



# VTGFOA Board Meeting

## July 12, 2023

### Minutes

Members Present: Jess Morris, Angela Aldieri, Shirley Goodell-Lackey, Martha Machar, Elizabeth King, Anthony Delmonaco, Jennifer Silpe-Katz

Members Absent: Cheryl Lindberg

Others Present: none

1. Call to Order
  - Angela Aldieri, President, called the meeting to order at 12:01pm.
2. Approval of June 7, 2023 Minutes
  - Shirley Goodell-Lackey motioned to approve the June 7, 2023 minutes, seconded by Elizabeth King. The board approved the motion.
3. Review of June 22, 2023 Annual Meeting Minutes (to be approved at 2024 Annual Meeting)
  - No changes or edits recommended by the board.
4. Election of Officers
  - a. President – Angela Aldieri
  - b. 1<sup>st</sup> Vice President – Jennifer Silpe-Katz
  - c. 2<sup>nd</sup> Vice President - vacant
  - d. Treasurer – Cheryl Lindberg
  - e. Secretary – Jess Morris
  - Elizabeth King motioned to approve the existing officers and leave the 2<sup>nd</sup> Vice President vacant until a future meeting, seconded by Shirley Goodell-Lackey. The board approved the motion.
5. Election of NESGFOA (3) and GFOA (1) Representatives
  - Angela Aldieri stated that Cheryl Lindberg currently serves on the NESGFOA board. Michael Gaughan, Angela Aldieri and Abbie Sherman are current representatives on NESGFOA. Do not need to be board member on VTGFOA to serve.
  - Angela Aldieri stated that GFOA's recommendation is that the President is the representative for that board.
  - Jennifer Silpe-Katz motioned to appoint the existing NESGFOA representatives and appoint Angela Aldieri as the GFOA representative, seconded by Shirley Goodell-Lackey. The board approved the motion.
6. Treasurer's Update
  - a. Financials
    - Martha Machar motioned to approve the financials as presented, seconded by Jennifer Silpe-Katz. The board approved the motion.
7. Education Committee Report

- a. 2023 Summer Workshop/Annual Meeting Feedback
  - Angela Aldieri referred members to the information email previously. There was good feedback on the space. There were 23 registered with only 2 registrations remaining unpaid. The only feedback was that it was good and not enough time for Lisa Parker.
- b. 2023 Winter Workshop
  - Angela Aldieri reminded member that the winter workshop is tentatively scheduled for November 14<sup>th</sup> in Rutland. Elizabeth King is working on locating space. The board needs to schedule topics and speakers. There were a few submissions through web portal including benefits management.
  - There was discussion on the benefits management topic, how it relates to payroll, ACA reporting, an annual checklist for payroll tasks, and unemployment insurance for terminated employees.
  - Angela Aldieri suggested that the entire workshop be around payroll and benefits.
- 8. Membership Committee Report
  - Angela Aldieri stated that current members are Shirley Goodell-Lackey, Cheryl Lindberg and Martha Machar.
  - Martha Machar stated that the next step will be to send an email to current and prospective members. Angela Aldieri will pull info from old computer for Martha Machar.
- 9. Audit Committee Report
  - Shirley Goodell-Lackey stated that she has 2022 to complete and will connect with Cheryl. She will do 2023 after that.
- 10. Scholarship Committee
  - a. 2023 NESGFOA Fall Conference Scholarship
    - Angela Aldieri stated that there is no current committee; the board will need to make decision on fall conference scholarship in August.
    - Looking for amounts – 2 tier, prior attendees and first-time attendees
    - Elizabeth King asked if we could do simple version like NH and ME do; Angela Aldieri will bring up at future meeting for 2024 conference in CT, but it is too late to do for this year.
    - Shirley Goodell-Lackey, Anthony Delmonaco and Angela Aldieri volunteered for the scholarship committee.
    - Angela Aldieri will include scholarship application in the July newsletter. The scholarship amounts as discussed and agreed by the board will be registration fee if applicant has attended before, and up to \$500 for first time attendees. The motion to officially approve this will be done at the August meeting.
- 11. Other Business
  - a. 2025 NESGFOA Fall Conference Update
    - No update from Abbie Sherman.
  - b. July Newsletter
    - i. Membership Renewal
      - Angela Aldieri stated that a membership renewal update and scholarship information will be the focus of the next newsletter.
      - There was discussion about including some information and links to resources for the storm event and expense tracking for FEMA reimbursement. Jennifer Silpe-Katz will include links and brief descriptions in the newsletter.
      - The board agreed to also mention the fall workshop in November 2023.
      - Shirley Goodell-Lackey asked if reminder invoices are sent to those who didn't pay workshop fees. Angela Aldieri stated that she can do this now with the way registrations and payments are being tracked.
        - Elizabeth King asked about the process for confirming space for the fall workshop. Angela Aldieri will send her guidelines in an email but noted that this must be presented at the next meeting for board approval before entering into a financial obligation.

## 12. Adjourn

- Jennifer Silpe-Katz made the motion to adjourn, seconded by Martha Machar. The board approved the motion, and the meeting was adjourned at 12:36pm.

Minutes Respectfully submitted by:  
Jess Morris, Secretary