



VTGFOA Board Meeting

January 4, 2023

Minutes

Members Present: Cheryl Lindberg, Jess Morris, Angela Aldieri, Jennifer Silpe-Katz, Martha Machar, Michael Gaughan, Anthony Delmonaco, Shirley Goodell-Lackey

Members Absent: Nick Foss

Others Present: none

1. Call to Order

- Angela Aldieri, President, called the meeting to order at 12:03pm.
- Agenda review, add expense for biennial report filing fee for updating officers. Cheryl Lindberg motioned to add the biennial report filing fee under item 3d, seconded by Shirley Goodell-Lackey. The board approved the motion.

2. Approval of December 7, 2022 Minutes

- Cheryl Lindberg motioned to approve the December 7, 2022 minutes, seconded by Jennifer Silpe-Katz. Shirley Goodell-Lackey abstained. The board approved the motion.

3. Treasurer's Update

a. Financials

- Cheryl Lindberg stated there is a balance of \$9,771.24 in the checking account after one deposit in December and payment of invoices approved at the last meeting. We are awaiting remaining workshop payments; Shirley will be going to PO Box to get mail. Shirley Goodell-Lackey motioned to approve the financials as presented, seconded by Anthony Delmonaco. The board approved the motion.

b. Certificate of Deposit Reinvestment

- Cheryl Lindberg stated that the CD has a \$5,009.38, accruing \$0.62 interest.
- Cheryl Lindberg asked the bank about reinvest sooner and the bank will allow us to reinvest in a higher yield CD. There is a 6-month CD available at 3.5%. Shirley Goodell-Lackey motioned to allow the Treasurer to reinvest the existing CD for 6 months at 3.5%, or the best rate available, seconded by Jess Morris. The board approved the motion.

c. Debit Card

- Cheryl Lindberg stated that a debit card can be issued to signers or someone else with approval. There can be restrictions on debit card; lower limit, do not allow ATM withdrawals. It was discussed that the debit card could be used for Zoom renewal and PO Box renewal. Shirley Goodell-Lackey motioned to authorize the issuance of one debit card to the VTGFOA president for use on VTGFOA expenses, seconded by Martha Machar. The board approved the motion.

d. Expenses

- i. PO Box renewal
- Angela Aldieri stated that the PO Box renewal is \$182 for the year.
 - ii. Domain Name renewal – 5 year

- There was discussion about how renewal came through, possibly a scam.
- Jennifer Silpe-Katz has the MailChimp login. Angela Aldieri will look into the account to see how it is set up.
- Angela Aldieri stated that she hasn't received an email stating that the domain is expiring, but looks like it was renewed last January for 1 year. Cheryl Lindberg will find the invoice she referenced in a previous email to confirm if/what is due.
 - iii. NESGFOA membership payment
- Cheryl Lindberg described how the membership amount is calculated. We pay based on actual and reconcile memberships by end of fiscal year. We received a \$1,200 invoice; Cheryl Lindberg stated that with 63 members @ \$15/ea. we would need to pay \$945 and send with membership list to reconcile the payment amount.
- Angela Aldieri summarized that we need to approve \$182 for the PO Box renewal, \$945 for NESGFOA membership and \$25 for Secretary of State registered agent change fee. Shirley Goodell-Lackey motioned to approve the payments as presented, Michael Gaughan seconded. The board approved the motion.
- Angela Aldieri stated that she will send an email for domain registration renewal if payment is needed before the next meeting.

4. Education Committee Report

a. 2023 Winter Workshop Planning

- Michael Gaughan recapped that when the board met before the holidays, we decided on 2/16 noon-2pm for the next workshop. The topics will be 1. treasury management/investments and 2. synthesizing data in understandable ways for budget presentation.
- Michael Gaughan stated that for the first topic he reached out to Nick Foss as Nick is currently working through this process, and reached out to Karissa McDonough with Community Bank Wealth Management. It was decided to reach out to one more bank (M&T) as another potential presenter.
- Michael Gaughan suggested we could reach out to a member community who has done a good job with their budget presentation. Angela Aldieri stated that she reached out to Coralee Holm as a potential presenter on how to engage with the public.
- Jennifer Silpe-Katz prepared the last newsletter, but Abbie Sherman distributed. Angela Aldieri will follow up with Abbie Sherman on how to distribute newsletter.
- Angela Aldieri reached out to VMCTA but hasn't heard back on anything that they want to include in the newsletter.
- Jennifer Silpe-Katz will include links for other topics, and asked that members send her links as we come across information that we've found helpful.
- Michael Gaughan offered to figure out how to set up Weebly form on website for workshop registration.
- Michael stated website has been updated with all information to date.
 - i. Registration and Payment Tracking
- Angela Aldieri will take care of tracking if Michael can direct the registrations to her.

5. Membership Committee Report

- Martha Machar stated that she is still going through the spreadsheet to compare names to each town's website. She hopes to have information for the next newsletter to send to those additional email addresses. Shirley Goodell-Lackey offered to touch base with Martha to see how she can help.
- Jennifer Silpe-Katz stated that she will add information to the newsletter on membership and ask members to share newsletter with others. Newsletters are quarterly, and the board agreed it makes sense to send them out before workshops to use as a tool for membership outreach.
- Martha Machar suggested that we send out info in the next newsletter with reminder of July renewal.
- Angela Aldieri asked for a list of existing membership to use for the workshop registration process.

6. Audit Committee Report

- Shirley Goodell-Lackey stated that the committee needs to make time for the committee members to get together.
- Angela Aldieri stated that she will pull this item from the agenda until the committee has an update to provide.
- There was some discussion on potential meeting locations. The date and time will be coordinated among the committee members.

7. Other Business

a. 2025 NESGFOA Fall Conference Update

- Angela Aldieri shared the update that Abbie provided – Bill Fazioli has reached out to Jay Peak to prepare a contract for 9/14-9/17/25 with rooms available 2 days prior and following. They will be holding off on contacting locations not selected until contract in place with Jay Peak.

b. January Newsletter

- Covered under previous items. Michael Gaughan posted a description of Bond Bank event in the chat to be included in the newsletter.

8. Adjourn

- Michael Gaughan made the motion to adjourn, seconded by Anthony Delmonaco. The board approved the motion, and the meeting was adjourned at 12:53pm.

Minutes Respectfully submitted by:
Jess Morris, Secretary