



VTGFOA Board Meeting

June 5, 2024

Minutes

Members Present: Angela Aldieri, Jess Morris, Cheryl Lindberg, Elizabeth King, Betty Jean Bogue, Shirley Goodell-Lackey, Jennifer Silpe-Katz, Martha Machar

Members Absent: none

Others Present: none

1. Call to Order/Review of Agenda
 - Angela Aldieri, President, called the meeting to order at 12:00pm.
 - Angela Aldieri stated that an item will be added to the Treasurer's Update for expense approval of \$13.60 for stamps.
2. Approval of May 1, 2024 Minutes
 - Cheryl Lindberg motioned to approve the May 1, 2024 minutes, seconded by Betty Jean Bogue. The board approved the motion.
3. Treasurer's Update
 - a. Financials
 - Cheryl Lindberg referred members to the information emailed and stated that the scholarship balance needs to be reduced. She will adjust this on the financials; this will increase the surplus and reduce the assigned fund balance.
 - Shirley Goodell-Lackey motioned to approve the May financials as presented, seconded by Jennifer Silpe-Katz. The board approved the motion.
 - b. Expense Approval – NESGFOA Remaining Dues – Estimated \$120.00
 - Angela Aldieri reviewed financials based on all paid dues to determine the balance owed to NESGFOA.
 - Betty-Jean Bogue motioned to approve payment of the NESGFOA remaining dues in the amount of \$120.00, seconded by Shirley Goodell-Lackey. The board approved the motion.
 - c. Expense Approval – Food Fees Franklin Events Center - \$37.08 per Registrant as of 6/19
 - Angela Aldieri spoke about the contract agreement; there is no fee or deposit on space rental but will pay for food in advance.
 - Betty-Jean Bogue motioned to approve payment of \$37.08 per registrant and presenter for food to the Franklin Events Center, seconded by Cheryl Lindberg. The board approved the motion.
 - d. Expense Approval – Book of Stamps
 - Cheryl Lindberg referenced the email to members regarding the need for purchase of a book of stamps.
 - Shirley Goodell-Lackey motioned to approve the purchase of a book of stamps, seconded by Elizabeth King. The board approved the motion.
 - e. Draft FY2025 Budget
 - Cheryl Lindberg referred members to the information emailed and shared that the board approves the recommended budget that will be presented at the annual meeting.

- There was discussion about the \$20 adjustment that was discussed at the last meeting. It was decided that the interest revenue will be reduced back down, and to make a reduction of \$20 in the marketing newsletter & office supplies to cover the increase in Vermont filing fees.
 - There was some discussion about technology for laptop purchase. Angela Aldieri will look into pricing and bring back to the board at a future meeting.
 - There was discussion about using unassigned fund balance, or savings in another budget line to coverage overage in technology if the laptop purchase is more than budgeted.
 - Cheryl Lindberg stated that technology is for the website fee and Zoom license.
 - Martha Machar motioned to approve the draft FY2025 budget as amended, seconded by Jess Morris. The board approved the motion.
4. Education Committee
- a. 2024 Annual Meeting and Summer Workshop
 - Angela Aldieri stated that CLA has confirmed and will be presenting on MDA, and waived their fees for this presentation.
 - Angela Aldieri stated that Lisa Parker reached out to inquire about the number of attendees, and asked if she could present virtually. The board was in agreement to allow a virtual presentation.
 - i. Draft Annual Meeting Presentation
 - Angela Aldieri referred members to the presentation that was emailed. She will update with May financials and FY25 budget as discussed.
 - Shirley Goodell-Lackey stated that she will have draft audits prepared, hopefully by early next week.
 - There was discussion about adjusting the spring scholarships for one that was awarded but did not attend.
 - Shirley Goodell-Lackey suggested asking members what they need for education when presenting that slide.
 - Angela Aldieri stated that the topic suggestion section on website can be added to the next newsletter.
 - Cheryl Lindberg suggested connecting with Shane Cavanaugh at GFOA – could he Zoom and present on financial reporting in the future? Cheryl will connect with Shane.
 - There was discussion about directing members to GFOA, and the pros/cons of having them present at a VTGFOA workshop vs referring members directly to GFOA's trainings.
 - Let Angela know if there is any other information that should be included in the presentation slides.
 - Cheryl Lindberg suggested adding a slide for 2025 NESGFOA conference.
 - Jennifer Silpe-Katz stated that she will prepare a newsletter later this week.
5. Membership Committee
- Martha Machar stated that there is no plan for new membership work right now, but suggested printing some copies of the membership newsletter to be available at the workshop so people can bring it back to their offices.
 - Jess Morris stated that she plans to connect with Heather Bushey at VASBO and send the next newsletter and link to registration to be distributed to the VASBO membership.
 - Cheryl Lindberg will see if a reminder can be pushed out through clerk/treasurer listserv as well.
6. Audit Committee
- Angela Aldieri stated that Shirley already mentioned she will have audits complete prior to the annual meeting.
7. Other Business
- a. NESGFOA 2025 Fall Conference Update
 - Angela Aldieri stated that Abbie Sherman emailed to let her know that 2-\$400 scholarships will be available with an application deadline of July 1st; these are for the leadership institute or fall conference. A draft budget has been created and will be reviewed by committees and presented at November meeting; this information will also be presented on the 26th at the VTGFOA workshop and annual meeting.

b. Organizational Meeting

- Angela Aldieri spoke about the timing of holding the organizational meeting after the annual meeting.
- Let Angela know if you wish to continue or would like to take on a role on the board, or if you know of anyone willing to serve who is not currently on the board.
- Martha Machar suggested updating the membership brochure. If someone wants to take a stab, feel free.
- Shirley Goodell-Lackey spoke about new or replacement members and suggested we send information to Martha to be included in spreadsheet if we are aware of any changes.

8. Adjourn

- Martha Machar motioned to adjourn, seconded by Shirley Goodell-Lackey. The board approved the motion, and the meeting was adjourned at 12:51pm.

Minutes Respectfully submitted by:

Jess Morris, Secretary