



Florida Government Finance Officers Association, Inc.
Meeting of the Board of Directors
Friday, June 10, 2016
Lunch 12:00 p.m., meeting immediately following

**Marriott World Center Orlando
Chicago/Denver Meeting Room**

ATTENDANCE – FGFOA BOARD OF DIRECTORS MEETING

June 10, 2016

				<u>PRESENT</u>	<u>NOT PRESENT</u>
<u>OFFICERS</u>	1st Term	2nd Term	3rd Term		
Barry Skinner	2008-2011	2013-2016		[]	[]
Sarah Koser	2009-2012	2012-2015	2015-2017	[]	[]
Linda Howard	2010-2013	2013-2016	2016-2018	[]	[]
<u>DIRECTORS</u>					
Kimball Adams	2015-2018			[]	[]
Ken Burke	2014-2015	2015-2018		[]	[]
Nicole Gasparri	2015-2016			[]	[]
Jonathan McKinney	2014-2017			[]	[]
Binh Nguyen	2015-2018			[]	[]
Shannon Ramsey-Chessman	2013-2016			[]	[]
Jamie Roberson	2014-2017			[]	[]
Marilyn Rosetti	2014-2017			[]	[]
<u>COMMITTEE CHAIRS</u>					
Karen Keith, Certification				[]	[]
Johnna Agin, Conference Host				[]	[]
Michael Gomez, Conference Program				[]	[]
Dave Keller, Legislative				[]	[]
Cindy Kelley, Member Development				[]	[]
Jennifer Desrosiers, 2016 SOGF				[]	[]
Donna Wright, Technical Resources				[]	[]
Susan Nabors, Webinar				[]	[]
<u>AD-HOC COMMITTEE CHAIRS</u>					
Lee Huffstutler, Leadership FGFOA				[]	[]
<u>CHAPTER PRESIDENTS</u>					
Deborah White, Big Bend				[]	[]
Jason Loschiavo, Central Florida				[]	[]
Julio C. Lacayo, Jr., First Coast				[]	[]
Anne Lawler, Gulf Coast				[]	[]
Lorrie Simmons, Hillsborough				[]	[]
Olga Rabel, Nature Coast				[]	[]
Todd Hutchison, North Central Florida				[]	[]
Rebecca Pine, Palm Beach				[]	[]
Katy Nail, Panhandle				[]	[]
Emilie Smith, South Florida				[]	[]
Pete Lear, Southwest				[]	[]
Sondra D'Angelo, Space Coast				[]	[]
Kristin Daniels, Treasure Coast				[]	[]
Heidi L. Bova, Volusia/Flagler				[]	[]
<u>OTHERS IN ATTENDANCE</u>					
Jeannie Garner, Florida League of Cities				[]	[]
Penny Mitchell, Florida League of Cities				[]	[]
Melanie Howe, Florida League of Cities				[]	[]

FGFOA BOARD OF DIRECTORS MEETING AGENDA

DATE/TIME: Friday, June 10, 2016
Lunch 12:00 p.m., meeting immediately following

LOCATION: Marriott World Center Orlando; Chicago/Denver meeting room

Call to Order – Barry Skinner, President

Roll Call

Approval of the Agenda

Consideration of Minutes – April 8, 2016

Report of Officers

1. President – Barry Skinner

- A. Resignation of Board Member & Appointment of Replacement Director
- B. CGFO Test Bank Purchase by LAGFOA
- C. Leadership FGFOA Free Registration Policy
- D. 2015-2016 Action Plan Update

2. President-elect – Sarah Koser

- A. North Central Florida Boundary Extension
- B. Chapter President's Call

3. Secretary/Treasurer – Linda Howard

- A. Quarterly Financials as of March 31, 2016
- B. Investment Report as of March 31, 2016
- C. Check Register as of March 31, 2016
- D. 2016 Lifetime Achievement Award

4. Director's Report

- A. Engaging the Leadership Class – Binh Nguyen

5. Executive Director Report - Jeannie

- A. FGFOA Vendor Membership List
- B. Membership Update/List Serve/Conference Registrations

6. Meeting Planner Report

- A. Future Conference Dates and Locations

7. Other Reports

Standing Committee Reports

- 8. Certification Committee, Chair – Karen Keith**
- 9. Conference Host, Chair – Johnna Agin**
- 10. Conference Program, Chair – Mike Gomez**
- 11. Legislative, Chair – Dave Keller**
- 12. Membership Development, Chair – Cindy Kelly**
- 13. 2016 School of Governmental Finance, Chair – Jennifer Desrosiers**
- 14. Technical Resources, Chair – Donna Wright**
- 15. Webinar, Chair – Susan Nabors**
- 16. Other Business**
- 17. Next Meeting – Wednesday, June 15, 2016 – Miami Meeting Room, Marriott World Center Orlando**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
April 8, 2016

