



Florida Government Finance Officers Association, Inc.
Meeting of the Board of Directors
Friday, February 15, 2013

Breakfast 8:30 a.m.

Meeting 9:00 a.m.

Sittig Hall

Florida League of Cities
Tallahassee, FL

ATTENDANCE – FGFOA BOARD OF DIRECTORS MEETING

February 15, 2013

				<u>PRESENT</u>	<u>NOT PRESENT</u>
<u>OFFICERS</u>	1st Term	2nd Term	3rd Term		
Mary Anderson-Pickle	2006-2008	2008-2011	2012-2013	[]	[]
Diane Reichard	2005-2006	2006-2009	2011-2014	[]	[]
Mary-Lou Pickles	2008-2009	2009-2012	2012-2015	[]	[]
<u>DIRECTORS</u>					
Linda Howard	2010-2013			[]	[]
Sarah Koser	2009-2012	2012-2015		[]	[]
James Lewin	2011-2014			[]	[]
Kent Olson	2008-2010	2010-2013		[]	[]
Tim Pozza	2010-2011	2011-2014		[]	[]
Georgina Rodriguez	2009-2012	2012-2015		[]	[]
Ted Sauerbeck	2008-2011	2011-2014		[]	[]
Darrel Thomas	2012-2015			[]	[]
<u>COMMITTEE CHAIRS</u>					
Sondra D'Angelo, Certification				[]	[]
Karin Ashmore, Conference Program				[]	[]
Carol Himes, Conference Host				[]	[]
Pat White, Conference Host				[]	[]
David Keller, Legislative				[]	[]
Ann Marie Ricardi, 2013 SOGF				[]	[]
John McKinney, Small Government				[]	[]
Anne Fritz, Technical Resources				[]	[]
Steve Chapman, Webinar				[]	[]
<u>CHAPTER PRESIDENTS</u>					
Jamie Roberson, Central Florida				[]	[]
Elly Gumera, First Coast				[]	[]
Christine Trovato, Gulf Coast				[]	[]
Timothy Mechling, Heartland				[]	[]
Mike Fitzgerald, Hillsborough				[]	[]
Mary Ann Davis, Nature Coast				[]	[]
Shannon Ramsey-Chessman, Palm Beach				[]	[]
Bob Miller, Panhandle				[]	[]
Laura Aker Reece, South Florida				[]	[]
Cindy Emshoff, Southwest				[]	[]
Ingrid Gaskin-Friar, Space Coast				[]	[]
Karin Venema-Ashmore, Treasure Coast				[]	[]
John McKinney, Volusia/Flagler				[]	[]
<u>OTHERS IN ATTENDANCE</u>					
Jeannie Garner, Florida League of Cities				[]	[]
Penny Mitchell, Florida League of Cities				[]	[]

FGFOA BOARD OF DIRECTORS MEETING AGENDA

DATE/TIME: Friday, February 15, 2013
Breakfast – 8:30 a.m. - Meeting – 9:00 a.m.

LOCATION: Sittig Hall, Florida League of Cities, Tallahassee

Call to Order – Mary Anderson-Pickle, President

Roll Call

Approval of the Agenda

Consideration of Minutes – November 14, 2012

Report of Officers

1. President – Mary Anderson-Pickle

- A. Nominating Committee Update
- B. Legislative Visits Update
- C. 2012-2013 Strategic Planning Update

2. President-elect – Diane Reichard

- A. Chapter Presidents Conference Call
- B. 2013-2014 Committee Chair Appointments
- C. Nature Coast Chapter By-laws

3. Secretary/Treasurer – Mary-Lou Pickles

- A. Quarterly Financials as of December 31, 2012
- B. Investment Report as of December 31, 2012
- C. Check Register as of December 31, 2012
- D. Fee Analysis

4. Other Reports

- A. Student and Member Involvement Ad Hoc Committee Report – Sarah Koser
- B. 75th Year Celebration Ad Hoc Committee Report – Linda Davidson
- C. Tax-Exempt Municipal Bonds – Kent Olson

5. Executive Director Report

- A. FGFOA Laptop Purchase
- B. Cancellation Insurance for 2013 Annual Conference 2013 SOGF

Standing Committee Reports

- 6. Certification Committee, Chair – Sondra D’Angelo**
- 7. Conference Host, Co-Chairs – Carol Himes – Pat White**
- 8. Conference Program, Chair – Karin Venema-Ashmore**
- 9. Legislative, Chair – David Keller**
- 10. 2013 School of Governmental Finance, Chair – Ann Marie Ricardi**
- 11. Small Government, Chair – John McKinney**
- 12. Technical Resources, Chair – Anne Fritz**
- 13. Webinar, Chair – Steve Chapman**
- 14. Other Business**
- 15. Next Meeting – Friday, April 12, 2013, Orlando Florida League of
Cities Office**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC
BOARD OF DIRECTOR'S MEETING
November 14, 2012

The Board meeting of the FGFOA Board of Directors took place on Wednesday, November 14, 2012 at the Hyatt Regency, Sarasota, Florida.

OFFICERS AND BOARD MEMBERS

PRESENT

Mary Anderson-Pickle, President, City of Palm Beach Gardens
Diane Reichard, President-elect, City of Temple Terrace
Mary-Lou Pickles, Secretary/Treasurer, Saint Johns River Water Management District
Linda Howard, Director, Orlando Utilities Commission
Sarah Koser, Director, Citrus County Clerk of the Court
James Lewin, Director, Lee County
Kent Olson, Director, City of Tallahassee
Tim Pozza, Director, Okaloosa County – CCC
Georgina Rodriguez, Director, Town of Pembroke Park
Ted Sauerbeck, Director, Office of the Auditor General
Darrel Thomas, Director, City of Weston

COMMITTEE CHAIRS

Karin Venema-Ashmore, Conference Program
David Keller, Legislative
Lee Huffstutler, SOGF
John McKinney, Small Government
Anne Fritz, Technical Resources
Linda Davidson, 75th Anniversary Ad-hoc

CHAPTER PRESIDENTS IN ATTENDANCE

Jamie Roberson, Central Florida
Karin Venema-Ashmore, Treasure Coast

STAFF IN ATTENDANCE

Jeannie Garner, Florida League of Cities
Penny Mitchell, Florida League of Cities

CALL TO ORDER

At 9:00 a.m., President Anderson-Pickle called the meeting of the FGFOA Board of Directors to order. A quorum of the Board was present.

APPROVAL OF THE AGENDA

President Anderson-Pickle asked if there were any changes or additions to the November 14, 2012 agenda. The review of the 2011-2012 Audit was added to the agenda.

CONSIDERATION OF MINUTES

The next order of business was the approval of the July 20, 2012 and August 29, 2012 minutes via conference call. **Ms. Reichard moved, seconded by Mr. Olson to approve the July 20, 2012 and August 29, 2012 minutes as amended. Motion passed unanimously.**

PRESIDENT'S REPORT

2013-2014 Nominating Committee

Nominating Committee – Solicits prospective nominees for Board of Director and Secretary/Treasurer positions and develops the slate of eligible candidates. The Nominating Committee oversees the election process. The Nominating Committee is composed of the President, President-elect, Immediate Past President and at least seven (7) active FGFOA members appointed by the President. The Nominating Committee members shall represent a cross section of the FGFOA based on the member's knowledge of committee activities, local chapters, and functions of the Board of Directors.

President Anderson-Pickle announced the appointment of the 2013-2014 Nominating Committee:

- Mary Anderson-Pickle, President
- Diane Reichard, President-elect
- Christopher Lyons, Immediate Past-President
- Cindy Emshoff, Member
- David Flatt, Member
- Carol Himes, Member
- Shannon Ramsey-Chessman, Member
- Jamie Roberson, Member
- Kevin Stork, Member
- One active member TBD

2013 Lifetime Achievement Award

President Anderson-Pickle announced the appointment of the 2013 Lifetime Achievement Award Committee:

- Mary-Lou Pickles, Secretary/Treasurer
- James Lewin, Director
- William Underwood, Past-President
- Rick G. Helms, Past-President
- Allan Owens, Member

PRESIDENT-ELECT REPORT

Chapter Liaison Report

Ms. Reichard reported the Chapter President's Conference Call was held on Friday, October 5, 2012. Topics of discussion were: financials/tax exempt status, requirements for CPE Certificates including, attendance records, and proper information to be provided on the certificates, Annual Conference at Boca Raton, newsletters, and the Ad Hoc Scholarship Committee.

Big Bend Chapter

Mr. Olson and Mr. Sauerbeck reported on the formation of the Big Bend Chapter. On September 27, 2012, approximately 40 finance professionals met at the offices of the Florida League of Cities to explore forming a new chapter of the FGFOA. At that meeting, 20 current members of the FGFOA signed a petition requesting recognition of the Big Bend Chapter. In addition, these members adopted by-laws to govern the organization that are consistent with those of the FGFOA and other FGFOA chapters and elected officers for the chapter. The proposed boundaries for the chapter include the North Florida counties of Franklin, Gadsden, Jefferson, Leon, Liberty, Madison, Taylor and Wakulla. These counties represent a fairly compact geographical area known as the "Big Bend" section of the State. The counties of Franklin, Gadsden, Liberty, Leon, and Wakulla are currently part of the Panhandle Chapter.

However, given the geographic location and commonalities among the eight counties identified above in the proposed Big Bend Chapter, the committee asked that the following counties be removed from the boundary of the Panhandle Chapter and moved to the newly formed Big Bend Chapter: Franklin, Gadsden, Liberty, Leon, and Wakulla. **Mr. Olson moved, seconded by Ms. Rodriguez, to approve the formation of the FGFOA Big Bend Chapter to include the following counties; Franklin, Gadsden, Jefferson, Leon, Liberty, Madison, Taylor and Wakulla. Motion passed unanimously.**

Alachua County Chapter

Ms. Reichard reported April Shuping, Assistant Finance Director, City of Gainesville contacted Jeannie about establishing a new chapter. Ms. Reichard contacted April and she is in the fact finding mode and there are 34 FGFOA members in Alachua County and none in the surrounding counties. It was the consensus of the Board that there is no objection to move forward with the formation of the new chapter.

Strategic Planning 2013-2014

Ms. Reichard provided two choices for the Strategic Planning for the 2013-2014 Board of Directors (May 10 or May 24). The consensus of the Board was Friday, May 10, 2013.

SECRETARY/TREASURER REPORT

June 30, 2012 Financial Statements

Ms. Pickles reported on the June 30, 2012 Quarterly Financial Statements. The Statement of Financial Position for the year ended June 30, 2012 shows total liabilities and unrestricted net assets were \$659,367 with total current liabilities of \$370,466 and unrestricted net assets of \$288,901. This represents a \$20,899 increase in unrestricted net assets in comparison to the June 30, 2011 balance of \$268,002.

The Statement of Activities shows expenses for the fourth quarter were \$380,795 and \$540,003 total expenses for the year resulting in a \$3,123 decrease in unrestricted net assets for the quarter and a \$20,899 increase in unrestricted net assets for the year, which agrees with the Statement of Financial Position. **Mr. Olson moved, seconded by Ms. Koser, for approval of June 30, 2012 FGFOA Quarterly Financial Statements. Motion passed unanimously.**

July 1, 2011 to June 30, 2012 Financial Audit

The Audit Committee met and reviewed the draft July 1, 2011 to June 30, 2012 Financial Audit. The committee reported a clean audit. **Mr. Olson moved, seconded by Ms. Koser, to accept the July 1, 2011 to June 30, 2012 draft Financial Audit. Motion passed unanimously.**

September 30, 2012 Financial Statements

Ms. Pickles reported on the September 30, 2012 Quarterly Financial Statements. The Statement of Financial Position for the year ended September, 2012 shows total liabilities and unrestricted net assets were \$400,774 with total current liabilities of \$49,856 and unrestricted net assets of \$350,918. This represents a \$62,017 increase in unrestricted net assets in comparison to the June 30, 2012 balance of \$288,901. **Mr. Olson moved, seconded by Ms. Koser, for approval of September 30, 2012 FGFOA Quarterly Financial Statements. Motion passed unanimously.**

Investment Report

Ms. Pickles reviewed the Investment Report. On September 4, 2012 a 12 month CD was purchased through MetLife for \$75,000 with an APY of 1.05%. On September 10, 2012 the ProBank CD for \$75,000 matured at \$75,822.82 and was rolled over for 12 months for .75%.

OTHER REPORTS

Financial Analysis Ad Hoc Committee

Ms. Pickles reported on the Financial Analysis Ad Hoc Committee following direction provided at the July 20 board meeting to explore options to lower the room rate for the 2013 Annual Conference, the financial analysis ad hoc committee held a conference call on September 13.

The committee agreed that although the room rate for the 2013 conference has already been reduced to \$165, it would still be in the best interest of our membership to have an effective room rate below \$150. The cost to lower the room rate to \$149 including the applicable taxes would be \$17.76 per room night or \$40,226.40 for the total room block of 2,265 nights. To achieve this reduction, the committee supports one of two options.

Option 1 proposes solely utilizing the net income from the 2012 Annual Conference to fund the room rate adjustment. The advantage of this option is that it utilizes one-time revenue to fund this one-time expenditure. Option 2 proposes a combination of funding: 32% from a \$15 fee increase in the conference registration fees and 68% from the 2012 Annual Conference net income. This option allows any fee increase to match needs of the chosen lunch option. **Mr. Olson moved, seconded by Ms. Rodriguez, to offer a lower room rate to attendees and FGFOA pay the difference to the hotel. Motion passed unanimously.**

Ms. Garner will have Barbara Solis contact the hotel to confirm the possibility of reducing the room rate for attendees. **Note:** At the November 14, 2012 Board meeting, the Board voted to negotiate a reduction in the room rate for attendees from \$169 to \$149 and have the FGFOA pay the difference. Please note that the original contract was for the Bungalow, Cloister & Tower rooms for \$165 and then the Yacht Club (Exhibitor block) for \$185.

The hotel has agreed to lower the room rates for attendees by \$16 for a total of \$149/\$169 and Bill the FGFOA the difference. However, they will charge the FGFOA tax of 11% on the difference. The estimated cost to the FGFOA is: \$38,983 (2,195 room nights X \$16 X 11%). It was the consensus of the Board (via email) to lower the room rate and FGFOA pay the difference.

75th Anniversary Ad hoc Committee

Linda Davidson, Chair, reported on plans for celebrating the 75th Anniversary of FGFOA.

Membership Involvement Ad hoc Committee

Ms. Koser, Chair, reported on the Membership Involvement committee.

Student Outreach

Four visitations have been made with 85 students in attendance and 10 student memberships have been provided. Eight visitations are scheduled for the next few months and the visitations will continue to be scheduled throughout the year.

Ms. Koser reported that several comments have been made about part of the student member definition - "not employed full-time by a governmental employer". The committee recommends the definition be changed to "not employed full-time by a governmental employer in the field of accounting or finance". **Mr. Thomas moved, seconded by Mr. Olson to expand the wording on the student application of student definition to "Any individual attending undergraduate or graduate classes at an accredited college or university, pursuing a degree in finance, accounting, or public administration, and who is not employed full-time by a governmental employer in the field of accounting or finance". Motion passed unanimously.**

Student Scholarship

The sub-committee met and is seeking approval from the Board for the following:

1. Provide funding in the budget for "Scholarships" - \$2,000 for Fiscal Year 2012-13 and \$3,000 for Fiscal Year 2013-14.
2. Approve the scholarship application.

The committee would like to distribute scholarship applications at the visitations. Based on applications received for the 2012-13 budget year, the following scholarships would be awarded; 1) one student \$1,000 Conference scholarship for June and 2) two - \$500 college scholarships. The committee would accept applications between January 1 and February 15, 2013, review applications received and recommend award approval from the Board at the April 12, 2013 meeting.

Ms. Pickles moved, seconded by Mr. Thomas, to approve amending the budget by \$2,000 to provide funding for the scholarships and the Scholarship Application with the understanding that the committee would bring the scoring criteria back to the Board in February for approval. Motion passed unanimously.

Florida Delegate Welcome Reception at 2013 GFOA Annual Conference

Mr. Thomas report that the Florida delegates at the 2012 GFOA Annual Conference in Chicago commented that it was difficult to find fellow delegates and they wish there was a forum to connect with fellow Florida delegates attending the GFOA Annual Conferences. Outside of the FGFOA Annual Conference and the School of Governmental Finance, the GFOA Annual Conference is the next largest gathering of FGFOA members with 195 Florida delegates registered for the 2012 GFOA Annual Conference. There has been an average of 173 Florida delegates registered at the 2006, 2007 and 2009-2012 GFOA Annual Conferences (760 Florida delegates registered for the 2008 GFOA Annual Conference in Fort Lauderdale). The FGFOA Administrative staff researched the cost of hosting a reception at the 2013 GFOA Annual Conference in San Francisco. The cost per attendee is estimated at \$78 for a reception located at a hotel and \$58 for a reception located at a restaurant. **Mr. Olson moved, seconded by Ms. Koser, to approve amended the budget to include \$5,000 for a 2013 Florida Delegate reception during the 2013 GFOA Annual Conference. Motion passed unanimously.**

EXECUTIVE DIRECTORS REPORT

Monday Lunch at Annual Conference

Ms. Garner reported on options for offering a Monday lunch at the Annual Conference. Option #1-Box lunch with 46 rounds set up in Exhibit Hall for 552 and 30 rounds set up outside of exhibit hall for 360 for a total of 912 seating. Total Cost \$45 per head (\$40,000- \$42,000). Option #2-Sidewalk Café provide \$15.00 coupon to attendees. Total Cost \$15.00 per head (\$12,000 - \$15,000). Option #3- Provide the sidewalk café for an option, but paid for by the attendee. The cost should be around \$15.00.

Mr. Olson moved, seconded by Ms. Pickles to offer sidewalk café for purchase by attendee for a Monday lunch option. Motion passed nine to two with Ms. Koser and Ms. Rodriguez opposed.

Florida Local Government Coalition

Ms. Garner reported on the Florida Local Government Coalition Strategic Planning Session held October 12, 2012. President Anderson-Pickle, Secretary-Treasurer Pickles and Ms. Garner were in attendance. Ms. Garner reported that the meeting was very productive and provided some needed insight regarding the mission of the coalition. All three attendees agreed that the FGFOA should participate and share coalition information. **Ms. Pickles moved, seconded by Mr. Lewin, FGFOA should continue participating in the Florida Local Government Coalition and provide information to the FGFOA Membership as needed. Motion passed unanimously.**

STANDING COMMITTEE REPORTS

Certification Committee

Ms. Koser, Board Liaison, presented the committee report. The Committee was asked for thoughts on having one review class offered on Sunday during the annual conference. The Committee agreed that this would not be a good time to have a review class since the next exam would not be until November and participants would miss the GASB Update offered on Sunday. Instead the committee agreed to recommend a survey of the current participants in the program to see if they would be interested in March review classes. The new ethics exam was tested by the committee and will go to the committee for approval on the next conference call.

Host Committee

Ms. Rodriguez, Board Liaison, presented the Host Committee report. Association Night will have a game to play with gift cards as prizes. Golf pricing will be the same as 2011. The President Reception plans have been finalized. Tuesday Night event plans are being finalized. Welcome bags will be ordered by FLC staff.

Conference Program Committee

Karin Venema-Ashmore, Chair, presented the Conference Program Committee report. The Board reviewed the 2013 schedule. David Bean has been confirmed. Stephen Gauthier, originally confirmed to speak, cannot make it. Bob Scott has been mentioned as a possible replacement. Speakers will be confirmed and Pre-Con will be finalized. Ethics speaker has been confirmed.

Legislative Committee

David Keller, Chair, presented the Legislative Committee report. The Legislative Committee distributed a survey to the membership requesting input on topics for the 2013 Legislative Policies and Recommendations. Comments were reviewed, summarized and consolidated by the committee. Most comments addressed topics that have been included in the past. Two topics received multiple comments Communications Services Tax and Local Business Taxes, and were included in the policies. The Board reviewed the final 2013 Legislative Policies and Recommendations.

Mr. Olson moved, seconded by Ms. Pickles, to remove the Artificially Mandated Revenue and Expenditure Caps section from the 2013 Legislative Policies and Recommendations. Motion passed unanimously.

Mr. Olson moved, seconded by Ms. Rodriguez, to remove the Artificially Mandated Revenue and Expenditure Caps from the 2013 Legislative Policies and Recommendations. Motion failed.

Mr. Olson moved, seconded by Ms. Koser, to approve the 2013 FGFOA Legislative Policies and Recommendations, as amended. Motion passed unanimously.

At this point, there was discussion about the proposed effort to eliminate municipal bonds. After discussion, it was determined to appoint an ad-hoc committee to provide examples of how municipal bonds have benefited local governments.

2012 School of Governmental Finance

Lee Huffstutler, Chair, presented the final 2012 School of Governmental Finance report.

Small Government

John McKinney, Chair, presented the committee report. The committee is reviewing the Governmental Resource Manual.

Technical Resources Committee

Ms. Fritz, Chair, presented the Technical Resources Committee report. The committee responded to the Moody's Investors Service on "Adjustments to US State and Local Government Reported pension Data.

Webinar Committee

Mr. Sauerbeck, Board Liaison, gave the Webinar Committee report. The GASB Reporting Standards Update Webinar was on Thursday, October 25, 2012 with 484 attending. The IRS Webinar is scheduled for Thursday, December 13, 2012.

NEXT MEETING

The next meeting of the Board of Directors will be at 9:00 a.m., Friday, February 15, 2013 at The Florida League of Cities Tallahassee office.

