC. Dawn also has a bunch of documents from the previous Treasurer that would also be good to scan.

6. Membership Committee Report - this topic was covered earlier
7. Legislative Committee Report - not much going on other than the budget
8. Other Business
 - a. NESGFOA Annual Meeting – Notice of virtual meeting came out (October 5) and we put it in our newsletter.
9. Adjourn

Upon motion by Casey, seconded by Dawn, the Board voted to adjourn the meeting at 2:43 P.M.

Respectfully submitted by: _____
Casey Rowell, Secretary