



# VTGFOA Board Meeting

## August 2, 2023

### Minutes

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

Members Absent: none

Others Present: none

1. Call to Order/Review of Agenda
  - Angela Aldieri, President, called the meeting to order at 12:00pm.
2. Approval of July 12, 2023 Minutes
  - Shirley Goodell-Lackey motioned to approve the July 12, 2023 minutes, seconded by Elizabeth King. The board approved the motion.
3. Election of Officers
  - a. 2<sup>nd</sup> Vice President
    - Angela Aldieri stated all other officers were appointed last month but the 2<sup>nd</sup> Vice President position is still vacant.
    - There was some discussion about the duties of the role and Shirley Goodell-Lackey volunteered.
    - Cheryl Lindberg motioned to nominate Shirley Goodell-Lackey as the 2<sup>nd</sup> Vice President, seconded by Elizabeth King. The board approved the motion.
4. Treasurer's Update
  - a. Financials
    - Cheryl Lindberg stated that she needs to restate June financials. She referred members to the information that was emailed and asked that everyone look at numbers to move figures from June to July to verify accuracy.
    - Cheryl Lindberg recommended that we think about our undesignated fund balance and policy, and move more money into another CD to earn interest.
    - There was some discussion on access to the post office. Shirley Goodell-Lackey will call to get information.
  - b. Certificate of Deposit
    - Cheryl Lindberg spoke about the renewal process for the CD. The current APY is 4.0% and the rate is 3.922% for 6 months and matures on 1/5/24.
    - Angela Aldieri stated she will include the renewal on the agenda prior to the renewal date.
    - Martha Machar motioned to authorize reinvestment into a CD for 6 months, seconded by Jess Morris. The board approved the motion.
5. Education Committee Report
  - a. 2023 Fall Workshop

- Angela Aldieri stated that no progress has been made on ed committee work. Based on discussion at the last meeting, the next workshop will focus on financials around human resources.
- Shirley Goodell-Lackey will reach out Jill at VLCT and Sally at H&B by end of week.
- There was discussion about the new I9 form; no longer allowed to do remote verification and must be reviewed in person.
- There was discussion on other potential topics; job descriptions, personnel policies, compensation plans.
- Elizabeth King stated that The Hub Spot was out of price range but Vermont Bond Bank has offered sponsorship. It is \$400 for Franklin Event Space in Rutland Howe Center Business Park, includes technology. Will send email with details of both. This will be included in the packet for the next meeting.

#### 6. Membership Committee Report

- Angela Aldieri reminded members if they haven't renewed, please do so.
- There was some discussion about updating the registration form to include multiple members from a community.
- Martha Machar stated she had no update, but will be looking at information Angela Aldieri sent.
- Angela Aldieri stated there have been 31 applications through website, and a total of 38 processed not counting those mailed directly.
- Jennifer Silpe-Katz offered to send a save the date with membership renewal in a newsletter.

#### 7. Audit Committee Report

- Shirley Goodell-Lackey stated there is no update on audit committee. She will connect with Cheryl Lindberg when she returns from vacation.

#### 8. Scholarship Committee

##### a. 2023 NESGFOA Fall Conference Scholarship

- Angela Aldieri stated there was one scholarship application which the committee met yesterday to review. It is for a first time attendee, and the committee recommends awarding a \$500 scholarship. Cheryl Lindberg motioned to award the \$500 scholarship, seconded by Jennifer Silpe-Katz. The board approved the motion.

##### b. CPFO Application and Evaluation

- Angela Aldieri state that she would like to establish a committee to review applications and make recommendations to the full board in January.
- Anthony Delmonaco volunteered for committee, as well as Angela Aldieri and Shirley Goodell-Lackey. They will meet and come up with criteria for October meeting. The board will plan to post in November and advertise to membership. Angela Aldieri will send info from GFOA to the committee.

#### 9. Other Business

##### a. 2025 NESGFOA Fall Conference Update

- No update from Abbie Sherman.

##### b. Website Maintenance

- Angela Aldieri stated that it was pointed out at the June meeting that the website was out of date.
- Jess Morris volunteered to make website updates.

##### c. Policy Review

- Angela Aldieri referred members to the link she sent to the website with the meeting packet. If there is anything in the documents members would like to discuss, it will be on next meeting agenda. We are required to review the ethics policy at a board meeting. Policies should reflect how operations actually are.

- Angela Aldieri stated that Suzanne from UVM emailed asking her to teach a class this fall, and she is looking for someone who can fill the role. This is for a course for freshman for Financial Accounting. Send Angela names if you know of anyone. The course is on Monday and Wednesday mornings for fall semester.
- Elizabeth King stated that she is trying to figure out vision/goals for the organization and asked if we have a vision statement or goals. Angela Aldieri referenced the by-laws for her to review.

10. Adjourn

- Elizabeth King made the motion to adjourn, seconded by Cheryl Lindberg. The board approved the motion, and the meeting was adjourned at 12:45pm.

Minutes Respectfully submitted by:  
Jess Morris, Secretary