Jeannie Garner
Executive Director, FGFOA

ATTEST:

Mary Anderson-Pickle, President

Mary-Lou Pickles, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Nominating Committee Update

Executive Summary, Explanation or Background Information on Request

A conference call was held on January 29th at 9:00 a.m. Immediate Past President Chris Lyons, Chair, explained to the committee the purpose and process involved as a member of the Nominating Committee. Scheduled dates include:

- February 12, 2013 – FLC to issue call for nominations. Recommendation Form and Application posted to website
- February 22, 2013 – Forms must be received (not postmarked) by the FGFOA office no later than 5:00 p.m.
- March 13, 2013 – Nominating Committee Meeting – FLC Orlando Office

Recommended Action: No action required

Mary-Anderson Pickle
President

January 29, 2013
Date

FGFOA NOMINATING AND ELECTION SCHEDULE (for 2013-2014 Board)

05/2012

Dates	Action Taken	Requirement of minimum time relation to the Annual Conference
November 14, 2012	Board meeting - President appoints the Nominating Committee	
Week of January 28, 2013-	Nominating Committee Meeting – Conference Call	
February 12, 2013	Mail Call for Nominations Form & Post Recommendation Form and Application on website	
February 12 – 22, 2013	Receive nomination forms	
February 25, 2013	Distribute completed nomination forms to the members of the nominating committee.	
Week of March 11	Nominating Committee Meeting – FLC Orlando Office. In this meeting the members will review the suggested nominations from the membership.	
March 27, 2013	Notice of the Slate of Candidates to Active Members	At Least 90 days prior (90 days)
April 16, 2013	Deadline for the petitions for candidacy. The ballot is finalized at this time.	At Least 70 days prior (70 days)
April 25, 2013	Open Online Voting with nominations	At Least 60 days prior (61 days)
May 7, 2013	Cut off Online Voting & Paper Ballots must be returned.	At least 30 days prior (49 days)
May 7, 2013	Online Votes tabulated at 5:00 pm. The results of the election are conveyed to the Immediate Past President. Candidates are contacted, then results posted on website.	
May 8, 2013	Results will be emailed out after all candidates are notified of results	
June 25, 2013	Results will be announced at the Annual Conference.	Business Meeting



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

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Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Legislative Visits Update

Executive Summary, Explanation or Background Information on Request

Verbal update will be presented at meeting

Recommended Action: No action required

Mary-Anderson Pickle

President

January 29, 2013

Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

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Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: 2012-2013 Strategic Planning Summery

Executive Summary, Explanation or Background Information on Request
Review at the Board Meeting

Recommended Action:

Mary Anderson-Pickle
President

February 6, 2013
Date

2012-2013 FGFOA Strategic Plan Summary

Mary Anderson Pickle - President

Membership Education / Involvement

Student and Younger member programs

- Visit Colleges / Universities / Accounting Clubs
 - Appoint **Ad-Hoc Committee**
 - Deliver plan by July Board meeting
 - 50 student members, visit or contact 10 colleges & universities
- Scholarships
 - Committee to study and make recommendation by November meeting
 - Consider drawing for free student memberships
 - Consider reduced membership fee for students
- Develop a Facebook/Linkedin account for FGFOA
 - Assign a **Board member to work with the FLC** write up parameters surrounding posts and content that will be provided on the site.
 - Have available online by September

Partnership with other government agencies for training and education

- Participate in the Florida Local Government Coalition Association by having **Board** representatives and educational dates on their joint website.

Increase number of mentors from 10 to 20

- Appoint **Ad-hoc committee**
 - Reach out to eligible members
 - Add mentor information FGFOA Booth
 - Blast email about mentor program
 - Build a recognition / incentive program for mentors. Ribbon at conference

Local Chapters

- Continuation of new Chapter effort with areas of no representation (Tallahassee, Miami Dade) – **Chapter Liaison**
- Ask Local Chapters to notify us of new employees – **Chapter Liaison**
- Develop an interactive Chapter Calendar - **FLC**
- Provide 8-10 Free Webinars - **Webinar Committee**

Legislative

Conduct Webinar on the Legislative Policy Statement

- Webinar Committee – 1st qtr of 2013

Continue Rapid Response on legislative committee / provide information requested by legislators

- Distribute proposed responses to Board prior to distribution – Board should respond promptly with any concerns – **Legislative Committee Chair**
- Enhance working relationship with FLC and FAC lobbyist – invite them to be on the Committee – **Legislative Committee Chair**
- Have a legislative session at the 2013 conference – **Conference Program Committee**

Get input from membership to develop policy statement

- Develop survey questions – by July/Sept - **Legislative Committee**
- Distribute Survey to Membership – July/Sept - **FLC**
- Compile Results/Committee review – Oct/Dec – **Legislative Committee**

75th Year Anniversary

Create timeline of the last 75 years / feature articles in newsletter highlighting 25 year segments

- Create Ad-hoc Committee – experienced members, lifetime achievement members
 - Email blast to members requesting pictures, articles, memorabilia of the last 75 years of FGFOA
 - Collect the data
 - Group the data into four newsletter segments
 - Write articles for the newsletter
 - Reach out to other committees to coordinate the theme
 - Display articles and memorabilia at the 2013 Annual Conference
 - Contest of what FGFOA has meant to you essay – First, Second Third Prizes (\$500, \$250, \$100) prize and published in the newsletter and special e-bulletin

Put picture history & 75th logo on website & have pins made / yearlong 75th anniversary theme

- Develop logo – use all year
- Order pins – FLC
- Website material – FLC

75th Year Themed Party – Host Committee

- Association Night
- Vendors dressed up in themed costumes (choose era)
- Themed picture booth
- Themed hats

Strategic Assignments

Ad-Hoc Committee – Student and younger member involvement/Scholarship study

- Deliver plan by July Board meeting
- 50 student members, visit or contact 10 colleges & universities

Scholarship Study

- Make recommendation November Board meeting
- Consider drawing for free student memberships
- Consider reduced membership fee for students

Ad-hoc Committee – 75th Year Celebration

- Email blast to members requesting pictures, articles, memorabilia of the last 75 years of FGFOA
- Collect the data
- Group the data into four newsletter segments
- Write articles for the newsletter
- Reach out to other committees to coordinate the theme
- Display articles and memorabilia at the 2013 Annual Conference
- Contest of what FGFOA has meant to you essay – First, Second Third Prizes (\$500, \$250, \$100) prize and published in the newsletter and special e-bulletin

Ad-Hoc Committee – Mentoring Program

- Reach out to eligible members
- Add mentor information FGFOA Booth
- Blast email about mentor program
- Build a recognition / incentive program for mentors. Ribbon at conference

FLC

- Develop posting parameter document
- Develop Facebook account and LinkedIn account
- Develop an interactive Chapter Calendar
- Distribute Legislative Survey to Membership – July/Sept
- Develop 75th Anniversary logo – use all year
- Order Anniversary pins
- Website material

Chapter Liaison

- Continuation of new Chapter effort with areas of no representation (Tallahassee, Miami Dade) –
- Ask Local Chapters to notify us of new employees

Legislative Committee

- Distribute proposed responses to Board prior to distribution – Board should respond promptly with any concerns
- Enhance working relationship with FLC and FAC lobbyist – invite them to be on the Committee
- Develop survey questions – by July/Sept
- Compile Results/Committee review – Oct/Dec

Conference Program Committee

- Have a legislative session at the 2013 conference

Conference Host Committee

75th Year Themed Party – Host Committee

- Association Night
- Vendors dressed up in themed costumes (choose era)
- Themed picture booth
- Themed hats



Agenda Item Request

2012-2013
BOARD OF DIRECTORS

OFFICERS

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Secretary/Treasurer

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Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Chapter Presidents Conference Call

Executive Summary, Explanation or Background Information on Request:

Five of the Chapter Presidents participated in a conference call on Friday, January 11, 2013. The following areas were discussed:

- The change to the student membership definition for those pursuing an accounting or finance degree. The three types of scholarships approved: SOGF, State conference, and tuition/books for a total of \$2,500. The Space Coast Chapter has four student members that receive all the training and membership fees free. (More information in the Ad Hoc committee Report). The chapters inform students about FGFOA's free student membership.
- The Board's perspective that each chapter should consider adopting their own fund balance policy. They received a copy of FGFOA's policy and discussed other options. There was much discussion and ideas related to spending fund balance rather than reducing fees. They requested time to draw down fund balance and establish a policy.
- The Monday lunch would be available for purchase on site at Boca Raton.
- Scheduled a conference call with Linda Davidson and Gib Mitchell to discuss the 75th anniversary on January 30 at 2:30 p.m. Ten chapter presidents will participate.
- A variety of session topic ideas were mentioned, particularly William L (Roy) Richardson, Jr., Federal Wage & Hour Division, and Michael Moore, Federal, State, and Local Specialist for IRS.
- The Newsletter deadline is January 15, more Spotlight articles were requested, and attendance at Board meetings was encouraged.

The next conference call will be held on Friday, March 8, 2013.

Recommended Action:

None

Diane Reichard, President-Elect

January 25, 2013

Date



Agenda Item Request

2012-2013
BOARD OF DIRECTORS

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Mary-Lou Pickles

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Committee Chairs for 2013-14

Executive Summary, Explanation or Background Information on Request:

Annually, the Committee chairs are selected by the President-elect prior to the Conference. Since the SOGF needs to begin working, I have already appointed Anne Marie Ricardi from Naples. Below is a list of the members who have agreed to serve as committee chairs. The process to get vice-chairs has really improved the opportunity to select people to serve in leadership capacities.

In addition, I have provided the board liaisons for those whose terms have not expired.

<u>Committee</u>	<u>Committee Chair</u>	<u>Board Liaison</u>
Certification	Sondra D'Angelo	Georgina Rodriguez
Conference Host	Mary Ann Davis	Elected board member
Conference Program	Bill Spinelli	Ted Sauerbeck
Legislative	Shannon Ramsey-Chessman	Darrell Thomas
SOGF	Anne Marie Ricardi	Jim Lewin
Student Outreach	Jamie Roberson	Sarah Koser
Technical Resources	John McKinney	Elected board member
Webinars	Steve Chapman	Tim Pozza

Recommended Action:

None

Diane Reichard, President-Elect

December 21, 2012

Date



Agenda Item Request

2012-2013
BOARD OF DIRECTORS

OFFICERS

President
Mary Anderson-Pickle

President-Elect
Diane Reichard

Secretary/Treasurer
Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Mary-Lou Pickles

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Nature Coast Chapter By-law Change

Executive Summary, Explanation or Background Information on Request:

Attached is a letter from the Nature Coast Chapter President, Mary Ann Davis, requesting FGFOA consider approval of the attached by-law changes (red-line version). Below is a summary of the changes:

- Article IV. Section 3 – allow electronic notification
- Article VI. Section 2 – prohibit associate members from holding office
- Article VII. Section 1 – eliminate requirement to be a FGFOA member to serve as an officer or director
- Article VII. Section 3 and Article IX. Section 5 – provide for fiscal year concurrent with FGFOA
- Article VII. Section 5 – establish successive order for officers
- Article VIII. Section 4 – define Treasurer separate from Secretary/Treasurer
- Article X – provide better description of committees
- Article XI. – add notice requirement and the required FGFOA approval

The FGFOA officers have reviewed these changes and recommend them for the Board's consideration.

Recommended Action:

Approve by-laws as recommended by the Nature Coast Chapter.

Diane Reichard, President-Elect

February 1, 2013

Date



Find your place

December 5, 2012

Florida Government Finance Officers Association
Mary Anderson-Pickle, Board President
c/o Jeanne Garner
P.O. Box 1757
Tallahassee, FL 32302

Dear Ms. Anderson-Pickle,

Attached please find the proposed revised bylaws for the Nature Coast Chapter of the FGFOA for the Board's consideration. These bylaws have not been updated in a couple of years. This information has also been distributed to all members for their comments prior to this final draft.

I am requesting that this be placed on the next Board Meeting Agenda for review, comment and approval.

The final revised bylaws will then be distributed again to the Chapter and voted on at our annual meeting in April. These bylaws will then be effective for the year beginning, July 1, 2013.

Feel free to contact me with any questions.

Sincerely,

Mary Ann Davis, CGFM
President, Nature Coast Chapter of FGFOA

**NATURE COAST CHAPTER
OF THE
FLORIDA GOVERNMENT
FINANCE OFFICERS ASSOCIATION**

CHAPTER BY-LAWS

ARTICLE I – NAME

This Chapter of the Florida Government Finance Officers Association shall be known as the Nature Coast Chapter (the "Chapter").

ARTICLE II – RULES AND REGULATIONS

The Chapter shall, at all times, be subject to the provisions of the constitution and By-laws of the Florida Government Finance Officers Association.

ARTICLE III – PURPOSE

The purpose of the Chapter shall be to promote the improvement and efficiency in the operation of government administration in Florida.

ARTICLE IV – CHAPTER MEMBERSHIP

The Chapter membership shall consist of those eligible for membership in the Florida Government Finance Officers Association (FGFOA).

Membership shall be distinguished as follows:

Active Membership: Any duly acting finance, city clerk, accounting, budget, audit or administrative employee, whether elected or appointed, in a public jurisdiction of the State of Florida.

Associate Membership: Any other persons having interest in promoting the improvement of government administration in the State of Florida.

ARTICLE V – MEETINGS

Section 1. There shall be at least four (4) meetings of the Chapter each year, preferably quarterly.

Section 2. One meeting shall be considered the Annual Meeting for the election of Officers. This meeting shall be held in April of each year.

Section 3. The Secretary shall, prior to the Annual Meeting, mail or electronically notify all members of the Chapter indicating the time and place of such meeting and the names of the individuals nominated to serve as Officers.

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Section 4. Six (6) members or 10 percent (10%) of the membership entitled to vote, whichever is greater, of the Chapter who are present in person shall constitute a quorum for the transaction of business at any meeting.

ARTICLE VI – VOTING RIGHTS

Section 1. The voting rights of the Chapter shall be vested exclusively in active members and each shall have one vote in determining all questions to be decided by the Chapter membership.

~~Section 2. Associate members shall not hold office or chair committees, although they may serve as members of committees.~~

ARTICLE VII – BOARD OF DIRECTORS

Section 1. The officers of the Chapter shall be the President, ~~President-Elect Secretary and Treasurer.~~ All officers shall be active, paid members of the local chapter. ~~It is not required that the officer be an active member of FGFOA.~~

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Section 2. Additional members may also be elected from the active membership of the Chapter. The officers and additional members, known as directors, shall constitute the Board of Directors, which shall serve as the governing body. The Board of Directors shall ~~not exceed seven (7) members.~~ All Officers and Directors shall serve without compensation.

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Section 3. Officers ~~and directors~~ elected at the annual meeting of the Chapter will assume their respective offices on July 1 and will be responsible for the July quarterly meeting. Officers and directors will hold office for one year. ~~A formal swearing in of new officers and directors will be held at the July quarterly meeting.~~

~~Deleted: All officers shall be active, paid members of the local chapter and active members of FGFOA.~~

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~~Deleted: or until the election of their respective successors.~~

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Section 4. The ~~President, with the consent of the~~ Board of Directors shall have the right and power to appoint a member to the unexpired term of vacancy occurring on the Board of Directors of the Chapter.

Section 5. Once a member has been elected by the membership to an Officer position, that Officer may, upon completion of the term for which he or she was elected, automatically serve successive terms in the

next higher remaining Officer positions. The successive order of officer positions is as follows:

- President
- President-Elect
- Treasurer
- Secretary

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- Section 6. The Nominating Committee shall make nominations for officers and other members of the Board of Directors. Nominations may also be made from the floor.
- Section 7. The Board of Directors shall have the power to fix the time and place for each annual meeting and every other meeting of the Chapter.
- Section 8. The Board of Directors may meet at such times and places as it may elect.
- Section 9. For the transaction of any business by the Board of Directors, at least fifty (50) percent of the members of said Board should be present in person to constitute a quorum, and the majority vote of the Board members present will decide all issues. No proxy may be voted at any meeting of said Board of Directors.

ARTICLE VIII – DUTIES OF OFFICERS AND DIRECTORS

- Section 1. President: The President shall be the chief elected officer of the Chapter and may call meetings of the Board of Directors whenever it is deemed necessary. The President shall preside at all meetings of the Chapter. The President shall enforce the Bylaws of the Chapter and the Constitution and Bylaws established by the Florida Government Finance Officers Association. The President shall keep the Board of Directors of the Florida Government Finance Officers Association fully informed of the affairs of the Chapter. The President shall also consult with the Association and the Board of Directors of the Chapter, whenever necessary, concerning the business of the Chapter and its activities.

- Section 2. ~~President-Elect:~~ In the absence or inability of the President to act, the ~~President-Elect~~ shall exercise all powers and perform all of the duties of the President. The ~~President-Elect~~ shall develop a Chapter budget for the subsequent year for submission to the Board of Directors.

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- Section 3. ~~Secretary:~~ The Secretary shall keep all correspondence of the Chapter ~~and~~ minutes of ~~all meetings~~ of the Chapter ~~and Board of~~

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Directors. The Secretary shall maintain continuing professional education (CPE) attendance records and be responsible for CPE reporting to members. At least annually, the Secretary shall transmit to the Secretary-Treasurer of the Florida Government Finance Officers Association: (1) copies of all notices sent to members of the Chapter; (2) a copy of the minutes of the annual meeting of the Chapter; and (3) a list of the Chapter's membership.

Deleted: at least annually, transmit to the Florida Government Finance Officers Association

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Section 4. Treasurer: The Treasurer shall receive and deposit funds and pay out same as authorized by the Board of Directors. The Treasurer shall be responsible for preparing any necessary financial reports as may be required by the Florida Government Finance Officers Association to maintain local chapter status. An annual report shall be prepared by the Treasurer covering fiscal matters for the fiscal year ended June 30 and submit to the Secretary/Treasurer of the Florida Government Finance Officers Association by August 15.

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Section 5. Director: Each director may assist in the decision making of the Board and, at the President's request, may serve as an individual liaison to one or more of the Chapter's standing committees.

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ARTICLE IX – FISCAL MATTERS

Section 1. The incoming Board of Directors may adopt a proposed budget covering the Chapter operations for the subsequent fiscal year.

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Section 2. Dues and fees for Chapter members may be set at the discretion of the Chapter Board of Directors.

Section 3. The Board of Directors may establish a fee to cover the cost of any program sponsored by the organization, along with any corresponding meal charges.

Section 4. The Chapter shall be fully and solely responsible for its own financial affairs.

Section 5. The fiscal year of the Chapter shall coincide with the fiscal year of the Florida Government Association as set forth in its Constitution and Bylaws.

ARTICLE X – COMMITTEES

Section 1. The President, with the concurrence of other members of the Board of Directors, may appoint such committees as are necessary for the efficient operation of the Chapter. The following committees are recommended:

- 1) A Nominating Committee consisting of the President, ~~President-Elect~~ and one other member of whom is not a director. The President will serve as the Chair of this committee.
- 2) A Membership Committee.
 - a. ~~The committee shall be responsible for promoting interest in the Chapter, conducting membership drives, and recommending applicants for membership.~~
 - b. ~~The committee shall keep records of pertinent information concerning each current and terminated member of the Chapter.~~
 - c. ~~The committee chair shall be appointed by the President from the Board of Directors.~~
- 3) A Program Committee.
 - a. ~~The committee shall be responsible for recommending and preparing the Chapter programs and obtaining speakers for the programs.~~
 - b. ~~The committee shall work with the Florida Government Finance Officers Association in developing continuing professional education seminars/webinars and promoting interest in such seminars/webinars offered.~~
 - c. ~~The committee chair shall be appointed by the President from the Board of Directors.~~
- 4) ~~An Audit Committee consisting of one member who is not an officer or director. The audit will be conducted annually within 60 days of the Chapter's fiscal year end.~~
- 5) Other committees as deemed necessary by the President.

ARTICLE XI – AMENDMENTS TO THESE BYLAWS

Amendments to these Bylaws may be made by an affirmative vote of a majority of the general membership at any meeting, provided that:

- ~~Notice of any such amendment be mailed or electronically sent to all active members at least thirty (30) days prior to the meeting.~~
- ~~Notice of any such amendment shall be mailed or electronically sent to the Florida Government Finance Officers Association (President Elect) at least ninety (90) days prior to the meeting.~~
- ~~Florida Government Finance Officers Association must approve all changes.~~

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Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

2012-2013
BOARD OF DIRECTORS

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: January 29, 2013

Title of Item: December 31, 2012 Quarterly Financial Statements

Executive Summary, Explanation or Background Information on Request

The Statement of Financial Position for the six-month period ended December 31, 2012 shows total liabilities and unrestricted net assets were \$420,084 with total current liabilities of \$74,831 and unrestricted net assets of \$345,253. This represents a \$32,756 increase in unrestricted net assets in comparison to the December 31, 2011 balance of \$312,497.

The Statement of Activities shows expenses for the second quarter were \$92,168 and \$128,826 year-to-date resulting in a \$56,352 increase in unrestricted net assets for the six-month period ending December 31, 2012, for a total of \$345,253, which agrees with the Statement of Financial Position.

Net asset check based on the audited financials for June 30, 2012 indicates compliance with our Net Assets Policy (see page 2). The projected net asset balance for FY 2012-2013 inclusive of proposed budget amendments also demonstrates compliance with our policy.

Recommended Action: Approve the December 31, 2012 Financial Statement report.

