



# VTGFOA Board Meeting

## August 3, 2022

### Minutes

Present: Abbie Sherman, Cheryl Lindberg, Jess Morris, Angela Aldieri, Nick Foss, Shirley Goodell-Lackey, Jennifer Silpe-Katz, Michael Gaughan

1. Call to Order
  - Abbie Sherman, President, called the meeting to order at 12:03pm.
2. Approval of July 11, 2022 Minutes
  - Cheryl suggested grammar edit and formatting changes.
  - Nick Foss motioned to approve the July 11, 2022 minutes, seconded by Cheryl Lindberg. The board approved the motion.
3. Treasurer's Update
  - a. Financials
    - Cheryl Lindberg gave a brief overview of the financial reports. The \$15 receivable is either membership or workshop; everything else was paid that was due before the end of the year.
    - Cheryl Lindberg noted that we have 33 government memberships and 1 non-government. We budgeted for 80 and 15 respectively.
    - Abbie Sherman received an invoice from GASB for Lisa Parker's mileage and tolls totaling \$208.
    - Angela Aldieri motioned to approve the financials as presented, seconded by Jess Morris. The board approved the motion.
    - Cheryl Lindberg motioned to approve payment of the GASB invoice for Lisa Parker's expenses in June, seconded by Jennifer Silpe-Katz. The board approved the motion.
4. President's Report
  - a. Administrative Task Assignments: Looking for volunteers to assist or completely take on the following tasks:
    - i. Website Maintenance: We use Weebly as our website platform. Maintenance includes: adding job postings; adding upcoming workshops, conferences, trainings; updating and posting website documents such as the membership brochure and policies; adding meeting minutes (hasn't been done since April 2021).
    - ii. Newsletter Development & Distribution: We use Mailchimp to send out our Newsletters. We shoot for quarterly and/or coincide with upcoming workshops. Tasks includes comparing and updating mailing list to the membership list; creating content and sending out to membership; linking most recent newsletter on website.
  - b. Review VTGFOA Policies: For the September meeting, please review the VTGFOA policies and Bylaws online at: <https://www.vtgfoa.org/documents.html>. These need to be reviewed annually and revised if necessary. We will briefly cover each policy, but we will not take the time to read each during the meeting. Time covering these during our

September meeting should be used to answer any questions Board members have on the policies and make edits if necessary.

- Abbie Sherman stated that there is a resource guide available for the website maintenance.
- Michael Gaughan inquired about sources used for website posting information. One resource is the State Auditor's Office mailing list.
- Michael Gaughan volunteered to take on the website maintenance and will reach out to Abbie Sherman.
- Cheryl Lindberg pointed out that items outside of the normal postings should be brought to the board for review/approval before posting to the website.
- Jennifer volunteered to take on the newsletter development and distribution. Abbie Sherman will send her the information and logins/passwords.
- Abbie Sherman stated that there should be an annual review of policies and bylaws. We will start looking at these for the September meeting. The computer policy needs updating.
- Abbie Sherman stated that she will not be at the next meeting, but Angela Aldieri has offered to take over running that meeting.

#### 5. Scholarship Committee Report – 2022 NESGFOA Fall Conference Scholarships

- Angela Aldieri stated that the committee met on July 26<sup>th</sup> and reviewed 7 applications; 4 first time attendees and 3 who have attended previously. The registration fee is \$285. The committee discussed awarding additional funds over the \$200 minimum originally set by the board; they agreed to offer \$500 for first time attendees and \$285 for previous attendees. This would still leave \$2,855 in additional scholarship funds to be used for the spring conference.
- There was some discussion on what the process for notifying applicants would be. Angela Aldieri will reach out and have folks follow up with Cheryl Lindberg who will also provide a form for requesting reimbursement. The Towns will be reimbursed directly.
- Michael Gaughan motions to approve the recommendation of the scholarship committee, seconded by Nick Foss. The board approved the motion.

#### 6. Education Committee Report – 2022 Fall Workshop

- Angela Aldieri stated that there was no meeting of the committee. Potential topics were discussed at the last board meeting.
- Michael Gaughan suggested adding a topic about climate resilience and revisiting the FEMA presentation from the last in-person meeting, and have a roundtable to discuss how folks dealt with the unreimbursed expenses. He also suggested adding a topic about the \$42 million for municipal electrification and the eligible uses.
- There was some discussion on what the format of the topic could look like.
- There was discussion on setting a date and who sets the date (committee or board). The board makes suggestions; the committee decides on location and topics, then reports back to the board.
- Abbie Sherman shared that she received an email from a member interested in two topics being presented at NESGFOA fall conference who is unable to attend; succession planning and segregation of duties. Depending on the speakers' location and availability, we may be able to use the same speakers from the fall conference.
- Cheryl Lindberg suggested that we do a calendar check to determine available dates. November 1<sup>st</sup> and 3<sup>rd</sup> were available for the majority of board members.
- Angela Aldieri reminded everyone that the fall and spring conferences will be in-person and winter will be remote.
- There was some discussion regarding location. Abbie Sherman suggested checking into Best Western in Waterbury as prior conferences scheduled there had to be cancelled.
- Nick Foss asked if Burlington Country Club had ever been considered for a meeting location; he will reach out to find out about pricing, etc.

- Angela Aldieri reminded members that we need to keep rotating in-person conferences around the state.

7. Other Business

a. 2025 NESGFOA Fall Conference Update

- Abbie Sherman shared that members visited the Hilton Waterfront in Burlington; the Equinox and Jay Peak are also potential sites.

8. Adjourn

- Angela Aldieri made the motion, seconded by Cheryl Lindberg. The board approved the motion and the meeting was adjourned at 12:42pm.

Minutes Respectfully submitted by:  
Jess Morris, Secretary