



VTGFOA Board Meeting

July 14, 2021

Minutes

Present: Abbie Sherman, William Kriewald, Michael Gaughan, Cheryl Lindberg, Angela Aldieri, Courtney Bushey

1. Call to Order/Review of Agenda
 - Abbie Sherman, President, called the meeting to order at 12:06pm. There were no changes to the agenda.
2. Approval of Minutes
 - a. May 19, 2021 Regular Meeting
 - b. June 21, 2021 Organizational Meeting
 - Will Kriewald motioned for approval of the minutes as presented, seconded by Cheryl Lindberg. The board approved the motion.
3. Review of June 16, 2021 Annual Meeting Minutes
 - Discussion indicated that the minutes for the annual meeting accurately captured what occurred and no changes were proposed.
4. Potential Appointment of Board Members
 - Courtney Bushey the Assistant Finance Director of Essex Town and the Village of Essex Junction was present for potential appointment to the board. Motion by Michael Gaughan to appoint Courtney Bushey as a member of the board, seconded by Angela Aldieri. The board approved the motion.
5. Planning for Fall Workshop
 - Discussion regarding the fall workshop began with location. It was noted that historically workshops were rotated around the state to encourage participation from various geographic areas. Abbie Sherman suggested soliciting proposals from various groups. Motion by Will Kriewald to authorize Abbie Sherman to sign a contract for the fall venue with notification to Cheryl Lindberg to issue any deposit necessary as part of the contract, seconded by Michael Gaughan. The board approved the motion.

Discussion continued regarding the dates noting that it may depend on speaker and venue availability. It was noted that the Vermont League of Cities and Towns Town Fair will take place September 29 and 30th. Discussion of feasibility for mid-September through mid-November followed with board settling on the period November 1 to November 8 with the exception of November 2nd.

Topics for the workshop were discussed next. Cybersecurity, Fund Balance Policies, Comprehensive Annual Financial Reports, and a discussion-based networking on topics selected by attendees were ideas proposed by the board. Will Kriewald and Abbie Sherman will work on outreach to the Agency of Digital Services for a cybersecurity training. Michael Gaughan will reach out to Suzanne

Lowensohn as a possible speaker for the Fund Balance Policy topic. Courtney Bushey will talk to Sarah Macy as a possible speaker for the Comprehensive Annual Financial Report topic.

6. Treasurer's Update

a. Authorization of Account and Signers

- Cheryl Lindberg reported that she is now on the Community Bank account. The online banking information still needs to be obtained from the previous treasurer. It was discussed that a motion was not made to this effect; however, since neither previous signatory was on the board the change was a necessity and was supported by the bylaws. She noted a desire to move to Mascoma Bank for ease of access. Discussion followed regarding the bylaw requirements for second signatory on the bank accounts. It was noted that the mail was processed and approximately \$1600 was deposited in July. There was an issue found with some members paying a rate not associated with the category they belong to or not assigning membership to a specific person that will need to be addressed.
- Will Kriewald made the motion to open a depository account at Mascoma bank with the Secretary and Treasurer of the board as authorized signers, seconded by Michael Gaughan. The board approved the motion.

7. Other Business

a. Membership Renewal

- Abbie Sherman stated that a mass e-mail to previous members who have not yet renewed is in process.

b. NESGFOA Updates

- The fall conference will be held virtually on four Thursdays in September and October. The spring seminar will be in Massachusetts on March 31 and April 1 in 2022. A review of the Vermont conference results will be discussed by a committee next Wednesday. Cheryl Lindberg noted she would be interviewed and anticipates the NESGFOA will reach out to other board members at the time including Sarah Macy and William Hall. She stated she would keep the group informed. Discussion followed regarding scouting for the next Vermont conference location. The Killington visit needs to be rescheduled. Other potential venues include Jay Peak, Mount Snow, Okemo, Spruce Peak, and possibly the Equinox. Not all locations have responded.
- The issue with the VTGFOA federal identification number being listed as inactive has been resolved with the Secretary of States Office. The status is now listed as active.

8. Adjourn

- Will Kriewald moved that we adjourn the meeting, seconded by Cheryl Lindberg. The board approved the motion and the meeting was adjourned at 1:23pm.