Mary-Lou Pickles

Secretary/Treasurer

January 29, 2013

Date

Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Net Assets Check				<i>Budgeted</i>	<i>Budgeted</i>
	2009	2010	2011	2012	2013
Operating Expenses	610,870	582,069	548,830	540,003	680,018
Average Three Year Expenses				556,967	589,617
Minimum Net Assets - Two months				92,828	98,270
Desired Net Assets - Four Months				185,656	196,539
<i>Middle</i>				<i>139,242</i>	<i>147,404</i>
<i>Actual / Budgeted Net Assets – End of Period</i>				288,901	169,383

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Comparative Statement of Financial Position

December 31, 2012, September 30, 2012, June 30, 2012, March 31, 2012, and December 31, 2011

	31-Dec-12	30-Sep-12	30-Jun-12	31-Mar-12	31-Dec-11
ASSETS					
Current Assets:					
Cash - Capital City Bank	\$ 68,143	53,061	247,421	257,714	42,401
Investments - Vanguard	185,675	185,660	320,631	220,599	240,578
Investments - CD's	151,197	150,859	75,613	75,405	75,199
Accounts Receivable	7,897	3,890	7,215	28,135	929
Interest Receivable	56	53	48	48	45
Prepaid Expenses	102	334	4,100	334	0
Prepaid Conference Expenses	246	113	0	6,549	2,148
Deposits	3,500	3,500	0	18,893	18,893
Total Current Assets	\$ 416,816	397,470	655,028	607,677	380,193
Equipment:					
Computer Equipment	\$ 3,065	3,065	3,065	3,065	3,065
Less: Accumulated Depreciation	(2,797)	(2,761)	(2,726)	(2,640)	(2,553)
Net Equipment	\$ 268	304	339	425	512
Other Assets:					
Deposits	3,000	3,000	4,000	4,000	4,000
Total Assets	\$ 420,084	400,774	659,367	612,102	384,705
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Revenues	\$ 0	16,725	58,980	292,455	0
Accounts Payable	74,831	33,131	311,486	27,623	72,208
Total Current Liabilities	\$ 74,831	49,856	370,466	320,078	72,208
Unrestricted Net Assets	\$ 345,253	350,918	288,901	292,024	312,497
Total Liabilities and Unrestricted Net Assets	\$ 420,084	400,774	659,367	612,102	384,705

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Six Months Ended December 31, 2012

<u>Cash Flows From Operating Activities</u>		
Receipts from Members and Associates	\$ 120,681	
Receipts from Exhibitors and Hotel Sites	4,200	
Interest and Dividends	627	
Fees Paid to Florida League of Cities	(68,426)	
Payments to Vendors	<u>(295,732)</u>	
Net Cash Used by Operating Activities	\$	(238,650)
<u>Cash Flows from Investing Activities</u>		
Purchase of Certificates of Deposit	\$ (151,407)	
Proceeds from Certificates of Deposit	<u>75,823</u>	
Net Cash Used by Investing Activities	\$	<u>(75,584)</u>
Net Decrease in Cash and Cash Equivalents	\$	(314,234)
Cash and Cash Equivalents-Beginning of Period	\$	<u>568,052</u>
Cash and Cash Equivalents-End of Period	\$	<u><u>253,818</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Statement of Cash Flows
For the Six Months Ended December 31, 2012

Reconciliation of Increase in Net Assets to Net Cash Used by Operating Activities	
Increase in Net Assets	\$ 56,352
Adjustments to Reconcile Increase in Net Assets to Net Cash Used by Operating Activities:	
Depreciation	71
Increase in Accounts Receivable	(690)
Decrease in Prepaid Expenses and Other Assets	1,252
Decrease in Accounts Payable	(236,655)
Decrease in Deferred Revenues	<u>(58,980)</u>
Net Cash Used by Operating Activities	\$ <u><u>(238,650)</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Six Months Ended December 31, 2012

	ACTUAL				BUDGET				BUDGET			
	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE				
	1-July-12	1-Oct-12	1-Jan-13	1-Apr-13	1-Jul-12	1-Jul-12	OF	YEAR				
	to	to	to	to	to	to	BUDGET	TO				
	30-Sept-12	31-Dec-12	31-Mar-13	30-Jun-13	30-Jun-13	30-Jun-13	SPENT	DATE				
REVENUES												
Membership Dues	\$ 86,555	4,690			91,245	94,000	0.97	(2,755)				
Investment Income	280	355			635	1,000	0.64	(365)				
Annual Conference	0	0			0	366,000	0.00	(366,000)				
School of Governmental Finance	0	71,683			71,683	64,000	1.12	7,683				
Seminars	0	0			0	15,000	0.00	(15,000)				
CGFO Fees	11,840	9,775			21,615	20,000	1.08	1,615				
Miscellaneous Income	0	0			0	500	0.00	(500)				
TOTAL REVENUES	\$ 98,675	86,503	0	0	185,178	560,500	0.33	(375,322)				
EXPENSES												
Professional Services:												
Florida League of Cities, Inc.	\$ 21,771	21,771			43,542	87,083	0.50	43,541				
Auditor Fees	0	8,290			8,290	8,290	1.00	0				
Total - Professional Services	\$ 21,771	30,061	0	0	51,832	95,373	0.54	43,541				
Meeting Expenses:												
Board of Directors	\$ 2,399	1,432			3,831	7,000	0.55	3,169				
Strategic Planning	0	0			0	6,000	0.00	6,000				
GFOA Conference	0	0			0	4,000	0.00	4,000				
GFOA Reception	0	0			0	5,000	0.00	5,000				
Chapter Visitation by Officers	0	0			0	500	0.00	500				
Total - Meeting Expenses	\$ 2,399	1,432	0	0	3,831	22,500	0.17	18,669				

Training/Education:

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Six Months Ended December 31, 2012

	ACTUAL				BUDGET				BUDGET			
	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%		%			
	1-Jul-12	1-Oct-12	1-Jan-13	1-Apr-13	1-Jul-12	1-Jul-12	OF		OF		YEAR	
	to	to	to	to	to	to	BUDGET		BUDGET		TO	
	30-Sept-12	31-Dec-12	31-Mar-13	30-Jun-13	30-Jun-13	30-Jun-13	SPENT		SPENT		DATE	
Conference Expenses	\$ 0	0	0	0	0	434,600	0.00		0.00		434,600	
School of Governmental Finance	0	55,933			55,933	64,000	0.87				8,067	
Seminars	0	0			0	880	0.00				880	
CGFO Rewrite Fee	2,000	0			2,000	0	0.00				(2,000)	
CGFO Printing & Mailing	323	532			855	500	1.71				(355)	
Total - Training/Education	\$ 2,323	56,465	0	0	58,788	499,980	0.12		0.12		441,192	
Standing Committees:												
Standing Committee Meetings	0	0			0	1,000	0.00				1,000	
All Committee Meetings @ Conference	0	0			0	3,500	0.00				3,500	
Total - Standing Committees	\$ 0	0	0	0	0	4,500	0.00		0.00		4,500	
Communication to Members:												
Postage & Mailing	73	116			189	1,500	0.13				1,311	
Internet Homepage	0	51			51	55	0.00				4	
Printing & Duplicating	623	1,266			1,889	1,000	1.89				(889)	
Total - Communication to Members	\$ 696	1,433	0	0	2,129	2,555	0.83		0.83		426	
Administrative Expenses:												
Insurance Expense	\$ 3,766	0			3,766	3,800	0.99				34	
List Serve	372	0			372	3,000	0.12				2,628	
Filings & Registrations	0	0			0	60	0.00				60	

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Six Months Ended December 31, 2012

	ACTUAL				BUDGET				BUDGET			
	QTR 1	QTR 2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE				
	1-July-12	1-Oct-12	1-Jan-13	1-Apr-13	1-Jul-12	1-Jul-12	OF	YEAR				
	to	to	to	to	to	to	BUDGET	TO				
	30-Sept-12	31-Dec-12	31-Mar-13	30-Jun-13	30-Jun-13	30-Jun-13	SPENT	DATE				
Staff Travel	479	18			497	3,000	0.17	2,503				
Miscellaneous Expense	3,026	33			3,059	6,000	0.51	2,941				
75th Anniversary	0	0			0	7,500	0.00	7,500				
Student Promotion	0	96			96	2,250	0.04	2,154				
Credit Card and Bank Fees	1,791	2,595			4,386	10,000	0.44	5,614				
Depreciation	35	35			70	500	0.14	430				
Total - Administrative Expenses	\$ 9,469	2,777	0	0	12,246	36,110	0.34	23,864				
Contributions:												
Contributions	\$ 0	0			0	2,000	0.00	2,000				
Total - Contributions	\$ 0	0	0	0	0	2,000	0.00	2,000				
TOTAL EXPENSES	\$ 36,658	92,168	0	0	128,826	663,018	0.19	534,192				
Increase (Decrease) in Unrestricted Net Assets	\$ 62,017	(5,665)	0	0	56,352	(102,518)	(0.55)	158,870				
Unrestricted Net Assets, Beginning of Period	\$ 288,901	350,918	345,253	345,253	288,901	288,901	1.00	0				
Unrestricted Net Assets, End of Period	\$ 350,918	345,253	345,253	345,253	345,253	186,383	1.85	158,870				

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Supplemental Information
For the Six Months Ended December 31, 2012

Accounts Receivable:			
Hyatt Sarasota	7,187	Hotel Commission @ SOGF	
FLC	560	FLC Staff Charges on FGFOA Master Bill	
Various Individuals	<u>150</u>	CGFO Registration Fees	
Total Accounts Receivable	<u><u>7,897</u></u>		
Prepaid Expenses:			
Network Solutions	102	Web Domain Renewal	
Prepaid Expenses Conference:			
DBC Blick Art Materials	133	Conference Supplies	
Madison Avenue, Inc.	<u>113</u>	Sign Case on Wheels	
Total Prepaid Expenses	<u><u>348</u></u>		
Deposits:			
Current:			
Boca Raton Resort & Club	1,000	2013 Conference	
Del Ray Cruise	2,500	2013 Conference	
Non-Current:			
Diplomat Hotel	<u>3,000</u>	2015 & 17 Conference	
Total Deposits	<u><u>6,500</u></u>		

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Supplemental Information
For the Six Months Ended December 31, 2012

Accounts Payable:		
FLC	74,411	
Registration Fees	<u>420</u>	
Total Accounts Payable		<u><u>74,831</u></u>
Miscellaneous Expense:		
Target Copy	48	Pictures
Awards 4 U	138	BOD Pictures
Awards 4 U	2,121	Lapel Pins
Hillary Fields Florist	106	Flowers for Jim Marling's Funeral
My Office Products	613	Office Supplies
Office Depot	<u>33</u>	Office Supplies
Total Miscellaneous Expense		<u><u>3,059</u></u>

SEE ATTACHED SCHEDULE
SOGF Registration Refunds

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
2012 School of Governmental Finance
Sarasota, FL

REVENUE COMPARISON

REGISTRATIONS	# of REG	2012 ACTUAL	ORIGINAL BUDGET	VARIANCE
Active Member Basic	55	9,900	64,000	(54,100)
Active Member Basic Late	3	660		660
Associate Member Basic	1	285		285
Active Member Intermediate	75	12,750		12,750
Active Member Intermediate Late	14	2,940		2,940
Associate Member Intermediate	4	920		920
Non Member Basic Late	1	345		345
Active Member Week	57	15,960		15,960
Active Member Week Late	10	3,200		3,200
Associate Member Week	2	810		810
Cancellation Fees	8	320		320
Ethics Course	20	1,100		1,100
Room Credits		4,200		4,200
Commission		7,188		7,188
Boot Camp	49	11,105		11,105
Total Revenues		71,683	64,000	7,683

EXPENSE COMPARISON

	2012 ACTUAL	ORIGINAL BUDGET	VARIANCE
Hospitality Suite	1,902	2,000	(98)
Refreshment Breaks	33,733	32,000	1,733
Staff Travel	5,192	5,000	192
Equipment Rentals	6,524	12,000	(5,476)
Speaker Expense	0	3,000	(3,000)
Speaker Gifts	1,511	1,666	(155)
Postage	0	0	0
Printing/Duplicating	1,120	1,000	120
Meeting Planning Services	5,550	5,500	50
Speaker/Moderator Breakfast	67	1,000	(933)
Insurance	334	334	0
Operating Supplies	0	500	(500)
TOTAL EXPENSES	55,933	64,000	(8,067)
NET INCOME (LOSS)	15,750	0	15,750

FLC Invoice
FGFOA Payable to FLC
October - December 2012

Admin Fees:

October - December 2012

\$ 21,770.75

6010

INV #
(1)

Postage/Mailing:

October

\$ 16.30

6220

November

\$ -

6220

December

\$ 17.19

6220

Printing:

October

\$ 170.40

6230

November

\$ 1,175.31

6230

December

\$ 42.93

6230

SOGF:

AVIS - Rental Cars for School

\$ 674.55

3-6364

Hyatt Sarasota - SOGF Hotel Master Bill - Deposit

\$ 40,000.00

Various

SOGF Staff Travel

\$ 2,980.97

3-6364

SOGF - DJ for Hospitality Suite

\$ 180.00

3-6270

Carraba's - SOGF Speaker Gifts

\$ 1,510.95

3-6261

SOGF Meeting Planning

\$ 5,550.00

3-6258

Other Expenses:

UPS

\$ 17.77

IC 6220

DBC*Blick Art Materials - Conference Supplies

\$ 133.20

2-1280

Network Solutions - Domain renewals

\$ 152.94

6170

Avis - Toll Charges

\$ 17.75

6364

TOTAL

\$ 74,411.01



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Investment Report of December 30, 2012

Executive Summary, Explanation or Background Information on Request
For review Vanguard Statements and CD report

Recommended Action:

Mary-Lou Pickles
Secretary/Treasurer

February 6, 2013
Date

FGFOA Certificates of Deposit

As of February 6, 2013

<u>Purchased</u>	<u>Account Number</u>	<u>Bank</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>APY</u>	<u>Term</u>	<u>Maturity Date</u>
9/4/12	#5004045182	MetLife	\$75,000.00	1.04%	1.05%	12 months	9/4/2013
9/10/12	#210002549	ProBank	\$75,822.82	0.75%	0.75%	12 months	9/10/2013
<u>Matured CD's</u>							
9/10/09	#210002549	ProBank	\$127,576.88	2.23%	2.25%	12 months	9/10/2010
4/8/10	#5405733	Hancock Bank	\$106,415.39	1.49%	1.50%	14 months	6/8/2011
9/10/09	#210002549	ProBank	\$50,000.00	1.25%	1.25%	12 months	9/10/2011
9/19/11	#210002549	ProBank	\$75,000.00	1.10%	1.11%	12 months	9/10/2012



Corporation account

Florida Government Finance Officers Association Inc.

Vanguard Flagship Services®

Brian Bailey, Registered Representative: 800-345-1344, Ext. 5196

Account overview

\$185,674.84

Total value of all accounts as of December 31, 2012

Year-to-date income

Taxable income	\$96.90
Nontaxable income	0.00
Total	\$96.90

Balances and holdings for Vanguard funds

Beginning on January 1, 2012, new tax rules on taxable (nonretirement) mutual fund accounts (excluding money market funds) require Vanguard to track cost basis information for shares acquired and subsequently sold, on or after that date. Unless you select another method, sales of Vanguard mutual funds, but not ETFs, will default to the average cost method. We'll begin reporting cost basis to the IRS in 2013. For more information, visit vanguard.com/costbasis.

Symbol	Name	Fund & account	Average price per share	Total cost	Balance on 12/31/2011	Balance on 12/31/2012
VMMXX	Prime Money Mkt Fund	0030-09910172155	-	-	\$240,577.94	\$185,674.84
					\$240,577.94	\$185,674.84

Account activity for Vanguard funds

Prime Money Mkt Fund 0030-09910172155

Purchases	Withdrawals	Dividends
\$100,000.00	-\$155,000.00	\$96.90
7-day SEC yield as of 12/31/2012*		0.03%

*Average annualized income dividend over the past 7 days. For updated information, visit vanguard.com.

December 31, 2012, year-to-date statement

Page 3 of 4 x



Corporation account

Florida Government Finance Officers Association Inc.

Vanguard Flagship Services®

Brian Bailey, Registered Representative: 800-345-1344, Ext. 5196

Account activity for Vanguard funds, continued

Prime Money Mkt Fund 0030-09910172155, continued

Date	Transaction	Amount	Share price	Shares transacted	Total shares owned	Value
	Beginning balance on 12/31/2011		\$1.00		240,577.940	\$240,577.94
01/31	Income dividend	\$7.37	1.00	7.370	240,585.310	
02/01	Sell electronic bank transfer	-20,000.00	1.00	-20,000.000	220,585.310	
02/29	Income dividend	6.57	1.00	6.570	220,591.880	
03/30	Income dividend	6.64	1.00	6.640	220,598.520	
04/16	Buy electronic bank transfer	100,000.00	1.00	100,000.000	320,598.520	
04/30	Income dividend	9.06	1.00	9.060	320,607.580	
05/31	Income dividend	12.54	1.00	12.540	320,620.120	
06/29	Income dividend	10.50	1.00	10.500	320,630.620	
07/31	Income dividend	12.32	1.00	12.320	320,642.940	
08/06	Sell electronic bank transfer	-60,000.00	1.00	-60,000.000	260,642.940	
08/30	Sell electronic bank transfer	-75,000.00	1.00	-75,000.000	185,642.940	
08/31	Income dividend	10.84	1.00	10.840	185,653.780	
09/28	Income dividend	6.18	1.00	6.180	185,659.960	
10/31	Income dividend	5.51	1.00	5.510	185,665.470	
11/30	Income dividend	4.87	1.00	4.870	185,670.340	
12/31	Income dividend	4.50	1.00	4.500	185,674.840	
	Ending balance on 12/31/2012		\$1.00		185,674.840	\$185,674.84

December 31, 2012, year-to-date statement

Page 4 of 4



Vanguard Prime Money Market Fund (VMMXX)

Product summary

Vanguard Prime Money Market Fund seeks to provide current income and preserve shareholders' principal investment by maintaining a share price of \$1. As such it is considered one of the most conservative investment options offered by Vanguard. Although the fund invests in short-term, high-quality securities, the amount of income that a shareholder may receive will be largely dependent on the current interest-rate environment. Investors who have a short-term savings goal and seek a competitive yield may wish to consider this option.

Price and performance

Price as of 02/05/2013	\$1.00
Change	\$0.00 0.00%
SEC yield as of 02/05/2013	0.01%
Compound yield	0.01%

Average annual performance

As of 12/31/2012

Month-end Hypothetical growth of \$10,000

Please wait while we load your data.

Prime Money Mkt Fund
Money Market Funds Average* (Benchmark)

Fund facts

Asset class	Money Market
Category	Taxable Money Market
Expense ratio as of 12/28/2012	0.16%
Minimum investment	\$3,000
Fund number	0030
Fund advisor	Vanguard Fixed Income Group

Risk potential



The performance data shown represent past performance, which is not a guarantee of future results. Investment returns and principal value will fluctuate, so that investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited. See performance data current to the most recent month-end. Click to view standardized returns, fees, and expenses.


Portfolio composition

Distribution by issuer (% of fund) as of 01/31/2013

	Prime Money Mkt Fund
Bankers Acceptances	0.0%
Certificates of Deposit	4.3%
Other	4.0%
Repurchase Agreements	3.3%
U.S. Commercial Paper	13.3%
U.S. Govt. Obligations	23.7%
U.S. Treasury Bills	22.1%
Yankee/Foreign	29.5%
Total	100.0%

*Derived from data provided by Lipper Inc.

Characteristics as of 01/31/2013

Number of holdings	576
Average maturity	53.0 days 
Weighted average life	88.0 days
Fund total net assets	\$120.1 billion

A money market mutual fund investment is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although a money market mutual fund seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in such a fund.

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Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

OFFICERS

President

Mary Anderson-Pickle

President-Elect

Diane Reichard

Secretary/Treasurer

Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Check Register of December 30, 2012

Executive Summary, Explanation or Background Information on Request
For review Vanguard Statements and CD report

Recommended Action:

Mary-Lou Pickles
Secretary/Treasurer

February 6, 2013
Date

FGFOA

Check Register

October - December

2012

Date	CK #	Type	Paid To/Rcvd From	Payment	Deposit
CKG		Operating - CCB Balance Forward			\$ 53,061.37
Deposits for October 2012					
10/19/2012	2985	CHK	The Gov't Consulting	\$ 2,000.00	\$ 57,510.00
10/19/2012	2986	CHK	My Office Products	\$ 612.70	
10/19/2012	2987	CHK	Rapid Press	\$ 908.73	
10/19/2012	2988	CHK	Awards 4 U	\$ 2,120.63	
10/31/2012	2932	CHK	Children's Society	Voided CK	\$ 320.00
10/31/2012	2903	CHK	Orange County Corrections	Voided CK	\$ 225.00
10/31/2012	2877	CHK	City of Jupiter	Voided CK	\$ 105.00
BANK FEES	SVC0000000478	SVC	Reconciliation Adjustment	\$ 762.08	
Deposits for November 2012					
11/2/2012	2989	CHK	Palm Beach Co Sheriff's Office	\$ 125.00	\$ 3,965.00
11/2/2012	2990	CHK	Larry Napier	\$ 2,000.00	
11/2/2012	2991	CHK	Graphateria	\$ 369.80	
11/8/2012	R00110	ACH	Florida League of Cities	\$ 27,478.82	
11/30/2012	2992	CHK	FEDEX	\$ 64.27	
11/30/2012	2993	CHK	GFOA	\$ 10.00	
11/30/2012	2994	CHK	Lucinda Howard	\$ 96.37	
11/30/2012	2995	CHK	Indian River County	\$ 150.00	
11/30/2012	2996	CHK	Jefferson County	\$ 150.00	
11/30/2012	2997	CHK	Lake Helen	\$ 225.00	
11/30/2012	2998	CHK	Palm Beach Co Sheriff's Office	\$ 180.00	
BANK FEES	SVC0000000479	SVC	Reconciliation Adjustment	\$ 1,691.79	
Deposits for December 2012					
12/10/2012	2994	CHK	Lucinda Howard	Voided CK	\$ 1,364.22
12/10/2012	R00111	ACH	Linda Howard	\$ 96.37	\$ 96.37
12/20/2012	2999	CHK	Shorstein & Shorstein	\$ 8,290.00	
12/20/2012	3000	CHK	Office Depot	\$ 33.57	

FGFOA

Check Register

October - December

2012

12/20/2012	3001 CHK	Graphateria	\$ 997.60	
	SVC0000000480 SVC	Reconciliation Adjustment	\$ 140.92	
			\$ 48,503.65	\$ 116,646.96
		Balance @ December 31, 2012	\$ 68,143.31	



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

OFFICERS

President

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Linda S. Howard

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James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: 2012 Fee Analysis

Executive Summary, Explanation or Background Information on Request

See attached report.

Recommended Action: Maintain current fee structure.

Mary-Lou Pickles
Secretary/Treasurer

January 29, 2013

Date

FGFOA FY 12 Fee Analysis February 2013

Background

At the February 6, 2004 meeting, the Board appointed an ad-hoc committee to conduct a comprehensive review of all FGFOA fees. Members of the Committee included Chris Lyons, Chair, Amy Elliot and Mark Fostier. The Committee presented their findings at the April 30, 2004 Board meeting, at which time the Board requested that the Secretary/Treasurer update the fee analysis model annually. In 2011, the Board requested the fee analysis be prepared following the completion of the Audited Financial Statements (March Board meeting). In May 2012, an ad hoc committee was established to explore options to lower the room rate for the 2013 Annual Conference. The committee recommended and the Board approved using net income (\$40,000) from the 2012 Annual Conference to lower the room rate. This one-time expense was not considered in the fee analysis of the 2013 Annual Conference program.

A listing of current fees charged by the FGFOA is provided in Exhibit 1.

Fee Analysis Rationale

The cost of each program as reflected in the FGFOA Annual Budget only includes the direct costs of each program. To arrive at the true cost of providing each program, certain administrative costs should be allocated to these programs. Then, the adequacy of each fee can be evaluated in reference to the total cost of providing the program.

The following administrative costs were allocated to the four programs offered (i.e., Annual Conference, SOGF, CGFO Program and Webinars/Seminars) based on estimates of staff time spent on each program by the Florida League of Cities (Exhibit 2):

- Standing Committees
- Professional Services
- Meeting Expenses

The following administrative costs were allocated to membership dues, investment income and miscellaneous income (Exhibit 3):

- Communication to Members
- Administrative Expenses
- Contributions

For FY12, the above administrative costs were allocated to the four programs offered (i.e., Annual Conference, SOGF, CGFO Program, and Webinars/Seminars as well as to General Administration (membership, website, e-bulletins, Board agendas, local chapters, etc.). The General Administration costs are allocated to membership dues, investment income and miscellaneous income (Exhibit 9).

Please find below a listing of the remaining exhibits:

- Exhibit 4 FGFOA Proposed Budget for the Year Ending June 30, 2013
- Exhibit 5 FGFOA Annual Conferences

FGFOA FY 12 Fee Analysis

February 2013

Page 2 of 4

Exhibit 6 FGFOA School of Governmental Finance

Exhibit 7 FGFOA CGFO Program

Exhibit 8 FGFOA Webinars/Seminars

Exhibit 9 FGFOA FY 13 Budget Analysis

Analysis and Recommendations

Please note that beginning in FY 12, the fee analysis was prepared using the June 30, 2012 audited financial statements.

FY 12

A summary of the results for FY 12 follows (Exhibit 4):

Revenues	\$ 560,902
Expenses	<u>540,003</u>
Increase (Decrease) in Net Assets	20,899
Net Assets - Beginning of Period	<u>268,002</u>
Net Assets - End of Period	<u>\$ 288,901</u>

Pursuant to the Net Asset Policy, the minimum and desired net asset balances are \$92,828 and \$185,656 respectively. The FY 12 ending net asset balance of \$288,901 is well above the desired net asset level and, therefore; was in compliance with the Net Asset Policy.

The following tables: Membership Dues vs. Member Costs and Revenue and Expenses by Program after the Administrative Cost allocation illustrates that fees were adequate during FY12.

Membership Dues vs. Member Costs/General Administration

Membership Dues	\$ 96,265	
Investment Income	871	
Miscellaneous Income	<u>1,485</u>	
		\$ 98,621
Communication to Members	\$ 3,832	
Administrative Expenses	25,315	
Contributions	<u>2,000</u>	
		<u>31,147</u>
SubTotal		\$ 67,474
Administrative Cost Allocation (General Administration)		<u>33,457</u>
Difference		<u>\$ 34,017</u>

	2012 Annual Conference	2011 SOGF	CGFO Program	Webinars / Seminars	Totals
Revenues	\$ 363,315	\$ 66,536	\$ 22,310	\$ 10,120	\$ 462,281
Expenses	315,343	68,838	147	13,003	397,331
Revenues less Expenses	\$ 47,972	\$ (2,302)	\$ 22,163	\$ (2,883)	\$ 64,950
Administrative Cost Allocation	22,305	16,729	22,305	16,729	78,068
Net Income (Loss)	<u>\$ 25,667</u>	<u>\$ (19,031)</u>	<u>\$ (142)</u>	<u>\$ (19,612)</u>	<u>\$ (13,118)</u>
Special Event Revenues	\$ 153,620				
Special Event Expenses	95,809				
Excess (Subsidy)	<u>\$ 57,811</u>				

FY 13

A summary of the FY13 Budget (inclusive of proposed amendments) follows (Exhibit 4):

Revenues	\$ 560,500
Expenses*	<u>680,018</u>
Increase (Decrease) in Net Assets	(119,518)
Net Assets - Beginning of Period	<u>288,901</u>
Net Assets - End of Period	<u>\$ 169,383</u>

**Includes one-time expense to subsidize the 2013 Annual Conference room rate \$40,000 (2,195-room nights X \$16 X 11%).*

Pursuant to the revised Net Asset Policy, the minimum and desired net asset balances are \$98,270 and \$196,539 respectively. The FY 13 projected ending net asset balance of \$169,383 is 13.8% below the desired net asset level. On the other hand, it is well above the minimum level of \$98,270 and the mid-point of \$147,404.

The following tables: Membership Dues vs. Member Costs and Revenue and Expenses by Program after the Administrative Cost allocation shows fees for the various programs that we provide do not cover projected administration costs by \$78,392. However, in expectation of increased costs associated with webinars, membership dues were increased by \$10 in July 2011. Therefore, a portion of the excess membership dues over costs including general administration should be considered as an offset to the loss shown in the webinar/seminar program. Currently, the dues increase is not being classified as revenue for this program. In the future, the Board may want to consider breaking this out for the fee analysis.

FGFOA FY 12 Fee Analysis

February 2013

Page 4 of 4

Membership Dues vs. Member Costs/General Administration

Membership Dues	\$ 94,000	
Investment Income	1,000	
Miscellaneous Income	500	
		\$ 95,500
Communication to Members	\$ 2,555	
Administrative Expenses	34,110	
Contributions	2,000	
		38,665
SubTotal		\$ 56,835
Administrative Cost Allocation (General Administration)		35,211
Difference		\$ 21,624

	*2013				
	Annual	2012 SOGF	CGFO	Webinars /	
	Conference	Actuals	Program	Seminars	Totals
Revenues	\$ 366,000	\$ 71,683	\$ 20,000	\$ 15,000	\$ 472,683
Expenses	394,600	55,933	2,500	15,880	468,913
Revenues less Expenses	\$ (28,600)	\$ 15,750	\$ 17,500	\$ (880)	\$ 3,770
Administrative Cost Allocation	23,475	17,606	23,475	17,606	82,162
Net Income (Loss)	\$ (52,075)	\$ (1,856)	\$ (5,975)	\$ (18,486)	\$ (78,392)
Special Event Revenues	\$ 160,000				
Special Event Expenses	156,000				
Excess (Subsidy)	\$ 4,000				

**Excludes one-time expense to subsidize the 2013 Annual Conference room rate \$40,000*

In summary, the FY 13 projected decrease in net assets including the \$40,000 planned spend down of net assets to subsidize the hotel room rate totals \$119,518 and will result in a net asset balance of \$169,383. Given, the FY 13 budget is based on conservative estimates and historically the actual increase/decrease in net assets has exceeded budget projections, fees for FY 13 are adequate. With the projected net asset balance falling below the desired the level, it appears that fees are on the verge of needing to be increased possibly as soon as FY 14.

Membership Dues

Active Membership	\$35	Increased in 2011
Associate Membership	35	
Retiree	35	
Student Membership	15	

Annual Conference

	<u>Early Fee</u>	<u>Regular Fee</u>
Registration Fees -		
Active Member	\$200	\$240
Associate Member	260	300
Non-Member	320	360
Corporate Sponsor/Exhibitor	225	265
Spouse/Guest	135	175
Pre-Conference Seminar -		
Active Member	\$90	\$130
Associate Member	130	170
Non-Member	165	205
Exhibitor Fee	\$1,500	

SOGF

	<u>Early Fee</u>	<u>Regular Fee</u>
Registration Fees -		
Active Member Basic	\$180	\$220
Associate Member Basic	245	285
Non-Member Basic	305	345
Active Member Inter./Advanced	170	210
Associate Member Inter./Advanced	230	270
Non-Member Inter./Advanced	285	325
Active Member Entire Week	280	320
Associate Member Entire Week	405	445
Non-Member Entire Week	520	560

CGFO Program

Application	\$50
Exam	30
Review Course	45
Renewals	40

Career Development Seminars

	<u>Early Fee</u>	<u>Regular Fee</u>
Registration Fees -		
Active Member	\$90	\$130
Associate Member	130	170
Non-Member	165	205

FGFOA Administrative Cost Allocation

		<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>
Standing Committees		\$4,872	\$4,972	\$5,531	\$6,288	\$4,500
Professional Services		83,035	85,312	88,085	90,887	95,373
Meeting Expenses		17,713	12,044	17,634	14,350	17,500
Total		<u>\$105,620</u>	<u>\$102,328</u>	<u>\$111,250</u>	<u>\$111,525</u>	<u>\$117,373</u>
Annual Conference	2012 20%	\$26,405	\$25,582	\$22,250	\$22,305	\$23,475
School of Government Finance	15%	15,843	15,349	16,688	16,729	17,606
CGFO	20%	21,124	20,466	22,250	22,305	23,475
Webinars/Seminars	15%	5,281	5,116	16,688	16,729	17,606
General Administration	30%	36,967	35,815	33,375	33,458	35,212
	<u>100%</u>	<u>\$105,620</u>	<u>\$102,328</u>	<u>\$111,251</u>	<u>\$111,526</u>	<u>\$117,374</u>

Membership Dues vs. Member Co:

	<u>FY 03</u>	<u>FY 04</u>	<u>FY 06</u>	<u>FY 07</u>	<u>FY 08</u>
Membership Dues	\$50,060	\$51,460	\$58,020	\$73,170	\$69,015
Investment Income	19,235	10,489	14,974	25,186	18,884
Miscellaneous Income	<u>1,432</u>	<u>226</u>	<u>55</u>	<u>197</u>	<u>230</u>
	\$70,727	\$62,175	\$73,049	\$98,553	
Communication to Members	\$32,951	\$41,081	\$29,642	\$29,380	\$26,373
Administrative Expenses	15,946	22,328	18,202	26,078	28,265
Contributions	<u>2,500</u>	<u>7,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,500</u>
	51,397	70,409	49,844	57,458	
Subtotal	<u>\$19,330</u>	<u>(\$8,234)</u>	<u>\$23,205</u>	<u>\$41,095</u>	

Administrative Cost Allocation (General Administration)

Difference

sts

<u>18</u>	<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
	\$70,575	\$70,115	\$68,565	\$96,265
	8,826	5,794	2,744	871
	40	2,640	358	1,485
\$88,129	\$79,441	\$78,549	\$71,667	\$98,621
	\$7,946	\$7,508	\$3,014	\$3,832
	24,921	24,348	26,718	25,315
	2,000	2,100	2,000	2,000
57,138	34,867	33,956	31,732	31,147
<u>\$30,991</u>	<u>\$44,574</u>	<u>\$44,593</u>	<u>\$39,935</u>	<u>\$67,474</u>
	<u>36,967</u>	<u>35,815</u>	<u>33,375</u>	<u>33,458</u>
	7,607	8,778	6,560	34,016

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Exhibit 4

Proposed

Budget for the Year Ending June 30, 2013

**Approved May 9, 2012,
Amended 11/14/2012,
Proposed 2/15/2013**

	2011-2012	2011-2012	2012-2013
	Amended Budget	Actual as of 6/30/12	07/01/2012 - 06/30/2013 Proposed 02/15/2013
REVENUES			
Membership Dues	94,000	96,265	94,000
Investment Income	3,000	871	1,000
Annual Conference	367,000	363,315	366,000
School of Governmental Finance	64,000	66,536	64,000
Pre-Conference Seminar	15,000	10,120	15,000
CGFO Fees	20,000	22,310	20,000
Miscellaneous Income	500	1,485	500
TOTAL REVENUES	563,500	560,902	560,500
EXPENSES			
Expenses related to training/education			
Conference Expenses	374,100	315,343	434,600
School of Governmental Finance	64,000	68,838	64,000
Career Development Seminars/FSS/NASBA Fees	880	13,003	15,880
CGFO Printing & Mailing	500	147	500
CGFO March Review & rewrite	0	0	2,000
Local Chapter Support	0	0	0
Total - Training Expenses	439,480	397,331	516,980
Standing Committees:			
Standing Committee Meetings	1,000	973	1,000
All Committee Mtgs @ Conference	3,500	5,315	3,500
Total - Standing Committees	4,500	6,288	4,500
Communication to Members			
Internet Homepage	55	0	55
Directory Printing	0	0	0
Newsletter (includes mailing)	0	0	0
Postage & Mailing	1,500	2,388	1,500
Printing & Duplicating	1,000	1,444	1,000
Total Communication to members	2,555	3,832	2,555
Professional Services:			
Florida League of Cities, Inc.	82,937	82,937	87,083
Auditor Fees	8,017	7,950	8,290
Total - Professional Services	90,954	90,887	95,373
Meeting Expenses:			
Board of Directors	7,000	8,754	7,000
Strategic Planning	6,000	3,496	6,000
GFOA Conference	4,000	2,100	4,000
Conference Exhibitions	0	0	0
Chapter visitation by officers	500	0	500
Total Meeting Expenses	17,500	14,350	17,500
Administrative Expenses:			
Insurance Expense	3,800	3,622	3,800
List Serve - ongoing fees	3,000	3,348	3,000
Filings & Registrations	60	61	60
Staff Travel	2,500	2,682	3,000
75th Anniversary	0	0	7,500
Student Promotion	0	0	2,250
GFOA Reception	0	0	5,000
Miscellaneous Expense	6,000	2,976	6,000
Depreciation	500	348	500
Credit Card Terminal	10,000	12,278	10,000
Total - Administrative Expenses	25,860	25,315	41,110
Contributions:			
GASB Contribution:	2,000	2,000	2,000
Total - Contributions	2,000	2,000	2,000
TOTAL EXPENSES	582,849	540,003	680,018
Increase (Decrease) in Net Assets	(19,349)	20,899	(119,518)

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.
Proposed
Budget for the Year Ending June 30, 2013

Exhibit 4

**Approved May 9, 2012,
Amended 11/14/2012,
Proposed 2/15/2013**

Net Assets-Beginning of Period

Net Assets-End of Period

2011-2012 Amended Budget	2011-2012 Actual as of 6/30/12	2012-2013 07/01/2012 - 06/30/2013 Proposed 02/15/2013
268,002	268,002	288,901
248,653	288,901	169,383

FY 12 Actual

Revenues \$ 560,902

Expenses 540,003

Increase (Decrease) in Net Assets 20,899

Net Assets - Beginning of Period 268,002

Net Assets - End of Period \$ 288,901

Revenues \$ 560,500

Expenses* 680,018

Increase (Decrease) in Net Assets (119,518)

Net Assets - Beginning of Period 288,901

Net Assets - End of Period \$ 169,383

**Includes one-time expense to subsidize the 2013 Annual Conference room rate \$40,000 (2,195 room nights X \$16 X 11%).*

FGFOA Annual Conference

	2009 Tampa	2010 Orlando	2011 Boca Raton	2012 Orlando	2013 Boca Raton
Revenues	\$415,231	\$386,405	\$377,717	\$363,315	\$366,000
Expenses	376,326	353,228	320,347	315,206	394,600
Revenues less Expenses	<u>38,905</u>	<u>33,177</u>	<u>57,370</u>	<u>48,109</u>	<u>(28,600)</u>
Administrative Cost Allocation	26,405	25,582	22,250	22,305	23,475
Net Income (Loss)	<u>\$12,500</u>	<u>\$7,595</u>	<u>\$35,120</u>	<u>\$25,804</u>	<u>(\$52,075)</u>
No. of Participants	926	871	919	864	850
<u>Special Events Revenues ⁽¹⁾</u>					
Exhibitor Fees	135,305	135,900	142,475	146,225	150,000
Extra Tickets	5,040	4,240	4,105	3,345	5,000
Golf	<u>2,220</u>	<u>4,320</u>	<u>5,040</u>	<u>4,050</u>	<u>5,000</u>
	\$142,565	\$144,460	\$151,620	\$153,620	\$160,000
<u>Special Events Expenses ⁽¹⁾</u>					
Golf Tournament	2,195	4,229	4,590	4,007	5,000
Association Night	45,514	17,493	42,243	0	45,000
Tuesday Event	59,047	72,661	35,959	71,539	75,000
Hospitality Suite	27,476	12,982	15,344	13,208	20,000
President's Reception	10,577	6,607	10,029	6,171	10,000
Walking Tour	<u> </u>	<u> </u>	<u>948</u>	<u>884</u>	<u>500</u>
	144,809	113,972	109,113	95,809	155,500
Excess (Subsidy)	<u>(\$2,244)</u>	<u>\$30,488</u>	<u>\$42,507</u>	<u>\$57,811</u>	<u>\$4,500</u>
Average Registration per Participant	\$217	\$219	\$222	\$223	\$224
Hotel Commissions, Corporate Registration, and Other Income per Participant	<u>77</u>	<u>58</u>	<u>24</u>	<u>20</u>	<u>19</u>
	\$294	\$277	\$246	\$243	\$242
Cost per Participant (Excluding Special Events & Administrative Cost Allocation) ⁽²⁾	\$250	\$275	\$230	\$254	\$281
Cost per Participant (Excluding Special Events) ⁽³⁾	\$279	\$304	\$254	\$280	\$309

⁽¹⁾ Amounts are included in revenues and expenses shown above

⁽²⁾ For 2012, \$315,206 minus \$95,809 equals \$219,397 divided by 864 equals \$254

⁽³⁾ For 2012, \$315,206 plus \$22,305 minus \$95,809 equals \$241,702 divided by 864 equals \$280

FY 2013 expense \$379,600 excludes \$40,000 one-time expense for room rate subsidy

FGFOA School of Governmental Finance

	2007 Palm Beach Gardens	2008 St. Petersburg	2009 St. Petersburg	2010 St. Augustine	2011 St. Augustine
Revenues	\$73,199	\$78,259	\$75,340	\$63,888	\$66,536
Expenses	93,593	69,165	70,759	64,827	68,838
Revenues Less Expenses	(20,394)	9,094	4,581	(939)	(2,302)
Administrative Cost Allocation	31,234	15,843	15,349	16,688	16,729
Net Income (Loss)	(\$51,628)	(\$6,749)	(\$10,768)	(\$17,627)	(\$19,031)
No. of Participants	293	348	319	250	262
Special Event Expenses ⁽¹⁾					
Golf	0	0	0	0	0
Hospitality Suite	2,713	2,080	1,659	1,534	1,578
	2,713	2,080	1,659	1,534	1,578
Excess (Subsidy)	(\$2,713)	(\$2,080)	(\$1,659)	(\$1,534)	(\$1,578)
Average Registration per Participant	\$232	\$195	\$213	\$210	\$213
Hotel Commission per Participant	0	30	33	45	45
	\$232	\$225	\$246	\$255	\$258
Cost per Participant (Excluding Special Events & Administrative Cost Allocation) ⁽²⁾	\$310	\$193	\$217	\$253	\$257
Cost per Participant (Excluding Special Events) ⁽³⁾	\$417	\$238	\$265	\$320	\$321

⁽¹⁾ Amounts are included in revenues and expenses shown above

⁽²⁾ For 2012, \$68,838 minus \$1,578 equals \$67,260 divided by 262 equals \$257

⁽³⁾ For 2012, \$68,838 plus \$16,729 minus \$1,578 equals \$83,989 divided by 262 equals \$321

FGFOA CGFO Program

	<u>FY 08</u>	<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Revenues	\$30,795	\$22,705	\$26,100	\$18,725	\$22,310
Expenses ⁽¹⁾	7,662	451	2,324	5,077	147
Revenues less Expenses	<u>23,133</u>	<u>22,254</u>	<u>23,776</u>	<u>13,648</u>	<u>22,163</u>
Administrative Cost Allocation	20,822	21,124	20,466	22,250	22,305
Net Income (Loss)	<u>\$2,311</u>	<u>\$1,130</u>	<u>\$3,310</u>	<u>(\$8,602)</u>	<u>(\$142)</u>

<u>Revenue Detail</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>
Applications (\$50)	43	\$2,150	28	\$1,400	30	\$1,500	36	\$1,800	48	\$2,400
Exams (\$30)	339	10,170	262	7,860	244	7,320	201	6,030	205	6,150
Review Courses ⁽²⁾ (\$45)	387	15,480	181	8,225	244	10,940	155	6,975	176	7,920
Renewals (\$40)	70	2,975	128	5,220	151	6,340	98	3,920	146	5,840

⁽¹⁾ Expenses do not include expenses for refreshment breaks, speaker gifts for review course instructors and the hospitality suite provided to CGFO Program participants by the SOGF.

⁽²⁾ Fees were increased from \$40 to \$45 during Fiscal Year 2009.

FGFOA Career Development Seminars
FY 12

	Pre- Conference Orlando	TOTALS
Revenues	10,120	10,120
Expenses	<u>12,343</u>	<u>12,343</u>
Revenues less Expenses	0 (2,223)	(2,223)
Administrative Cost Allocation		\$2,509
Net Income (Loss)		(4,732)
 No. of Participants	 107	 107
Average Registration per Participant	\$95	\$95
Cost per Participant	116	116
Cost per Participant including Administrative Cost Allocation		\$139

FGFOA FY 11 Actual Analysis

Exhibit 9

Administrative Cost Allocation

Standing Committees	\$	6,288
Professional Services		90,887
Meeting Expenses		14,350
Total	\$	111,525

Annual Conference	20%	\$	22,305
School of Governmental Finance	15%		16,729
CGFO	20%		22,305
Webinars / Seminars	15%		16,729
General Administration	30%		33,457
		\$	111,525

Membership Dues vs. Member Costs/General Administration

Membership Dues	\$	96,265
Investment Income		871
Miscellaneous Income		1,485
	\$	98,621

Communication to Members	\$	3,832
Administrative Expenses		25,315
Contributions		2,000
		31,147

SubTotal	\$	67,474
Administrative Cost Allocation (General Administration)		33,457
Difference	\$	34,017

	2012 Annual Conference	2011 SOGF	CGFO Program	Webinars / Seminars	Totals
Revenues	\$ 363,315	\$ 66,536	\$ 22,310	\$ 10,120	\$ 462,281
Expenses	315,343	68,838	147	13,003	397,331
Revenues less Expenses	\$ 47,972	\$ (2,302)	\$ 22,163	\$ (2,883)	\$ 64,950
Administrative Cost Allocation	22,305	16,729	22,305	16,729	78,068
Net Income (Loss)	\$ 25,667	\$ (19,031)	\$ (142)	\$ (19,612)	\$ (13,118)
Special Event Revenues	\$ 153,620				
Special Event Expenses	95,809				
Excess (Subsidy)	\$ 57,811				

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.
2013 Annual Conference Budget
BOCA

		920	850	864	850	850
		2011 Boca	2012 Orlando	2012 Orlando	Boca	Boca
	FEE	Actual		Actual	Approved 08/29/2012	Proposed Budget - without Monday Lunch
OTHER REVENUE						
Contributions - South Florida		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Exhibitor Fees		\$142,475.00	\$150,000.00	\$146,225.00	\$150,000.00	\$150,000.00
Extra Tickets All Events		\$4,105.00	\$5,000.00	\$3,345.00	\$5,000.00	\$5,000.00
Corporate Registration	225	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Corporate Late Registrations	265	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Golf		\$5,130.00	\$5,000.00	\$4,050.00	\$5,000.00	\$5,000.00
Hotel Commissions (1)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cancellation Fees		\$320.00	\$1,000.00	\$640.00	\$1,000.00	\$1,000.00
Ethics Income		\$9,730.00	\$8,000.00	\$7,745.00	\$8,000.00	\$8,000.00
Hotel Rebate		\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Room Credits (2)		\$6,767.00	\$8,000.00	\$8,930.00	\$7,000.00	\$7,000.00
TOTAL OTHER REVENUE		\$173,527.00	\$177,000.00	\$170,935.00	\$176,000.00	\$176,000.00
REGISTRATIONS						
Member Registrations	200	\$125,200.00	\$190,000.00	\$121,000.00	\$190,000.00	\$190,000.00
Member Late Registrations	240	\$11,520.00	\$0.00	\$7,440.00	\$0.00	\$0.00
Associate Registrations	260	\$42,380.00	\$0.00	\$39,520.00	\$0.00	\$0.00
Associate Late Registrations	300	\$4,500.00	\$0.00	\$8,100.00	\$0.00	\$0.00
Non-Member Registrations	320	\$11,520.00	\$0.00	\$10,560.00	\$0.00	\$0.00
Non-Member Late Registrations	360	\$10,800.00	\$0.00	\$5,760.00	\$0.00	\$0.00
Guest Registration	n/a	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Guest Late Registrations	n/a	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REGISTRATIONS		\$205,920.00	\$190,000.00	\$192,380.00	\$190,000.00	\$190,000.00
TOTAL REVENUES		\$379,447.00	\$367,000.00	\$363,315.00	\$366,000.00	\$366,000.00
EXPENSE						
INSTRUCTIONAL						
Equipment Rental		\$16,151.00	\$20,000.00	\$14,244.00	\$20,000.00	\$20,000.00
Speaker's per diem/honorarium		\$7,406.00	\$7,500.00	\$4,909.00	\$10,000.00	\$10,000.00
Refreshment Breaks		\$76,290.00	\$80,000.00	\$88,426.00	\$80,000.00	\$80,000.00
Tuesday Business Luncheon		\$29,514.00	\$35,000.00	\$35,220.00	\$41,000.00	\$41,000.00
Monday Lunch		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INSTRUCTIONAL EXPENSE		\$129,361.00	\$142,500.00	\$142,799.00	\$151,000.00	\$151,000.00
SPECIAL EVENTS						
Golf Tournament		\$4,590.00	\$5,000.00	\$4,007.00	\$5,000.00	\$5,000.00
Opening Ceremony		\$300.00	\$500.00	\$300.00	\$500.00	\$500.00
Association Night Reception		\$41,943.00	\$25,000.00	\$0.00	\$45,000.00	\$45,000.00
Ethics Course Expense		\$9,240.00	\$8,000.00	\$8,082.00	\$8,000.00	\$8,000.00
Tuesday Event		\$35,959.00	\$76,000.00	\$71,539.00	\$75,000.00	\$75,000.00
Hospitality Food, Beverages & Supplies		\$15,344.00	\$20,000.00	\$13,208.00	\$20,000.00	\$20,000.00
President's Reception		\$10,029.00	\$10,000.00	\$6,171.00	\$10,000.00	\$10,000.00
Walking Tour/ Childrens events		\$0.00	\$500.00	\$884.00	\$500.00	\$500.00
TOTAL SPECIAL EVENTS EXPENSE		\$117,405.00	\$145,000.00	\$104,191.00	\$164,000.00	\$164,000.00
SPECIAL CONFERENCE EXPENSES						
Room Rate By Down		\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
Host Committee Shirts		\$0.00	\$600.00	\$913.00	\$600.00	\$600.00
Welcome Bags		\$3,091.00	\$5,000.00	\$2,427.00	\$5,000.00	\$5,000.00
Speaker Gifts		\$2,386.00	\$3,500.00	\$3,491.00	\$3,500.00	\$3,500.00
Transportation & other		\$4,700.00	\$6,000.00	\$3,240.00	\$6,000.00	\$6,000.00
TOTAL SPECIAL CONFERENCE EXPENSES		\$10,177.00	\$15,100.00	\$10,071.00	\$15,100.00	\$55,100.00
REGISTRATION/MAILINGS						

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.
2013 Annual Conference Budget
BOCA

	920	850	864	850	850
	2011 Boca	2012 Orlando	2012 Orlando	Boca	Boca
FEE	Actual		Actual	Approved 08/29/2012	Proposed Budget - without Monday Lunch
Postage	\$139.00	\$0.00	\$22.00	\$0.00	\$0.00
Printing/Duplicating	\$7,018.00	\$5,000.00	\$4,221.00	\$5,000.00	\$5,000.00
Office Supplies	\$2,198.00	\$2,000.00	\$3,436.00	\$2,000.00	\$2,000.00
Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL REGISTRATION/MAILING EXPENSE	\$9,355.00	\$7,000.00	\$7,679.00	\$7,000.00	\$7,000.00
EXHIBITOR					
Security	\$496.00	\$1,000.00	\$544.00	\$1,000.00	\$1,000.00
Service	\$8,662.00	\$10,000.00	\$6,668.00	\$10,000.00	\$10,000.00
TOTAL EXHIBITOR EXPENSES	\$9,158.00	\$11,000.00	\$7,212.00	\$11,000.00	\$11,000.00
STAFF EXPENSES	\$8,705.00	\$15,000.00	\$8,979.00	\$10,000.00	\$10,000.00
OTHER					
Miscellaneous	\$2,244.00	\$5,000.00	\$3,123.00	\$5,000.00	\$5,000.00
Meeting Planner Services	\$27,510.00	\$26,000.00	\$25,920.00	\$26,000.00	\$26,000.00
Cancellation Insurance	\$1,468.00	\$1,500.00	\$1,465.00	\$1,500.00	\$1,500.00
Internet Café - High Speed Connections	\$3,008.00	\$6,000.00	\$3,767.00	\$4,000.00	\$4,000.00
WiFi in Reception & Exhibit Hall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bank Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Attrition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Chapter Presidents Reception	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL OTHER EXPENSES	\$34,230.00	\$38,500.00	\$34,275.00	\$36,500.00	\$36,500.00
TOTAL EXPENSES	\$318,391.00	\$374,100.00	\$315,206.00	\$394,600.00	\$434,600.00
NET INCOME	\$61,056.00	(\$7,100.00)	\$48,109.00	(\$28,600.00)	(\$68,600.00)

**FGFOA FY 13
Budget Analysis**

goes in word document

Administrative Cost Allocation

Standing Committees	\$4,500
Professional Services	95,373
Meeting Expenses	17,500
Total	<u>\$117,373</u>

Annual Conference	20%	\$23,475
School of Governmental Finance	15%	17,606
CGFO	20%	23,475
Webinars/Seminars	15%	17,606
General Administration	30%	35,211
		<u>\$117,373</u>

Membership Dues vs. Member Costs/General Administration

Membership Dues	\$ 94,000	
Investment Income	1,000	
Miscellaneous Income	500	
	<u> </u>	\$ 95,500
Communication to Members	\$ 2,555	
Administrative Expenses	34,110	
Contributions	2,000	
	<u> </u>	38,665
SubTotal		\$ 56,835
Administrative Cost Allocation (General Administration)		35,211
Difference		<u>\$ 21,624</u>

	*2013 Annual Conference	2012 SOGF Actuals	CGFO Program	Webinars / Seminars	Totals
Revenues	\$ 366,000	\$ 71,683	\$ 20,000	\$ 15,000	\$ 472,683
Expenses	394,600	55,933	2,500	15,880	468,913
Revenues less Expenses	\$ (28,600)	\$ 15,750	\$ 17,500	\$ (880)	\$ 3,770
Administrative Cost Allocation	23,475	17,606	23,475	17,606	82,162
Net Income (Loss)	<u>\$ (52,075)</u>	<u>\$ (1,856)</u>	<u>\$ (5,975)</u>	<u>\$ (18,486)</u>	<u>\$ (78,392)</u>
Special Event Revenues	\$ 160,000				
Special Event Expenses	156,000				
Excess (Subsidy)	<u>\$ 4,000</u>				

**Excludes one-time expense to subsidize the 2013 Annual Conference room rate \$40,000*

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Proposed

Budget for the Year Ending June 30, 2013

07/01/2012 - 06/30/2013

approved May 9, 2012

revised 02/15/2013

REVENUES

	2011-2012 Amended Budget	2011-2012 Actual as of 6/30/12	2012-2013 07/01/2012 - 06/30/2012	2012-2013 07/01/2012 - 06/30/2013 Revised 07/20/2012	2012-2013 07/01/2012 - 06/30/2013 Revised 11/14/2012	2012-2013 07/01/2012 - 06/30/2013 Proposed 02/15/2013
Membership Dues	94,000	96,265	94,000	94,000	94,000	94,000
Investment Income	3,000	871	1,000	1,000	1,000	1,000
Annual Conference	367,000	363,315	366,000	366,000	366,000	366,000
School of Governmental Finance	64,000	66,536	64,000	64,000	64,000	64,000
Pre-Conference Seminar	15,000	10,120	15,000	15,000	15,000	15,000
CGFO Fees	20,000	22,310	20,000	20,000	20,000	20,000
Miscellaneous Income	500	1,485	500	500	500	500
TOTAL REVENUES	563,500	560,902	560,500	560,500	560,500	560,500

2,685.71

EXPENSES

Expenses related to training/education						
Conference Expenses	374,100	315,343	374,100	379,600	434,600	434,600
School of Governmental Finance	64,000	68,838	64,000	64,000	64,000	64,000
Career Development Seminars/FSS/NASBA Fees	880	13,003	880	15,880	15,880	15,880
CGFO Printing & Mailing	500	147	500	500	500	500
CGFO March Review & rewrite	0	0	0	0	0	2,000
Local Chapter Support	0	0	0	0	0	0
Total - Training Expenses	439,480	397,331	439,480	459,980	514,980	516,980
Standing Committees:						
Standing Committee Meetings	1,000	973	1,000	1,000	1,000	1,000
All Committee Mtgs @ Conference	3,500	5,315	3,500	3,500	3,500	3,500
Total - Standing Committees	4,500	6,288	4,500	4,500	4,500	4,500
Communication to Members						
Internet Homepage	55	0	55	55	55	55
Directory Printing	0	0	0	0	0	0
Newsletter (includes mailing)	0	0	0	0	0	0
Postage & Mailing	1,500	2,388	1,500	1,500	1,500	1,500
Printing & Duplicating	1,000	1,444	1,000	1,000	1,000	1,000
Total Communication to members	2,555	3,832	2,555	2,555	2,555	2,555
Professional Services:						
Florida League of Cities, Inc.	82,937	82,937	87,083	87,083	87,083	87,083
Auditor Fees	8,017	7,950	8,290	8,290	8,290	8,290
Total - Professional Services	90,954	90,887	95,373	95,373	95,373	95,373
Meeting Expenses:						
Board of Directors	7,000	8,754	7,000	7,000	7,000	7,000
Strategic Planning	6,000	3,496	6,000	6,000	6,000	6,000
GFOA Conference	4,000	2,100	4,000	4,000	4,000	4,000
Conference Exhibitions	0	0	0	0	0	0
Chapter visitation by officers	500	0	500	500	500	500
Total Meeting Expenses	17,500	14,350	17,500	17,500	17,500	17,500
Administrative Expenses:						
Insurance Expense	3,800	3,622	3,800	3,800	3,800	3,800
List Serve - ongoing fees	3,000	3,348	3,000	3,000	3,000	3,000
Filings & Registrations	60	61	60	60	60	60
Staff Travel	2,500	2,682	3,000	3,000	3,000	3,000
75th Anniversary	0	0	0	7,500	7,500	7,500
Student Promotion	0	0	0	250	2,250	2,250
GFOA Reception	0	0	0	0	5,000	5,000
Miscellaneous Expense	6,000	2,976	6,000	6,000	6,000	6,000
Depreciation	500	348	500	500	500	500
Credit Card Terminal	10,000	12,278	10,000	10,000	10,000	10,000
Total - Administrative Expenses	25,860	25,315	26,360	34,110	41,110	41,110
Contributions:						
GASB Contribution:	2,000	2,000	2,000	2,000	2,000	2,000
Total - Contributions	2,000	2,000	2,000	2,000	2,000	2,000
TOTAL EXPENSES	582,849	540,003	587,768	616,018	678,018	680,018
Increase (Decrease) in Net Assets	(19,349)	20,899	(27,268)	(55,518)	(117,518)	(119,518)

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Proposed

Budget for the Year Ending June 30, 2013

07/01/2012 - 06/30/2013
approved May 9, 2012
revised 02/15/2013

Net Assets-Beginning of Period

Net Assets-End of Period

2011-2012 Amended Budget	2011-2012 Actual as of 6/30/12		2012-2013 07/01/2012 - 06/30/2012	2012-2013 07/01/2012 - 06/30/2013 Revised 07/20/2012	2012-2013 07/01/2012 - 06/30/2013 Revised 11/14/2012	2012-2013 07/01/2012 - 06/30/2013 Proposed 02/15/2013
268,902	268,902		288,901	288,901	288,901	288,901
248,653	288,901		261,633	233,383	171,383	169,383

FY 12 Actual

Revenues \$ 560,902

Expenses 540,003

Increase (Decrease) in Net Assets 20,899

Net Assets - Beginning of Period 268,002

Net Assets - End of Period \$ 288,901

FY 13 Budget

Expenses* \$ 560,500

680,018

Increase (Decrease) in Net Assets (119,518)

Net Assets - Beginning of Period 288,901

Net Assets - End of Period \$ 169,383

*Includes one-time expense to subsidize the 2013 Annual Conference room rate \$40,000 (2,195 room nights X \$16 X 11%).

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Proposed

Budget for the Year Ending June 30, 2013

**07/01/2012 - 06/30/2013 approved
May 9, 2012 revised 07/20/2012 &
11/14/2012 & proposed 02/15/2013**

REVENUES

	2011-2012	2011-2012	2012-20013	2012-20013	2012-20013	2012-20013
	Budget -- 08/26/2011 07/01/2011 - 06/30/2012	Actual as of 6/30/12	07/01/2012 - 06/30/2012	07/01/2012 - 06/30/2013 Revised 07/20/2012	07/01/2012 - 06/30/2013 Revised 11/14/2012	07/01/2012 - 06/30/2013 Proposed 02/15/2013
Membership Dues	94,000	96,265	94,000	94,000	94,000	94,000
Investment Income	3,000	871	1,000	1,000	1,000	1,000
Annual Conference	367,000	363,315	366,000	366,000	366,000	366,000
School of Governmental Finance	64,000	66,536	64,000	64,000	64,000	64,000
Pre-Conference Seminar	15,000	10,120	15,000	15,000	15,000	15,000
CGFO Fees	20,000	22,310	20,000	20,000	20,000	20,000
Miscellaneous Income	500	1,485	500	500	500	500
TOTAL REVENUES	563,500	560,902	560,500	560,500	560,500	560,500

EXPENSES

Expenses related to training/education						
Conference Expenses	374,100	315,343	374,100	374,100	434,600	434,600
School of Governmental Finance	64,000	68,838	64,000	64,000	64,000	64,000
Career Development Seminars/FSS/NASBA Fees	880	13,003	880	880	880	15,880
CGFO Printing & Mailing	500	147	500	500	500	500
CGFO March Review & rewrite	0	0	0	0	0	2,000
Local Chapter Support	0	0	0	0	0	0
Total - Training Expenses	439,480	397,331	439,480	439,480	499,980	516,980
Standing Committees:						
Standing Committee Meetings	1,000	973	1,000	1,000	1,000	1,000
All Committee Mtgs @ Conference	3,500	5,315	3,500	3,500	3,500	3,500
Total - Standing Committees	4,500	6,288	4,500	4,500	4,500	4,500
Communication to Members						
Internet Homepage	55	0	55	55	55	55
Directory Printing	0	0	0	0	0	0
Newsletter (includes mailing)	0	0	0	0	0	0
Postage & Mailing	1,500	2,388	1,500	1,500	1,500	1,500
Printing & Duplicating	1,000	1,444	1,000	1,000	1,000	1,000
Total Communication to members	2,555	3,832	2,555	2,555	2,555	2,555
Professional Services:						
Florida League of Cities, Inc.	82,937	82,937	87,083	87,083	87,083	87,083
Auditor Fees	8,017	7,950	8,290	8,290	8,290	8,290
Total - Professional Services	90,954	90,887	95,373	95,373	95,373	95,373
Meeting Expenses:						
Board of Directors	7,000	8,754	7,000	7,000	7,000	7,000
Strategic Planning	6,000	3,496	6,000	6,000	6,000	6,000
GFOA Conference	4,000	2,100	4,000	4,000	4,000	4,000
Conference Exhibitions	0	0	0	0	0	0
Chapter visitation by officers	500	0	500	500	500	500
Total Meeting Expenses	17,500	14,350	17,500	17,500	17,500	17,500
Administrative Expenses:						
Insurance Expense	3,800	3,622	3,800	3,800	3,800	3,800
List Serve - ongoing fees	3,000	3,348	3,000	3,000	3,000	3,000
Filings & Registrations	60	61	60	60	60	60
Staff Travel	2,500	2,682	3,000	3,000	3,000	3,000
75th Anniversary	0	0	0	7,500	7,500	7,500
Student Scholarship & Promotion	0	0	0	250	2,250	2,250
GFOA Reception	0	0	0	0	5,000	5,000
Miscellaneous Expense	6,000	2,976	6,000	6,000	6,000	6,000
Depreciation	500	348	500	500	500	500
Credit Card Terminal	10,000	12,278	10,000	10,000	10,000	10,000
Total - Administrative Expenses	25,860	25,315	26,360	34,110	41,110	41,110
Contributions:						
GASB Contribution:	2,000	2,000	2,000	2,000	2,000	2,000
Total - Contributions	2,000	2,000	2,000	2,000	2,000	2,000
TOTAL EXPENSES	582,849	540,003	587,768	595,518	663,018	680,018
Increase (Decrease) in Net Assets	(19,349)	20,899	(27,268)	(35,018)	(102,518)	(119,518)
Net Assets-Beginning of Period	268,002	268,002	69 288,901	288,901	288,901	288,901

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Proposed

Budget for the Year Ending June 30, 2013

**07/01/2012 - 06/30/2013 approved
May 9, 2012 revised 07/20/2012 &
11/14/2012 & proposed 02/15/2013**

2011-2012	2011-2012	2012-20013	2012-20013	2012-20013	2012-20013
Budget -- 08/26/2011 07/01/2011 - 06/30/2012	Actual as of 6/30/12	07/01/2012 - 06/30/2012	07/01/2012 - 06/30/2013 Revised 07/20/2012	07/01/2012 - 06/30/2013 Revised 11/14/2012	07/01/2012 - 06/30/2013 Prposed 02/15/2013
248,653	288,901	261,633	253,883	186,383	169,383

Net Assets-End of Period

MINIMUM NET ASSETS CHECK

Minimum Net Assets - two (2) months of average operating expenses for the prior three (3) years.

Desired Net Assets - four (4) months of average operating expenses for the prior three (3) years.

If the actual Net Assets begins to approximate or falls below the Minimum Net Assets Amount, the Board of Directors shall take appropriate action to restore the Net Assets Amount to the Desired Net Assets amount.

This action should take into consideration relevant circumstances at that time and include, but not be limited to, appropriate expenditure reductions and/or revenue adjustments.

* Updated for NEW Net Assets policy as of 02/05/2009.

Net Assets Check					
	2009	2010	2011	Budgeted 2012	Budgeted 2013
Operating Expenses	610,870	582,069	548,830	540,003	680,018
Average Three Year Expenses				556,967	589,617
Minimum Net Assets - Two months				92,828	98,270
Desired Net Assets - Four Months				185,656	196,539
Middle				139,242	147,404
Budgeted Fund Balance				248,653	169,383

This is just a history - do not need.

Net Assets Check								
	2006	2007	2008	2009	2010	2011	Budgeted 2012	Budgeted 2013
Operating Expenses	624,047	705,870	645,814	610,870	582,069	548,830	540,003	680,018
Average Three year expenses							556,967	589,617
Minimum Fund Balance - Two months							92,828	98,270
Desired Fund Balance - Four Months							185,656	196,539
Middle							139,242	147,404
Budgeted Fund Balance							248,653	169,383

**FLC Staff time allocation
2012-2013**

Conference	20%	17,416.60
School	15%	13,062.45
Memberships	10%	8,708.30
CGFO Program	20%	17,416.60
Board/Committees	10%	8,708.30
Webinars / Seminars	15%	13,062.45
Website	<u>10%</u>	8,708.30
	100%	87,083.00

July 1, 2009 – June 30, 2010	\$78,177
July 1, 2010 – June 30, 2011	\$80,522
July 1, 2011 – June 20, 2012	\$82,937
July 1, 2012 - June 30, 2013	\$87,083



Florida Government Finance Officers Association, Inc.
Membership Involvement Ad-hoc Committee
2012-2013

CHAIR

Sarah Koser

COMMITTEE MEMBERS

Eileen Clark
Cynthia Gardner
Nicole Gasparri
Linda Howard
Jennifer Howland
Peggy McGarrity
Diane Reichard
Jamie Roberson
Minal Shah
Scott Simpson
Allison Teslia

Meeting Date: February 15, 2013

Title of Item: Committee Update

Executive Summary, Explanation or Background:

The committee members continue to strive to meet the goals set by the Board. We gained two additional members to the committee since the last Board meeting: Minal Shah and Allison Teslia.

Student Outreach

Visitations continue with a total of 14 visits either scheduled or completed. Goal of 10 visitations will not be a problem for this committee to reach.

UCF has a Free Public Service Career Showcase on April 15, 2013. There are no fees for participation in the event. We were provided a formal invitation to participate and will be hosting a table at that event. UCF also has their Statewide Job Fair (tentatively set for May 9th). There may be a fee for setup at this event of approximately \$600-700.

Events Scheduled (as of agenda item date):

February 15 – Linda Howard – FAMU – NABA - Tallahassee
February 20 – Jamie Roberson – USF – Beta Alpha Psi – Tampa
March 12 – Linda Howard – Jacksonville University - NABA – Jacksonville
April 5 – Jim Lewin – Florida Gulf Coast University – Beta Alpha Psi – Ft. Myers
April 15 – Sarah Koser, Linda Howard, Jamie Roberson, Peggy McGarrity – UCF – Public Service Career Showcase – Orlando
May 9 – (attendees undetermined) – UCF - Statewide Career Fair –Orlando

Scholarship

Scholarship applications are being distributed at visitations and are available on-line.

The sub-committee has prepared an amended application and a scoring sheet for use in awarding the scholarships, copies of which are included in the packet for Board review and approval.

Recommended Action:

Motion to approve the following:

- Approve the amended scholarship application.
- Approve the scoring sheet for use in determination of scholarship awards.
- Approve amending the budget to include \$700 for potential participation fees for the UCF Statewide Job Fair, if there are fees associated with event.

Sarah C. Koser

Chair

January 23, 2013

Date

FGFOA SCHOLARSHIP APPLICATION

Annual Conference/School of Government Finance (SOGF)/College Tuition

Scholarship Information and Application Instructions:

The Florida Government Finance Officers Association (FGFOA) is a professional organization that promotes networking, and continuing education credits through website training, seminars, and conferences. The training events, which cover all aspects of government finance, are designed to provide knowledge to financial administration staff of municipalities, counties, colleges, universities, school districts, and special districts. The award is designed for college students to further their professional development as they pursue a career in government.

Amount of Scholarship: The scholarship covers one of the following:

- Up to \$1,000 for registration, three hotel nights, meals (\$108), actual tolls, and mileage at \$0.445 per mile for the Annual Conference held in May or June, OR
- Up to \$1,000 for registration, three hotel nights, meals (\$108), actual tolls, and mileage at \$0.445 per mile for the beginner session at the School of Government Finance (SOGF) in November, OR
- A \$500 award to be utilized toward the cost of college/university tuition and books.

Who May Apply:

Applicant must be a student member of FGFOA: Any individual attending undergraduate or graduate classes at an accredited college or university pursuing a degree in finance, accounting, or public administration, and who is not employed full-time by a government employer in the field of accounting or finance. Applicant may apply for one or all of the awards offered by FGFOA.

How to Apply:

See checklist at bottom of page 2. Send complete application packet to:

FGFOA Office, ATTN: Scholarship Committee
PO Box 10270
Tallahassee, FL 32302-2270
OR fax to 850.222.3806

Submission Deadline: Applications are accepted twice annually: between August 1 and September 15, and between January 1 and February 15.

Notification of Award: The award(s) will be made no later than September 30, and February 28 each year. The number of awards available each year will be determined by the FGFOA Board of Directors during their annual budget process.

Applicant Information:

Check one or all: ☐ Annual Conference ☐ SOGF ☐ College tuition/books

Name: _____

Address: _____

Phone: _____

Email: _____

FGFOA Scholarship Application
Page 2

College/University attending: _____

Type of Degree seeking: _____

Government courses taken to date: _____

Future government courses: _____

Government work experience: _____

Organization: _____

Department: _____

Number of Years: _____

Current employer: _____

Government Internship: ____ yes ____ no If yes, number of years _____

Volunteer public sector experience: ____ yes ____ no If yes, number of years _____

Projected graduation date: _____

Career Objective: Attach a separate sheet of paper (limit to one page) describing the following:

1) short-term goals, 2) long-term goals, 3) your interest in government finance, and 4) why this scholarship should be awarded to you.

Applicant's Signature: _____ Date: _____

Checklist:

- Am I a member of FGFOA?
- Does my packet include?
 - Application (2 pages)
 - Career Objective (1 page)
 - Two letters of recommendation from professors, or work supervisors
 - Copy of current college transcript

- Send complete packet to:

FGFOA Office, ATTN: Scholarship Committee
PO Box 10270
Tallahassee, FL 32302-2270
OR fax to 850.222.3806

Scholarship Scoring Sheet (Page 1 of 2)

Applicant Name _____

Scholarship Applying For

☐ Annual Conference ☐ SOGF

☐ College Tuition/books

Checklist

FGFOA Member

☐ Yes ☐ No

Packet Includes:

Application ☐ Yes ☐ No

Career Objective ☐ Yes ☐ No

Two letters of recommendation ☐ Yes ☐ No

Copy of current college transcript ☐ Yes ☐ No

IF ANY OF THE ABOVE ARE ANSWERED NO - PACKET MUST BE RETURNED FOR COMPLETION.

		Points Awarded	Potential Points
(1) Grade Point Average		<input type="text"/>	30
3.7 - 4.0	30 points		
3.4 - 3.6	25 points		
3.1 - 3.3	20 points		
2.8 - 3.0	15 points		
2.4 - 2.7	10 points		
2.0 - 2.3	5 points		
(2) College Major		<input type="text"/>	20
Accounting or Finance	20 points		
Public Administration	15 points		
Management	10 points		
Technology	5 points		
(3) Career Objective		<input type="text"/>	5
Finance, Accounting, Budget, etc.	5 points		
Public Administration	4 points		
Management	3 points		
Other Governmental	2 points		
CPA Firm - Government Audit	1 point		

Scholarship Scoring Sheet (Page 2 of 2)

Applicant Name _____

Scholarship Applying For

☐ Annual Conference

☐ SOGF

☐ College Tuition/books

		Points Awarded	Potential Points
(4) Government Work Experience/Internship/Volunteer		<input type="text"/>	10
5+ years	10 points		
4-5 years	8 points		
3-4 years	6 points		
2-3 years	4 points		
1-2 years	2 points		

USE THE FOLLOWING SCALE FOR THE REMAINDER OF THE QUESTIONS:

Exceptionally Well	5 points
Quite Well	4 points
Well	3 points
Fairly Well	2 points
Somewhat	1 point

Career Objective Statement Evaluation in Relation to a Career in Government Finance:

(5) How well defined were short-term goals?	<input type="text"/>	5
(6) How well defined were long-term goals?	<input type="text"/>	5
(7) Description of interest in government finance.	<input type="text"/>	5
(8) Description of scholarship reasons.	<input type="text"/>	5
(9) Overall, is career objective professional and well written?	<input type="text"/>	5

Letters of Recommendation Evaluation

How well recommended is student?

(10) Letter 1	<input type="text"/>	5
(11) Letter 2	<input type="text"/>	5
TOTAL SCORE	<input type="text" value="0"/>	100

Student Outreach Committee Stat Sheet

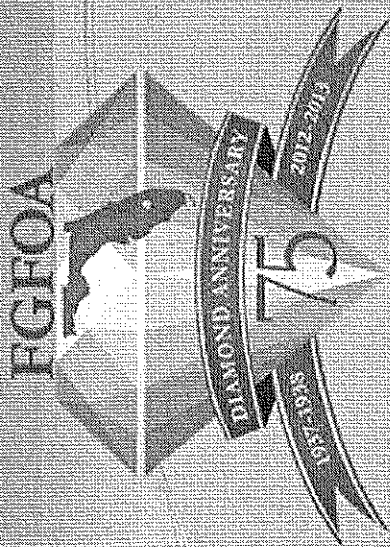
Date Visited:	Tuesday, September 11, 2012	Wednesday, October 03, 2012
Name of University Visiting:	UCF	Valencia
Club or Organization :	NABA	APA 1111 class taught by Peggy McGarrity
# of Students in attendance:	22	15
# of Interested Students:	All	7
# that Completed application:	1	6
General Feedback:	<p>Interesting information. Students had not considered a career in government. The main focus was public accounting. Due to this being a combined meeting with other info, we did not discuss the brochure in detail.</p>	<p>The students were interested and appreciative. There was a student who was very interested but, she works full time for the State of Florida and does not qualify for free membership. She does NOT work in accounting or finance.</p>
Sample of Questions asked by students:	<p>What are starting salaries? What are basic qualifications?</p>	<p>There were a number of general questions such as (1) How does government compare to the commercial environment. (2) With an accounting degree, is a student qualified to work in government accounting office?</p>

Student Outreach Committee Stat Sheet

Date Visited:	Thursday, September 27, 2012	Friday, October 12, 2012	Tuesday, October 16, 2012
Name of University Visiting:	Florida Institute of Technology	University of Miami	UCF
Club or Organization :	Class	BAP	Dr. Dennis' Class
# of Students in attendance:	20-60	25	23
# of Interested Students:		5	50%
# that Completed application:		0	0
General Feedback:	Online accounting class that is 8 weeks long. Every 8 week change in class the professor will distribute this brochure.	I believe that we may want to have them fill out a questionnaire before we leave to get a better gauge on their wanted to participate; For example 3 questions: Had you thought of a career in government; Would you pursue one now; Do you want to be a part of the FGFOA	Very attentive. Several students had parents or relatives working in the governmental sector and they would consider working in this field.
Sample of Questions asked by students:		With the state of municipal government are there still jobs available? Why would I be a part of FGFOA?	If I have worked part-time for a government, will this count towards my years of service? Does your company have part-time employment opportunities?

Student Outreach Committee Stat Sheet

Date Visited:	Friday, October 26, 2012	Thursday, November 01, 2012	Monday, December 03, 2012
Name of University Visiting:	Jacksonville	USF	University of Miami
Club or Organization :	Advanced Accounting Class	NABA	BAP - Fall Banquet
# of Students in attendance:	15	12	150
# of Interested Students:	Unknown	All	5
# that Completed application:	Left Applications w/Professor and students	None at the that time	0
General Feedback:	Enjoyed the session; very informative	Good discussion and interest. Students had not considered this option and some did not know what constituted government vs. private	Since this was a banquet, there was a structured agenda so wasn't much time to network and you only had an opportunity to speak with the students who sat at your table.
Sample of Questions asked by students:	What was your first governmental-related job? When did you realize that you enjoyed governmental accounting/auditing?	1)How important was the CPA in getting your current job? 2) How do you go about getting an internship? 3) Should we pursue the MBA or MSA? 4) How long between getting your degree and getting your CPA? 5) Is the OCC a government agency?	The difference between Private and Govt., type of work involved, benefits, etc.



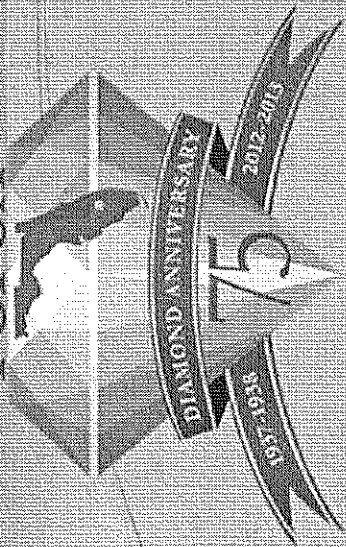
Building Our Future Leaders

Presented by:

*Florida Government Finance
Officers Association*

Jamie Roberson, CGFO

FGFOA



Government Finance Careers

What to Expect:



Professionalism



Public Service

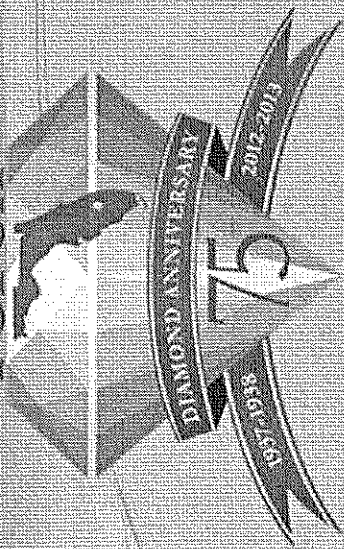


Job Stability



*Competitive Salary & Flexible
Benefit Packages*

FGFOA



Government Finance Careers

Different Levels of Government:



Federal



State



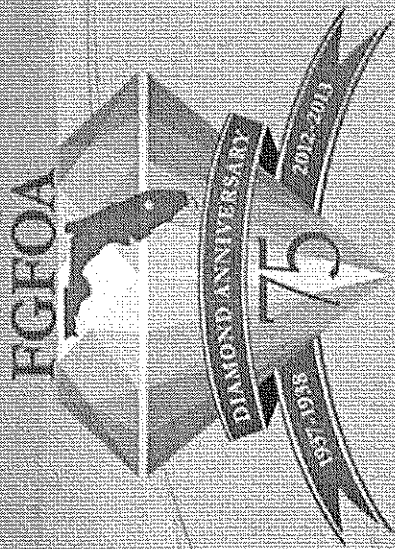
Local



Special Districts



Schools & Universities



Government Finance Jobs

Qualifications:



College Degree



Accounting



Finance

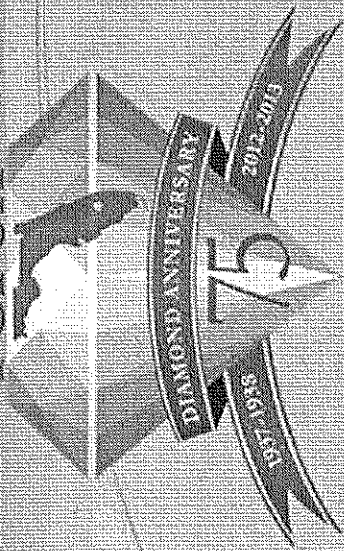


Economics



Public Administration

FGFOA



Government Finance Jobs

Qualifications (cont):



Resume



Contact Information

Job Objective

Education

Employment Experience

Skills & Abilities

Activities & Honors



Government Finance Jobs

Qualifications (cont):



Possible

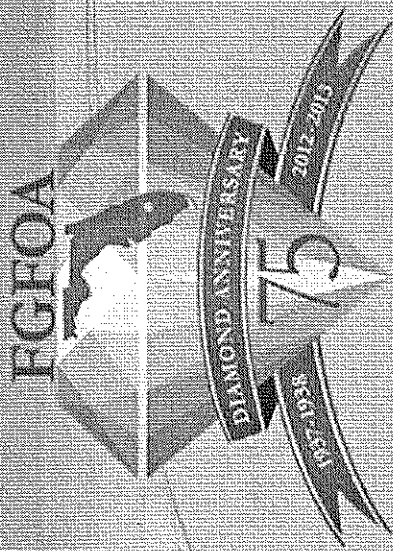
Certified

Public

Accountant (CPA) License



List of References



Government Finance Jobs

Job listing locations:



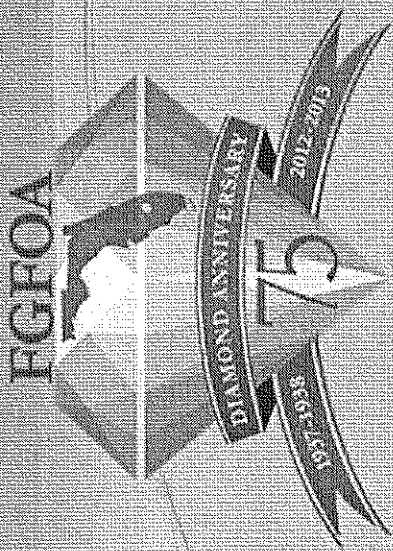
*Florida Finance Officers Association website
(FGFOA) www.fgfoa.org*



*Government Finance Officers Association
website (GFOA) www.gfoa.org*



*Federal Government website
www.usa.jobs.gov*



Government Finance Jobs

Job listing locations:

 **State of Florida**

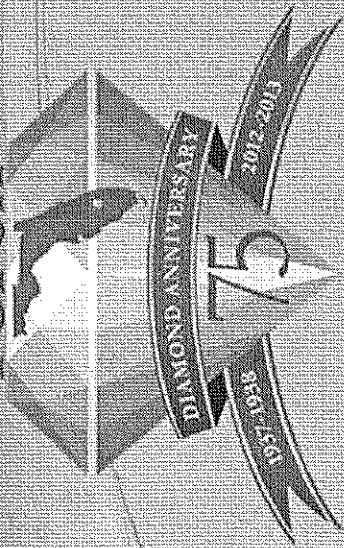
<https://peoplefirst.myflorida.com>

 **Local Governments** www.ocfl.net

 **Constitutional Officers**


www.property-appraiser.org

FGFOA



Government Finance Jobs

Typical Career Path:

 Accountant, Financial Analyst or Budget
Analyst

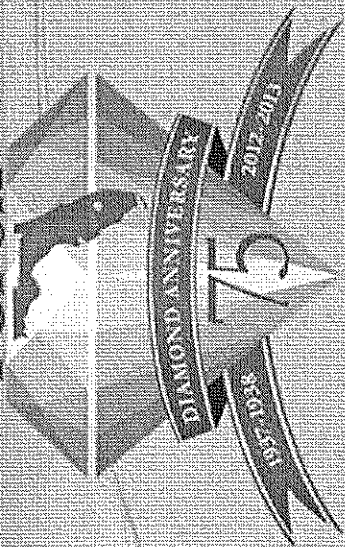
 Accounting Supervisor or Senior Analyst

 Assistant Finance Director

 Finance Director, Budget Director or

Chief Financial Officer or Treasurer

FGFOA



Government Finance Jobs

Department Areas:

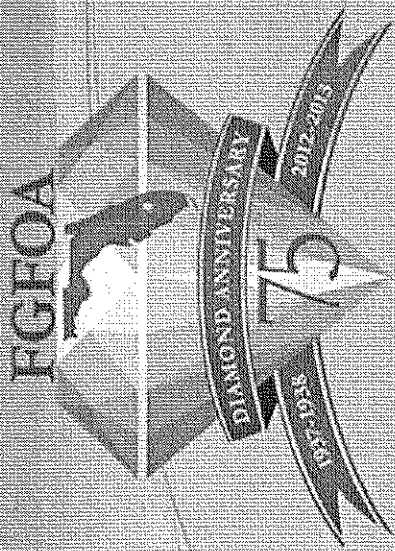
 *Accounting*

 *Budget*

 *Debt & Treasury*







 *Procurement*

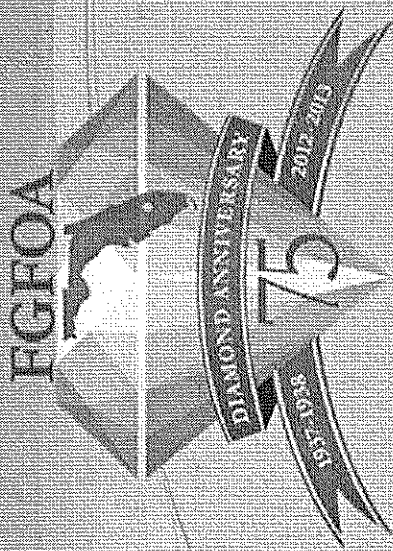
 *Audit*



Government Finance Jobs

Accounting:

-  *Department Duties*
-  *Accounting*
-  *Accounts Payable*
-  *Accounts Receivable*
-  *Financial Reporting*
-  *Payroll*



Government Finance Jobs

Accounting:

Position Types

 Payable/Receivable Clerks/Specialists

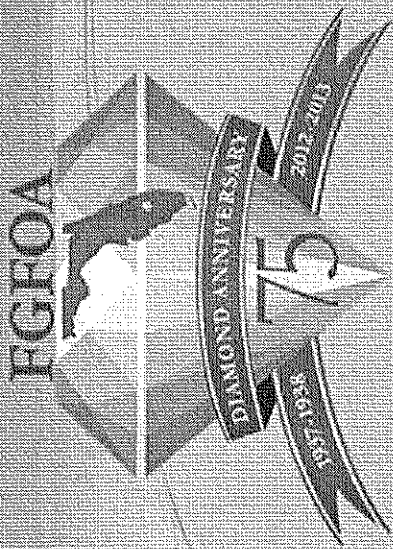
 Accountant

 Financial Analyst

 Revenue Manager







 Grant Manager

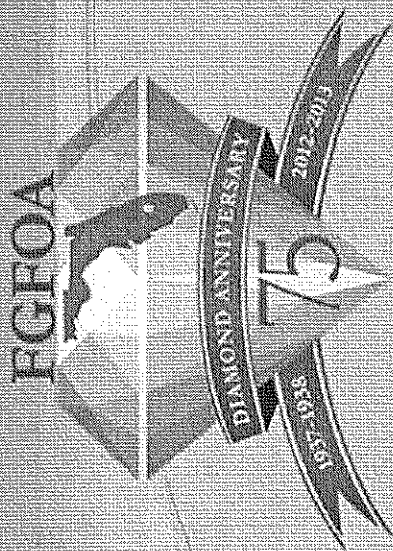
 Accounting Manager/Supervisor



Government Finance Jobs







Budget:

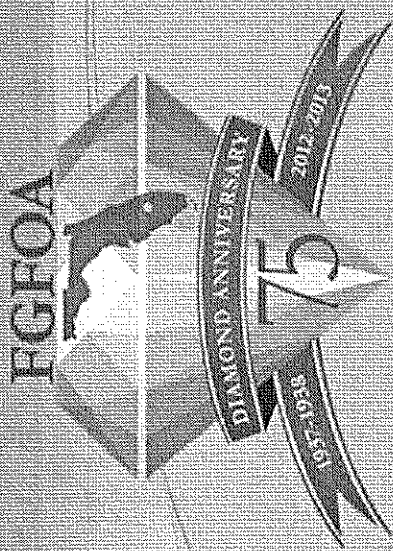
-  *Department Duties*
-  *Capital Planning*
-  *Resource Allocation*
-  *Organization Development*
-  *Performance Measures*
-  *Strategic Management*



Government Finance Jobs







Budget:

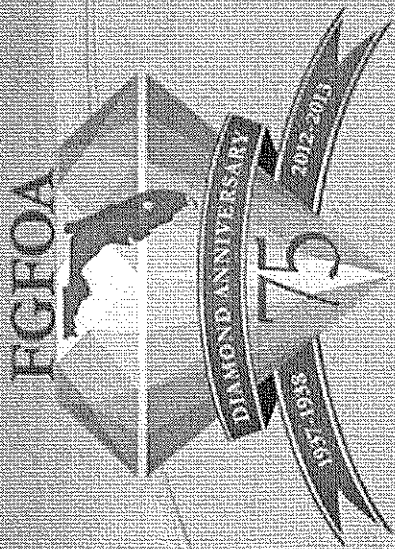
-  *Position Types*
-  *Budget Specialist*
-  *Budget Analyst*
-  *Senior Budget Analyst*
-  *Budget Manager*
-  *Budget Administrator*



Government Finance Jobs

Debt & Treasury:

-  *Department Duties*
-  *Debt Management*
-  *Investment Management*
-  *Capital Investment*
-  *Pension Administration*
-  *Investor Relations*



Government Finance Jobs

Debt & Treasury:

 *Position Types*

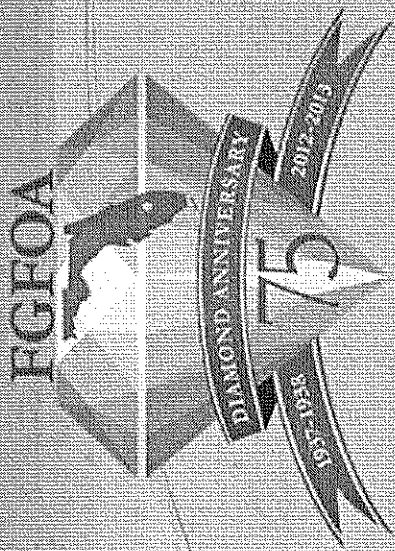
 *Debt Analyst*

 *Debt Manager*

 *Treasury Analyst*

 *Treasury Manager*

 *Treasury or Debt Administrator*



Government Finance Jobs

Procurement:

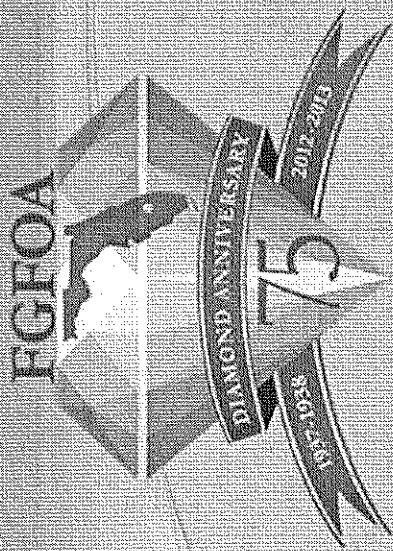
 *Department Duties*

 *Material Acquisition*

 *Service Acquisition*

 *Contract Management*

 *Asset Management*



Government Finance Jobs

Procurement:

Position Types

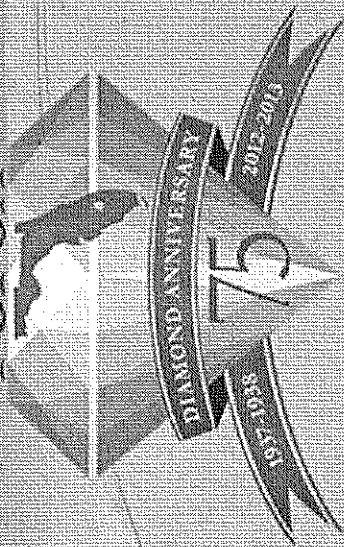
 *Procurement Specialist*

 *Purchasing Analyst*

 *Procurement Services Manager*

 *Procurement Administrator*

FCFOA



Government Finance Jobs

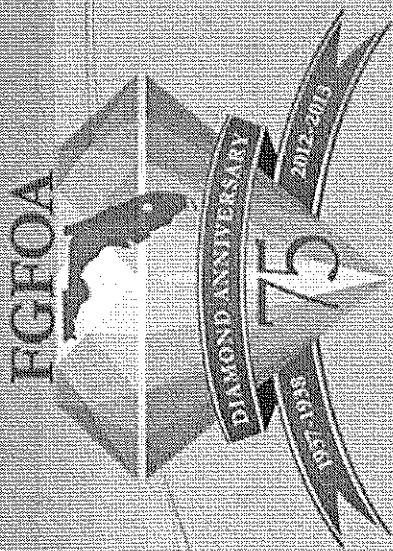
Audit:

 *Department Duties*

 *Appraisal of activities & operations*

 *Internal Control evaluations*

 *Fraud detection*



Government Finance Jobs

Audit:

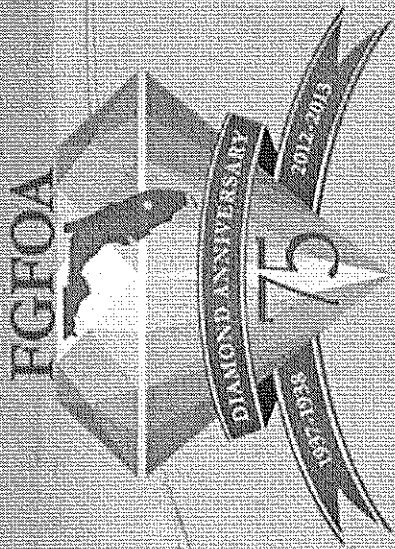
Position Types

 *Auditor*

 *Audit Manager*

 *Fraud Investigator*

 *Internal Auditor*



Government Finance Jobs Thank you!

Contact Information

Jamie Roberson, CGFO

Chief Financial Officer

Osceola County Property Appraiser's Office

Email: job@propertyappraiser.org

Phone: (407) 742-5000



Florida Government Finance Officers Association, Inc.
FGFOA 75th Anniversary Ad hoc Committee
2013-2013

CHAIR

Linda Davidson

Meeting Date: February 15, 2013

BOARD LIAISON

Georgina Rodriguez

Title of Item:

Executive Summary, Explanation or Background:

Verbal report at meeting

COMMITTEE MEMBERS

Deborah Girard

Gib Mitchell

Doreen Lam

Cheryl Somers

Jane Struder

Recommended Action:

Linda Davidson

Chair

Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2012-2013

Agenda Item Request

**2012-2013
BOARD OF DIRECTORS**

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Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Tax-Exempt Municipal Bonds

Executive Summary, Explanation or Background Information on Request
Verbal update at the meeting.

Recommended Action:

Kent Olson
Director

February 6, 2013
Date



MUNICIPAL BONDS FOR AMERICA

MBFA Advocacy Update February 5, 2013

February 5, 2013 MBFA Legislative Update

The 113th session of Congress is now in full-swing and MBFA members continue to press Members of Congress to support preserving the tax-exempt status for municipal bonds. Following is a summary of MBFA activities in the past two weeks.

Hill Meetings Yield New Intelligence. Since mid-January, lobbying visits have been conducted with nearly two dozen Members and staff of the House and Senate. Meetings have been specifically targeted to reach key decisionmakers in the party leadership and on the tax and budget committees.

The general consensus from both Democrats and Republicans is that the municipal exemption remains a viable option for revision in both budget negotiations and in tax reform. At this time, no Member of the House or Senate has stepped forward to take ownership of the issue. This lack of "public ownership" presents significant challenges to the coalition because it adds to the difficulty in rallying Members to support the coalition's position.

Some additional intelligence we learned in our meetings:

- The biggest roadblock remains the fact that congressional negotiations on tax and budget issues continue to be dominated by the negotiators' need to reach a revenue target. Policy arguments on municipal bonds (and other tax issues unrelated to bonds) are receiving little attention; the biggest focus remains on how much federal revenue can be raised by individual provisions.
- In general, Members do not believe that imposing a cap on the value of the exemption will cause harm in the market or that investors will abandon investments in municipal bonds because of a cap.

- Some Members continue to argue that states and municipalities are over-leveraged and are overbuilding to address their infrastructure needs. These Members rationalize that a cap on the exemption would force more fiscal responsibility on local governments.
- There seems to be little respect for the fact that the municipal exemption has been in existence for 100 years, has served governments and investors well in both prosperous times and economic crises, and represents a key element of the fed/state relationship.

Coalition representatives will be ramping-up the pace of meetings in the coming weeks targeting a variety of tax and budget committee members and Members who are former state and local public officials.

MBFA Releases Analysis of 28% Cap Proposal. To fully explain the potential damage of a proposal to limit the value of the tax-exemption to 28-percent, MBFA has posted an informative issue paper to its website. A copy of the document is available [\[here\]](#). The paper outlines the potential impact on borrowing costs and the tax implications for investors if a cap is implemented. MBFA wants to thank members of its Technical Advisory Task Force for their invaluable input on this paper.

MBFA Grassroots Plan in the Works. Grassroots support is one of the most effective lobbying tools that any organization can employ-and MBFA is working to take full advantage of the grassroots capabilities of individual members and of the coalition as a whole. A grassroots plan is currently being developed and will be implemented in stages over the coming months. Future legislative updates will detail how MBFA members can get involved in this effort-and we encourage all MBFA members to take an active role in grassroots activities.

MBFA in the News. The fight for the municipal exemption and the formation of the MBFA continue to generate significant interest in the press. Click [\[here\]](#) for an update on press reports that have appeared in recent days.

If you need further information on MBFA or issues raised in this update, please contact info@munibondsforamerica.org.

Municipal Bonds For America | info@munibondsforamerica.org | <http://www.munibondsforamerica.org/>
21 Dupont Circle, NW
Suite 750
Washington, DC 20036

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MUNICIPAL BONDS FOR AMERICA

MBFA Weekly Advocacy Update January 16, 2013

The Latest from Capitol Hill and the White House.

Congress returns, the "fiscal cliff" is avoided-now what? Following completion of the fiscal cliff negotiations on January 2nd, the 113th Congress was sworn-in on January 3rd and the stage was quickly set for an intense 2-3 month period of debate on raising the debt ceiling, the budget, possible spending cuts, and potential tax increases. The anticipated timeline-and how it impacts potential action on municipal bonds-is set forth below:

- January 22-both the House and Senate return to regular session and leaders in the respective chambers will lay-out their legislative agendas for 2013.
- February 4-the statutory deadline for the White House to submit its annual budget proposal to Congress-a deadline that it has already indicated it will not meet.
- February 12-the President delivers the State of the Union address
- March 1 - the approximate date that action on the debt ceiling must be completed to avoid a potential default on Treasury obligations. Absent agreement on the debt ceiling, sequestration on across-the-board spending cuts could also take effect on March 1.

MBFA scored a significant victory in the fiscal cliff negotiations by protecting municipal bonds from possible changes to their tax-exempt status. However, the upcoming debt ceiling negotiations present new challenges. Congressional Democrats continue to insist that revenue-raising measures (including, presumably, limiting the municipal exemption) must be a part of any negotiations on spending cuts. Republicans have been strongly resistant to the revenue-raising notion. No formal proposals have yet been put on the table. But as we learned in the fiscal cliff negotiations, the absence of formal proposals combined with negotiations conducted by just a few Members of Congress and the Administration is the most dangerous situation to be in.

MBFA Activities to Address the Situation Ahead.

With full recognition of the tenuous situation on Capitol Hill, MBFA members have been very busy on a number of fronts:

- **Technical Advisory Committee.** The MBFA Technical Advisory Committee is preparing issue papers and talking points to help MBFA members present the best arguments for retaining the tax-exempt status for municipal bonds. In view of suggestions that have been floated both by the White House and in Congress, the Committee is preparing explanations of how a proposed 28-percent limit on the value of itemized deductions would impact municipal bonds. Similarly, explanations are being drafted on how limitations would disproportionately impact small issuers. These papers are expected to be finalized in the next 7-10 days and will be used extensively in education and lobbying efforts by MBFA members.
- **Increased Lobbying Activity.** MBFA has ratcheted-up its lobbying efforts with meetings being conducted on Capitol Hill in the next several weeks with a targeted list of several dozen Members of the House and Senate, focusing specifically on Members of the leadership and tax-writing committees.
- **Resolution Acknowledging the 100th Anniversary of Tax-Exempt Municipal Bonds.** The tax-exemption for municipal bonds was proposed in the first formal federal income tax code in 1913. In recognition of the 100th anniversary of the tax-exempt status, MBFA will be encouraging Members of Congress to support introduction and passage of a commemorative resolution during its meetings on Capitol Hill. Further, we encourage MBFA members to seek passage of similar resolutions in their states, counties, municipalities and financing authorities. A model resolution defending the municipal bond exemption as approved in Columbia, South Carolina, is available [here](#).

Mayor Benjamin Joins MBFA Executive Committee.

MBFA is pleased to announce that The Honorable Steve Benjamin, Mayor of Columbia, South Carolina, has agreed to join the MBFA Executive Committee. Mayor Benjamin has a long career in public service including serving in the Cabinet of South Carolina Gov. Jim Hodges. Benjamin is also a Trustee of the U.S. Conference of Mayors. Welcome, Mayor Benjamin!

MBFA In the News.

MBFA continues to receive attention in the press. For recent articles, please click [here](#).

New Organizations Join MBFA Coalition.

We are happy that the membership ranks of the MBFA continue to grow, with the following individuals and organizations signing on since January 1, 2013:

Association of Metropolitan Water Agencies
Cleveland-Cuyahoga County Port Authority
CPS Energy
Escambia County Housing Finance Authority
International City/County Management Association

For a full list of supporting organizations, please click [here](#).

If you need further information on MBFA or issues raised in this update, please contact info@munibondsforamerica.org.

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Florida Government Finance Officers Association, Inc.

Board of Directors

2012-2013

2012-2013
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Mary-Lou Pickles

DIRECTORS

Linda S. Howard

Sarah Koser

James Lewin

Kent Olson

Tim Pozza

Georgina Rodriguez

Ted Sauerbeck

Darrel Thomas

Meeting Date: February 15, 2013

Title of Item: Executive Directors Report

Executive Summary, Explanation or Background Information on Request:

FGFOA Laptop Purchase

During the 2012 School of Governmental Finance it became apparent that the FGFOA laptop is no longer an updated machine. It is very slow. When creating any documents it freezes and or is extremely slow. Trying to print or create name badges was almost impossible. It would freeze and then need to be rebooted. It made the process very time consuming for both staff but also for members that are waiting for their badge.

Cancellation Insurance 2013 Annual Conference/2013 SOGF

List Serves-number of participates

Accounting – 478

Budgeting – 400

Debt Management – 316

Financial Administration – 321

Treasury – 323

Membership

02-6-2013

Active - 2,199

Associate – 386

Lifetime – 26

Student – 17

Total – 2,628

11-5-2012

Active - 2,162

Associate – 372

Lifetime – 22

Student – 14

Total – 2,570

01-6-2012

Active - 2,078

Associate - 401

Lifetime - 22

Student - 1

Total – 2,502

Recommended Action:

Jeannie Garner
Executive Director

February 6, 2013
Date

FGFOA List Serve Report – November 2012 to January 2013

Accounting & Auditing

Attorney contract (2 messages)

Chapter 175/185 Pension Plans (7 messages)

Excel problem (4 messages)

FW: Chapter 175/185 Pension Plans (1 message)

Investment Policy (2 messages)

IRS mileage rate for 2013 (1 message)

OPEB Study - Contractor (9 messages)

Police Pay (2 messages)

Postage on Utility Bills (5 messages)

Purchase of surplus equipment (4 messages)

Travel Per Diem Rates (15 messages)

2013 FICA Taxes (9 messages)

Bed Tax (2 messages)

Building Dept (2 messages)

Capitalizing Meters (6 messages)

Debt (1 message)

Debt Management Policy (4 messages)

Fire Assessments (3 messages)

FW: Debt (1 message)

Local Option Fuel Taxes (1 message)

PTO Transition (1 message)

PTO Transition.... (3 messages)

Tropical Storm Debby-State portion 12.5% what revenue object code to use? (1 message)

Accounting for Parks & Recreation Contracts (5 messages)

AIRPORT MAINTENANCE FEES (ENTERPRISE FUND) (1 message)

Amusement ride rentals (1 message)

Attorney contract (1 message)

Business Tax type of Forms and type of Printer used (1 message)

Communications Service Tax (3 messages)

Comp Policy (1 message)

FGFOA List Serve Report November 2012 to January 2013 (Continued)

Accounting and Auditing (Continued)

Debt limits (4 messages)

EIN For Police & Fire Pension Plan (4 messages)

Financial Auditors (3 messages)

FSAD: Long term Debt Reporting (3 messages)

Grant/contribution Policy (1 message)

Impact Fee Rate Study information (1 message)

Online Payments (1 message)

Sale of Property (4 messages)

Seminar (3 messages)

Solid Waste Ads (2 messages)

Special Assessment Software (1 message)

TimeKeeping Software (4 messages)

FGFOA List Serve Report November 2012 to January 2013 (Continued)

Budgeting

Christmas Light-Up and Christmas Events (6 messages)

Citizen Budget Advisory Committee (3 messages)

FW: Salary Increases (1 message)

Policies (1 message)

Policy for grants to non-governmental organizations (1 message)

Preservation of Tax-exempt debt (1 message)

Salary Increases (25 messages)

[POSSIBLE SPAM] Re: Salary Increases (1 message)

Ambulance Costs (1 message)

Fleet Replacement Life-Cycle Programming (1 message)

Internal Service Funds (6 messages)

Internal Service Funds (1 message)

Local Option Fuel Taxes (1 message)

Revenue and Expense forecasting (2 messages)

FGFOA List Serve Report November 2012 to January 2013 (Continued)

Budgeting

acceptable variance budget vs. actual (4 messages)
AIRPORT MAINTENANCE FEES (ENTERPRISE FUND) (2 messages)
Communications Service Tax (1 message)
Funding contribution policy (1 message)
Impact Fee Rate Study information (2 messages)
Motor Grader (3 messages)
Purchasing Memorial Flowers (5 messages)
Question on Business Development Board (2 messages)

Debt Management

Preservation of Tax-exempt debt (5 messages)
Preservation of Tax-exempt debt (1 message)
Financial Administration

Financial Administration

Capital Improvement Plan (1 message)
Direct Rating (6 messages)
dock slip fees (1 message)
List of Duties for Finance Director (1 message)
OPEB Study contractor (10 messages)
Payroll Provider (2 messages)
Preservation of Tax-exempt debt (1 message)
Travel Per Diem Rates (4 messages)
What is your Administration Costs for Healthcare? (2 messages)
Accounting Software (11 messages)
Coastal Engineer Contract (1 message)
Excess Liability Insurance Coverage (1 message)
MSTU's (2 messages)
Municipal Policy on Internal Expenditures (1 message)
Outsource Mailing of Utility Bills (1 message)

FGFOA List Serve Report November 2012 to January 2013 (Continued)

Financial Administration (Continued)

parking management fee (1 message)

Purchasing gift cards (1 message)

Utility Billing- Meter Register Errors? (2 messages)

Bond counsel fees (2 messages)

Cell Phone Policy (4 messages)

Crisis Management (1 message)

Funding policy statement (1 message)

Impact Fee Rate Study information (1 message)

IT Contractual/Professional Services (2 messages)

Parks and boat ramp usage by private companies (2 messages)

Parks and boat ramp usage by private companys (4 messages)

underwriter (2 messages)

Utility Billing- Meter Register Errors? (1 message)

Treasury

dock slip fees (1 message)

Preservation of Tax-exempt debt (3 messages)

RFP for Investing of the Unassigned Fund Balance (3 messages)

Banking RFP (4 messages)

bond counsel fees (1 message)

OPEB Investment Policy (1 message)

RFP for Investing of the Unassigned Fund Balance (1 message)

Disaster Recovery

Coastal Engineer Contract (1 message)



**Florida Government Finance Officers Association
Certification Committee
2012-2013**

Agenda Item Request

2012-2013

CHAIRPERSON

Sondra D'Angelo
Assistant Finance Director
City of Melbourne
900 E. Strawbridge Ave
Melbourne, FL 32901
(321) 608-7014
sdangelo@melbourneflorida.org

BOARD LIAISON

Sarah Koser

COMMITTEE MEMBERS

Areita Billings
Robert Busch
Jim Desuyo
Mark Fostier
Epifanio Gamera
Charles Holland
Karen Keith
Cheryl Miller
Larry Napier
Michael Perry
Lisa Robinson
Lorrie Simmons
Scott Simpson
Kathy Stracuzzi
Donna Wright

Meeting Date: February 15, 2013

Title of Item: Committee Activities

- 8 applications approved
- 26 CGFOs have been selected for the audit and 18 have been reviewed and approved.
- Spring exams will be March 29th. The testing sites are Miami, Tampa, Edgewater, Jacksonville Beach, Tallahassee, and Crestview.
- After the November review classes, it was suggested that we hold the classes all day Tuesday and Wednesday and half day Thursday. This would allow the applicants to study on Thursday afternoon. I plan to take the suggestion to the committee on the next conference call.
- Working with Diane and Mary-Lou to update the proctor instructions for the next exam.

Recommended Action:

Sondra D' Angelo

Sondra D' Angelo

January 28, 2013

Date



Florida Governmental Finance Officers Association

Conference Host Committee

2012-2013

Agenda Item Request

2012-2013

CHAIRPERSON

Co- Chair: Carol Himes, CGFO, CPPT
Treasury Manager
City of Boca Raton
201 Palmetto Park Rd
Boca Raton, FL 33432
(561) 393-7700
chimes@ci.boca-raton.fl.us

Co- Chair: Patricia White, CPA
Accounting Manager
City of Boca Raton
201 Palmetto Park Rd
Boca Raton, FL 33432
(561) 393-7700
pwhite@ci.boca-raton.fl.us

BOARD LIAISON

Georgina Rodriguez

COMMITTEE MEMBERS

Matthew Akins
Miguel Augustin
Mary Baewer
David Byrne
Georgette Carroll
Miriam Cleary
Deborah Couch
Frank Dipaolo
Olga Enrique
Susan Friend
Victoria Guinn
Epifanio Gumerá
Barbara Hastings
Holly Hugdahl
Monti Larsen
Celeste Lucia
Darlene Malaney
Sharon McGuire
James McInnis
Candy Mitchell
Larry Napier
Matthew Pazanski
Christina Porter
Pamela Ramkalawan
Debra Sears
Minal Shah
Nanci Simonson
Jane Struder
Cindy Tao
Allison Tesla
Mervyn Timberlake
Christine Trovato
Patricia Varney

Meeting Date: February 15, 2013

Title of Item: Conference Host Committee Update

Executive Summary, Explanation or Background Information on Request:

The Conference Host Committee held a conference call: on January 30, 2013, summarized as follows:

The Host Committee Co-Chairpersons, Patricia White and Carol Himes, began the call at 3:00 p.m., with a majority of the sub-chairs attending. Discussions were focused on the status of the sub-committees as follows:

1. Association Night – FGFOA Monopoly. Preprinted envelopes with a monopoly board printed on the front, vendor names listed in the middle of the board. FGFOA 'money' to be printed by League with the diamond logo in the center. 4 \$25 gift cards to be raffled off upon successful completion of the game.
2. Golf – on track, at the Resort, same as 2010.
3. Hospitality – Will have a live DJ, same DJ contracted for the Tuesday Night event (for package deal).
4. Opening Session – no update
5. President's Reception – Delray Yacht Cruises 3 hour dinner cruise for 80 guests. Have written agreement. Deposit has been paid. Final payment yet to be made.
6. Tuesday Night – Polynesian theme at the Resort's Beach Club, rain contingency at the main hotel ballroom with 2 pools outside. Budget will work if original estimate of 650 guests is on target. Revised estimate of 800 could put the event \$7K over budget after food choices reduced.
7. Transportation – no update - Resort shuttles from the hotel to the Beach Club. Included in the Resort contract.
8. Welcome Bags – 75th anniversary logo to be printed on insulated powder blue cooler bags.
9. The next Conference Host Committee meeting is scheduled to be held via conference call during the week of March 25th, 2013.

Florida Governmental Finance Officers Association
Conference Host Committee
2012-2013

Agenda Item Request

2012-2013

CHAIRPERSON

o- Chair: Carol Himes, CGFO, CPPT
Treasury Manager
City of Boca Raton
201 Palmetto Park Rd
Boca Raton, FL 33432
(561) 393-7700
chimes@ci.boca-raton.fl.us

Co- Chair: Patricia White, CPA
Accounting Manager
City of Boca Raton
201 Palmetto Park Rd
Boca Raton, FL 33432
(561) 393-7700
pwhite@ci.boca-raton.fl.us

BOARD LIAISON

Georgina Rodriguez

COMMITTEE MEMBERS

Matthew Akins
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David Byrne
Georgette Carroll
Miriam Cleary
Deborah Couch
Frank Dipaolo
Olga Enrique
Susan Friend
Victoria Guinn
Epifanio Gumeru
Barbara Hastings
Holly Hugdahl
Monti Larsen
Celeste Lucia
Darlene Malaney
Sharon McGuire
James McInnis
Candy Mitchell
Larry Napier
Matthew Pazanski
Christina Porter
Pamela Ramkalawan
Debra Sears
Minal Shah
Nanci Simonson
Jane Struder
Cindy Tao
Allison Teslia
Mervyn Timberlake
Christine Trovato
Patricia Varney

Recommended Actions:

- Approve \$7K increase in Tuesday Night budget.

Carol Himes
Patricia White

Carol Himes
Patricia White

January 31, 2013

Date

**FGFOA 2013 Annual Conference
Tuesday Night Event @ Boca Beach Club
Budget Estimates for 920 in Attendance**

Attendance estimate:		920	920	700	800	800	800
		@ \$59 base	@ \$59 base	@ \$59 base	@ \$59 base	@ \$53 base	@ \$53 base
Hawaiian Luau							
Flower leis (820 @ \$1 ea) Committee to Purchase		920.00	184.00	140.00	160.00	160.00	160.00
All Dinner seating w/linens - provided by hotel @ no cost		0.00	0.00	0.00	0.00	0.00	0.00
airstar balloon lights w/ FGFOA logo		2,400.00	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
Table centerpieces provided by hotel @ no cost		0.00	0.00	0.00	0.00	0.00	0.00
Entertainment (Pyrotechnics & Drums of Polynesia		5,050.00	5,050.00	5,050.00	5,050.00	5,050.00	5,050.00
lighting package for pool areas		1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
DJ		850.00	850.00	850.00	850.00	850.00	850.00
Bar (2 drink tickets @\$9.50 + tax/fees)		22,790.42	22,790.42	17,340.54	19,817.76	19,817.76	19,817.76
trucking/delivery, setup, etc.		700.00	700.00	700.00	700.00	700.00	700.00
Food/Luau buffet (includes tax/fees)		70,766.40	70,766.40	53,844.00	61,536.00	57,367.20	55,281.12
Subtotal		104,976.82	104,240.82	81,824.54	97,013.76	87,844.96	85,758.88
Guest tickets		(2,655.00)	(2,655.00)	(2,655.00)	(2,655.00)	(2,655.00)	(2,655.00)
Transportation							
Shuttle service from hotel to beach club (all inclusive)		3,100.00	3,100.00	3,100.00	3,100.00	3,100.00	3,100.00
Total est'd cost of Tues Night		105,421.82	104,685.82	82,269.54	97,458.76	88,289.96	86,203.88
Budget		81,000.00	81,000.00	81,000.00	81,000.00	81,000.00	81,000.00
Additional requirement from Board approval		24,421.82	23,685.82	(3,825.07)	11,458.76	7,289.96	5,203.88

59.00	55.00	53.00	base menu cost
13.57	12.65	12.19	resort fee
72.57	67.65	65.19	
4.35	4.06	3.91	tax
76.92	71.71	69.10	total inc resort fee and tax



Florida Government Finance Officers Association

Conference Program Committee

2012-2013

Agenda Item Request

2012-2013

CHAIRPERSON

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Rene O'Day
Allen Owens
Michael Quesada
Olga Rabel
Jim Rizzo
Lisa Robinson
Minal Shah
Michelle Simon
William Spinelli
Allison Tesla
Ian Thomas
Melissa Wohlleber

Meeting Date: February 15, 2013

Title of Item: Conference Program Committee Report

Executive Summary, Explanation or Background Information on

Attached is the recommended schedule for the 2013 Annual conference in Boca Raton on June 22-26, 2013. The schedule includes session titles, descriptions, confirmed and potential speakers.

Besides offering 8 hours of CPE at the preconference on Pensions, the Committee has also developed a concurrent 8 hours of CPE on A&A. The Committee is continuing to confirm speakers for all sessions during the next few weeks.

Recommended Action:

Tentative approval of the program as currently presented.

Karin Venema- Ashmore

Karin Venema- Ashmore

February 1, 2013

Date

2013 FGFOA Conference Program
June 22 - 26, 2013, Boca Raton Resort

Date & Time		Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
Saturday 06/22/13 8:00 AM to 9:40 AM		Title: Impact of New Clarity Standards (AU 122) on Local Government Audits		Title: Pension Management - Basics and Essential Foundations & Core Details (100 minutes each)	Title:
		Topic: The Clarified Auditing Standards are effective for fiscal year 2013 governmental audits. This session will discuss some of the more significant changes resulting from these standards and how those changes might impact your audit.		Topic: Pension Basics Overview – What you need to know about pensions Basic Actuarial Terminology – English for Speakers of Other Languages Who's Paying the Bill? – Why the CFO/ED needs to be involved in pensions Enterprise Risk Management – Feedback loop and the cost-benefits balance The Five-Ton Elephant in the Room – The risk of unfulfilled promises Pension Governance – Climb out of the hole that agency risk helped get us into The Goldilocks Principle – Is your return assumption too high, too low or just right? Florida Regulation of Pensions – Florida Statutes and the Division of Retirement	Topic:
		Speaker: Beila Sherman and Michael Futterman, Marcum LLP		Speaker: Jim Rizzo & guest, Gabriel, Roeder, Smith & Company and Guest	Speaker:
Saturday 06/22/13 10:00 AM to 11:40 AM		Title: The New COSO Framework and How It Can Be Used to Protect Your Local Government Against Fraud			
		Topic: An update of the COSO framework is scheduled to be released in 2013. This session will discuss the changes to the COSO standards, how those changes affect internal controls in a government environment, and how internal controls can reduce the opportunity for fraud.			
		Speaker: Bill Blend, Moore Stephens Lovelace, LLP			
Saturday 06/22/13 1:00 PM to 2:50 PM		Title: Data Breach and Identity Theft		Title:	Title: Performance Consultant: Basic Investment Advisory Role, Asset Allocation and Asset/Liability modeling
		Topic:		Topic:	Topic: The independent investment consultant - What services should you expect Performance modeling - Used in determining reasonable asset allocation strategy What comes first - The portfolio risk profile or the investment return assumption The aggressive, conservative or middle of the road option - Which should work in your funds The interaction (possible marriage) between asset and liability modeling - advantages and pitfalls Something old/something new - The role of alternatives in a pension portfolio
		Speaker: Carrie Kerskie, Marzone Investigations, Inc.			Speaker: Recent directional changes in portfolio strategies - More aggressive or more conservative? Jason Pules and guest, Asset Consulting Group Inc. - Session will end with panel of 3
Saturday 06/22/13 3:10 PM to 4:40 PM		Title: GAGAS - Generally Accepted Government Auditing Standards (GAO)		Speaker:	
		Topic:			
		Speaker: Jacqueline Reck, USF professor			

2013 FGFOA Conference Program
June 22 - 26, 2013, Boca Raton Resort

Date & Time	Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
Sunday 06/23/13 1:00 PM to 2:40 PM	Title: GASB Update Topic: General update on future pronouncements and proposals affecting state and local government. Speaker: David Bean, GFOA	Title: Effective Procurement Methods for Small Government Topic: This session will cover various procurement methods available to increase efficiency: including when and how to access GSA contracts; use of continuing contracts; co-operative purchasing arrangements; accessing contracts via "piggy-back" agreements; and effective use of P-cards. Speaker: Kmi Ra, City of Palm Beach Gardens	Title: Unfunded Mandates in Small Government - One size doesn't fit all Topic: Discussion on how the process works, how a bill is created and why local governments need to speak up. Speaker: Working with Amber Hughes-FLC and/or Kent Olson, City of Tallahassee	Title: Property & Casualty Risk Management Topic: Property and Casualty Insurance Market is always changing and presenting challenges. Luckily the Hurricane seasons have been quiet at least for a while. Are you ready for the challenges that could arise soon? Speaker: Lisa Rodriguez, Arthur J. Gallagher RMS
Sunday 06/23/13 3:00 PM to 4:40 PM	Title: GASB Hot Topics Topic: Latest news from GASB and answers to public confusion on current pronouncements. Speaker: David Bean, GFOA	Title: Maximizing the Value From Your ERP System Topic: Whether you are looking to purchase a new Enterprise Resource Planning system or maximize the use of a legacy system, this session will have something for you. Come listen to industry experts and other finance professionals share tips on leveraging your ERP software to maximize your return on investment. Speaker: Michael Fletcher, CPA and Kelly Meade, Xtreme Consulting Group Inc.	Title: Trends in Internet Fraud and Security Best Practices Topic: This educational session will provide an overview of internet and payment fraud, what they are, ways they are accomplished, and multiple ways to mitigate risk from the perspective of a finance or treasury professional. Attendees will learn key terminology associated with these forms of fraud and be able to walk out of the session with actionable strategies to determine their organization's risk and ways to address them. Understanding internet and payment fraud will look at the treasury function from a paper and electronic payment perspective Speaker: James Locke, JP Morgan Chase	Title: Preliminary Offering Statement Topic: Now that GASB, the rating agencies and the Legislators are focused on Pension Plan disclosures and are putting more emphasis on Pension Liabilities, plan sponsors will need to adjust their focus to put more emphasis on this area. Everyone will need to be updated on the impact of disclosure requirements and this session will include all aspects thereof. Speaker: Lori Smith-Lalia, Squire Sanders (US) LLP and Sylvia S. Penneys, Greenberg Traurig, P.A.

2013 FGFOA Conference Program

June 22 - 26, 2013, Boca Raton Resort

Date & Time	Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
Monday 06/24/13 12:00 AM to 10:00 AM	Opening Ceremony	Opening Ceremony	Opening Ceremony	Opening Ceremony
Monday 06/24/13 10:20 AM to 12:00 PM	<p>Title: The new GAAFR Blue Book, Through Statement 66</p> <p>Topic:</p>	<p>Title: Economic Update</p> <p>Topic: This session will present an overview of the current state of the economy, and provide a forecast of what may be on the horizon.</p>	<p>Title: Performance Management & Time Management</p> <p>Topic: How do you "juggle" all of the issues affecting your performance and eating away at your time bank? Come to this session and find out some interesting ways to improve in both areas or at least get a better handle!</p>	<p>Title: Pension Reform Ideas and New Plan Designs</p> <p>Topic: As pension costs have risen dramatically recently, virtually all local governments, both nationally and across the State, have been dealing with pension reform issues. This session will present an overview of plan design changes that are available, recent State Legislation and Administrative Rulings that affect plan designs, and some specific examples of design changes that have been implemented recently.</p>
Monday 06/24/13 1:30 PM to 3:10 PM	<p>Speaker: Bob Scott, City of Carrollton TX</p>	<p>Speaker: Robert Moore, Institutional Capital Management & Consulting</p> <p>Title: Best Practices of Fiscal Stewardship</p> <p>Topic: This session is designed for government finance professionals who are interested in learning more about effective financial management tools and controls to ensure sound fiscal practice and regulatory compliance. Add examples to description.</p>	<p>Speaker: Nicole Gasparri, City of Boca Raton</p> <p>Title: Disaster Recovery & Business Continuity</p> <p>Topic: Don't wait for a problem to occur - Be proactive - Plan now! Business has to continue even if a disaster occurs! Find out what some of the methods and strategies are in order to maintain continuity before, during and after the disaster.</p>	<p>Speaker: Jim Linn, Lewis Longman & Walker</p> <p>Title: Understanding Enterprise Risk Management for Pensions</p> <p>Topic: Defined Benefit Pension plans have many moving parts related to the assumptions, investments and provisions. Understanding and managing these factors is very important to plan for success.</p>
Monday 06/24/13 3:30 PM to 5:10 PM	<p>Speaker: Bob Scott, City of Carrollton TX</p> <p>Title: Accounting Complexities Facing Small Governmental Entities</p> <p>Topic: This session provides answers to a series of questions that present complex accounting and financial reporting issues facing many Florida governments of varying size and structure. The presentation will help expand your knowledge base of various GASB standards and related authoritative guidance. Topics include accounting for impairment of assets, capitalizing software costs, accounting for scheduled rent increases, recording certain debt-related transactions, and much more.</p>	<p>Speaker: David Keller, City of Weston</p> <p>Title: Process Improvement Techniques</p> <p>Topic: Government finance professionals are often asked to cut the "fat" from the budget. What if there is no "fat"? This session will discuss "Lean" process improvement techniques to eliminate non-value added processes in the delivery of services.</p>	<p>Speaker: Nicole Gasparri, City of Boca Raton</p> <p>Title: How to Optimize Knowledge Retention & Succession Planning</p> <p>Topic: Learn what is needed to develop a strategy to retain your governments knowledge. Develop a human capital strategy with a foundation in competency management, performance management and change management. What is the critical "at risk" knowledge?</p>	<p>Speaker: Steve Gordon, Bogdahn Group or Chad Little, Fraiman Little Actuaries, LLC</p> <p>Title: Current Debt Underwriting Environment and Bond Rating Requirements</p> <p>Topic: Now that the ratings agencies have revised there ratings criteria, it is beneficial to you to know what areas and factors get the most emphasis and should be in your focus in your activities to achieve and maintain your best ratings.</p>
	<p>Speaker: Andrew Laffin, CliftonLarsonAllen LLP</p>	<p>Speaker: Shayne Kavanaugh, GEOA and Bernadette Britz-Parker, James Moore & Co, P.L.</p>	<p>Speaker: Linda Davidson, City of Boca Raton</p>	<p>Speaker: Linda Howard, Orlando's Utility Commission and John Incorvalta, Moody's</p>

2013 FGFOA Conference Program
June 22 - 26, 2013, Boca Raton Resort

Date & Time	Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
Tuesday 06/25/13 8:00 AM to 9:40 AM	Title: Local Government Accountability Update Topic: Auditor General/Department of Financial Services. Updates from the State level and discussion on common reporting problems.	Title: Opening & Managing a Healthcare Clinic Topic: Interest in workplace clinics has intensified in recent years, with employers moving beyond traditional niches of occupational health and minor acute care to providing a full range of wellness and primary care services. This session will discuss how to design a model that will succeed and how to measure your return on investment.	Title: How to Effectively Communicate with Your Elected Officials Topic: With an increase of public scrutiny of expenditures, budgets, capital programs, and cost reduction policies, finance officers often find that they must explain to elected officials and other non-finance personnel. Share your experiences and learn from other practitioners what techniques can be used to meet these interesting and unique communication challenges.	Title: Investment Strategies and Economic Indicators Topic: Will economic indicators influence the investment strategies of successful professional money managers in this economic environment?
	Speaker: Marilyn Rosetti, Auditor General's Office	Speaker: Jeff Reagan and Glen Volk, Gallagher Benefit Services, Inc.	Speaker: Louis Boglioli, City of Stuart	Speaker: Craig Dismuke, Vining Sparks IBG and David M. Jang, Davidson Fixed Income Management, Inc.
	Title: Internal Audit with a Fraud Kicker Topic: A full-scope, idea-filled discussion on the role of internal auditing that will cover from the basics to best practices of governance, risk assessments, annual audit plans and follow-up. The presenters will also discuss special audits, such as forensic investigations, whistle blower investigations / allegations, as well as requests made by the governing body. The session will be rounded out with dialogue on occupational fraud, with an emphasis on understanding common schemes, detection techniques and preventative measures used to help an organization protect themselves against loss.	Title: Workplace Social Media Risk Topic: This presentation will address some of the employment law and professional liability risks associated with social networking, and also discuss some of strategies for maximizing the marketing opportunities online networking provides while reducing legal claim exposures.	Title: Ethics for Government Employees - Non CPA Topic: Information about the expected behavior of public officials in the performance of their duties. Focus will be on what is ethical, instead of what is legal.	Title: Risk Management for Healthcare Benefits Topic: Get an update on handling the options available and risks related to providing healthcare benefit to your employees as the new mandates take effect.
Tuesday 06/25/13 10:00 AM to 11:40 AM	Speaker: Jennifer Murtha and Clara Ewing, McGladrey & Pullen LLP	Speaker: Scott W. Atherton, Atherton Law Group, P.A.	Speaker: Angela Balent, Warren Averett, LLC	Speaker: Anna Maria Studley, Gehring Group
	Title: Preparing for a FEMA Audit Topic: How to prepare for a FEMA audit; what important records to maintain; best practices and mistakes to avoid.	Title: Developing a (pay-go) Capital Maintenance Financial Plan Topic: Budgetary pressures often impede capital program expenditures or investments for maintenance and replacement. This session will show participants how to develop a system for assessing their assets and appropriately budget for capital maintenance and replacement.	Title: DNA of a Finance Director Topic: This session will go cover areas that you will need to know if you want to be the next Finance Director! Some areas: People skills, Treasury, Concepts, Budget, CAFR preparation.	Title: Pension Discount Rate Discussion Topic: The rate that you are allowed to use, who determines or computes the rate, how the rate is determined, the impact of the rate allowed and chosen will have a significant impact on your balance sheet. Do leave you balance sheet to chance. Get guidance on how you can help in the process to get better results.
	Speaker: Oscar Andino, OIG Department of Homeland Security	Speaker: Mickey Miller	Speaker: Colin Baenzinger	Speaker: Buck Consultants
Tuesday 06/25/13 3:10 PM	Title: Single Audit Guidelines Topic: Review recent federal changes related to the 2011 Yellow Book revision and OMB A-133 audits. Also, review changes to OMB A-87 Cost Principles.	Title: Current Refinancing Opportunities Topic: In today's historically low interest rate environment, the decision to refinance debt could be a source of significant savings. Come listen to industry and local government professionals	Title: How to build positive as opposed to adversarial relationships with local media. Topic: How to build positive as opposed to adversarial relationships with local media. Also, tools and strategies you can use to promote your agency as a place where people and businesses want to	Title: Investment Policy Considerations Topic: Given the changes in the investment options, and products, a review of your compliance with this Statute is important. It is time for a refresher course in this important area.

2013 FGFOA Conference Program
June 22 - 26, 2013, Boca Raton Resort

Date & Time	Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
to 4:50 PM	<p>Speaker: Stephen Blann – Rehmann Robson</p>	<p>discuss current opportunities and pitfalls to avoid.</p> <p>Speaker: Matthew Sansbury and Alex Bugallo, Stifel Nicolaus</p>	<p>relocate.</p> <p>Speaker: Working with Carol Westmoreland-FLC and/or Rick Oppenheim??</p>	<p>Speaker: John Grady, Public Trust Advisors</p>

**2013 FGFOA Conference Program
June 22 - 26, 2013, Boca Raton Resort**

Date & Time	Accounting, Auditing, Internal Controls, Financial Reporting	Budget, Economics, Debt Management, Financial Planning	Policy, Leadership, Strategic Planning, Personnel and Technology	Banking, Investment, Risk and Treasury Management
Wednesday 06/26/13	Title: Accounting for Capital Assets Topic: Discuss best practices to incorporate into your policies and procedures relating to capital asset accounting and reporting. This session will explore all the major accounting and compliance issues surrounding capital assets held by governmental entities. We'll cover best practices regarding procurement, inventory management, and disposal of property and equipment, especially those assets acquired with grant funds. We'll also review all relevant accounting and financial reporting considerations, such as valuation of intangible assets under GASB 51, capitalization of interest costs, reporting infrastructure, and required note disclosures.	Title: Collective Bargaining Strategies Topic: Strategic planning is critical to successful collective bargaining. This session focuses on determining the needs and interests of management and the bargaining unit and aligning collective bargaining objectives with overall organizational objectives. Topics covered will include: establishing objectives and bargaining positions; setting collective bargaining priorities; computation of costs of proposals; strategies for difficult economic and operational issues.	Title: Developing a Strategic Plan Topic: In today's highly competitive business environment, budget-oriented or forecast-based planning methods are insufficient for an organization to survive and prosper. The organization must engage in strategic planning that clearly defines objectives and assesses both the internal and external situation to formulate and implement the strategy, evaluate the progress, and make adjustments as necessary to stay on track. Want to learn about strategic planning quickly and efficiently? This session is for you...	Title: Financial Strategies for Small Governments Topic: Best practices for small and medium governments are even more important now that governments have to do more with less. The experiences of professionals in this area will help to make the tasks more beneficial. Topics of discussion are banking, debt and investments.
8:00 AM to 9:40 AM	Speaker: Sarah Koser, Citrus County CC	Speaker: Bob Norton or another attorney from Allen, Norton & Blue	Speaker: Darrel Thomas, City of Weston	Speaker: Jeff Larson, Larson Consulting Services, LLC
Wednesday 06/26/13 10:00 AM to 11:40 AM	Title: Accounting for Pensions GASB 67 and GASB 68 Seminar Topic: Overview of pension accounting changes including effects of GASB 67 & 68. Required disclosure and other changes made by the standards.	Title: Legislative Update Topic: This session will review the most recent legislative actions adopted and discuss their implications on local governments.	Title: Funding Our Future Topic: Focused on municipal revenues and trends. Discussion on economic impacts and future revenue trends and implications.	Title: Bond Insurance Market Topic: Bond insurers are facing many challenges in this economy as bond issuers continue to face financial challenges. You will need to hear the words of the Bond Market Pros to navigate this new landscape.
	Speaker: Jeffrey A. DeLisle, Bolton Partners	Speaker: Amber Hughes, Florida League of Cities and Davin Suggs, Florida Association of Counties	Speaker: Mickey Miller	Speaker: Bob Inzer, Leon County CC

Note: Two 100-minute FICPA Ethics courses on Wednesday morning, separate from regular schedule



Florida Government Finance Officers Association
Legislative Committee
2012-2013

Agenda Item Request

2012-2013

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Shannon Ramsey-Chessman
Kevin Sterk
Ian Thomas

LIAISONS

Amber Hughes
Florida League of Cities

Davin Suggs
Florida Association of Counties

Meeting Date:

February 15, 2013

Title of Item: Report to Board

Summary, Explanation or Background Information on Request:

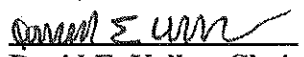
1. Since the last Board Meeting, the Legislative Committee completed final revisions reflecting comments from Board members to the 2013 Legislative Policies and Recommendations. These are now published at the FGFOA website. In addition, a one page summary was compiled and forwarded to staff.

2. The Board Liaison to the Committee chaired an ad hoc committee on a federal initiative which would impact the tax exempt status of municipal bonds. He is able to give a more detailed report on actions of that ad hoc committee.

3. Plans are being put together for the President of the Board, the Board Liaison and Chair of the Legislative Committee, The Executive Director of the FGFOA and a member of the Legislative Committee/FLC Legislative Advocate to meet with Members of the Legislature on February 14, 2013.

Recommended Action:

For informational purposes.


David E. Keller, Chair

January 29, 2013
Date



Florida Government Finance Officers Association
School of Governmental Finance
Committee
2013-14

2013-14

Agenda Item Request

CHAIRPERSON

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BOARD LIAISON

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William Blend
Candy Mitchell
Christine Tenney
Cindy Emshoff
Donna Lovejoy
Ed Stull
Harry Hall
Jeffrey Kern
Jennifer Desrosiers
John Grady
Julie Santamaria
Karen Ball
Teresa Gould
Larry Napier
Lisa Robinson
Karin Ashmore
Lisa Gladdue
Melissa Wohlleber
Tim Pozza
Mark Ben-Asher
Melanie Purcell
Michael Perry
Steven Alexander
John Grady
Lee Evett

Meeting Date: February 15, 2013

Title of Item: 2013 School of Governmental Finance
To be held November 18-22, 2013 at the Hyatt Sarasota

Executive Summary, Explanation or Background Information

The committee currently has 27 members, with five of the eight sub chairs committed. As of today, the following chairs are vacant: Technology Track, Treasury & Debt Management, and Accounting & Financial Reporting. Several people are still considering their level of participation.

We are continuing with the same format as last year, unless there is direction to change. Last year's attendance was as follows:

Basic/Intermediate – 60
Intermediate/Advanced – 93
Entire Week -70
Ethics – 20
Boot Camps were limited to 25 each.

We expect to have the committee's first (phone) meeting in late February to confirm assignments, start coming up with a theme, and what worked, what didn't work, last year, and break out our subcommittees for the sessions.

Recommended Action:

At this time, let me know if you have any changes in the format. Last year was the first time with the Executive boot camp.

Ann Marie S. Ricardi

Ann Marie S. Ricardi

February 1, 2013

Date



Florida Government Finance Officers Association
Small Government Committee
2012-2013

Agenda Item Request

2012-2013

CHAIRPERSON

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Julie Davis

Mary Ann Davis

Andrew Laffin

Jeff Larson

Cheryl Miller

Larry Napier

Rene O'Day

Jeff Plaugher

Olga Rabel

Lisa Robinson

Kevin Stork

David Ward

Meeting Date: February 15, 2013

Title of Item:

Executive Summary, Explanation or Background Information on
No formal report submitted

Recommended Action:

John McKinney

John McKinney

Date



Florida Government Finance Officers Association
Technical Resources Committee
2012-2013

Agenda Item Request

2012-2013

CHAIRPERSON

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Linda Howard

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Epifanio Gamera
Ron Harring
Andrew Laflin
Kevin Stork
Mark White
Jeffery Zeichner- Carr

Meeting Date: February 15, 2013

Title of Item:

Executive Summary, Explanation or Background Information on

No formal report submitted

Recommended Action:

Anne Fritz

Anne Fritz

Date



Florida Government Finance Officers Association, Inc.
Webinar Committee
2012-2013

CHAIR

Steve Chapman
schapman@nlauderdale.com

BOARD LIAISON

Ted Sauerbeck

COMMITTEE MEMBERS

Mark Fostier
Barry Skinner

Meeting Date: February 15, 2013

Title of Item: Committee Report: Webinar Committee

Executive Summary, Explanation or Background:

The GASB Reporting Standards Update Webinar was held on Thursday, January 24, 2013 with 377 attendees.

Recommended Action:

Steve Chapman
Chair

February 6, 201
Date

FGFOA Webinars

5727

Office Orlando

Office Orlando

[illegible]