The meeting of the FGFOA Board of Directors took place on Friday, April 8, 2016 at the Embassy Suites Downtown Orlando, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Barry Skinner, President, Orange County Comptroller
Sarah Koser, President-elect, The Villages
Linda Howard, Secretary-Treasurer, Southwest Florida Water Management District
Kimball Adams, Director, City of Largo
Ken Burke, Director, Pinellas County Clerk of the Circuit *Court* and Comptroller
Nicole Gasparri, Director, City of Boca Raton
John McKinney, Director, City of Edgewater (left the meeting at 11:30 a.m.)
Binh Nguyen, Director, Lake County-Board of County Commissioners
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Jamie Roberson, Director, Osceola County Property Appraiser
Marilyn Rosetti, Director, Florida Auditor General

NOT IN ATTENDANCE:

Nicole Gasparri, Director, City of Boca Raton

COMMITTEE CHAIRS

Karen Keith, Certification
Johnna Agin, Conference Host
Jennifer Desrosiers, 2016 SOGF
Donna Wright, Technical Resources
Susan Nabors, Webinar

STAFF

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

CALL TO ORDER

There being a quorum, President Skinner called the April 8, 2016, meeting of the FGFOA Board of Directors to order at 9:00 a.m.

AGENDA

President Skinner reviewed the April 8, 2016, Agenda. **Mr. Burke moved, seconded by Ms. Howard to approve the April 8, 2016 Board of Directors meeting agenda. Motion passed unanimously.**

CONSIDERATION OF MINUTES

The November 4, 2015 minutes were reviewed. **Ms. Robinson moved, seconded by Ms. Howard to approve the November 4, 2015 minutes. Motion passed unanimously.**

PRESIDENT'S REPORT

Election Update

President Skinner reported the Nominating Committee met on February 23, 2016 to review nominations for the 2016 election of FGFOA Officers and Directors. Voting opened on April 6 and will close on April 14, 2016 at 5:00 p.m.

2016 Lifetime Achievement Award

President Skinner reported FGFOA is soliciting nominations for the 2016 Lifetime Achievement Award. The deadline for submission is April 8, 2016. Members of the Lifetime Achievement Committee are:

Linda Howard – Chair
Kim Adams
Donna Wright
Merv Timberlake
Rob Garner

Christopher Lyons Memorial Scholarship

President Skinner reported Jeannie Garner was contacted by member Cindy Emshoff suggesting FGFOA establish a scholarship in memory of Christopher Lyons, FGFOA Past-President who passed away in June 2015. The Board discussed this at length and while there is a desire to memorialize Chris Lyons' legacy, as he did so much for the FGFOA, it was decided that it would be most appropriate at the Chapter level. To do something at the state level could be setting a precedence that would be difficult to uphold for all, but may be achievable at the local level.

2015-2016 Action Plan

President Skinner indicated the action plan would be reviewed with each committee report.

PRESIDENT-ELECT REPORT

Appointment of Committee Chairs for 2016-2017

Ms. Koser announced her Committee Chairs for 2016-2017

- Certification – Kelly Rae Strickland, City of Sarasota
- Conference Program – Johnna Agin, City of Ocala and Susan Nabors, City of North Lauderdale
- Legislative – April Shuping, City of Gainesville
- Member Leadership Development – Karen Keith
- SOGF – Jennifer Desroseries, City of North Port (Approved at August 28, 2015 meeting)
- Technical Resources – Melissa Burns, City of St. Augustine Beach
- Webinars – Brandy Ferris, City of Fort Walton Beach

Ms. Roberson moved, seconded by Mr. Adams, to approve the Committee Chairs for 2016-2017. Motion passed unanimously.

Local Chapter President Conference Call

Ms. Koser reported the Local Chapter President conference call was February 25, 2016, 11 out of 15 Chapters were represented. Chapter Presidents on the call gave a status report on their chapters. The last call is scheduled May 18, 2016.

SECRETARY/TREASURER REPORT

Financials as of December 313, 2015

Ms. Howard reported on the Financials as of December 31, 2015. The Statement of Financial Position for the year ended December 31, 2015 shows total liabilities and unrestricted net assets were \$382,055 with total current liabilities of \$129,771 and unrestricted net assets of \$252,284. This represents a \$14,763 decrease in unrestricted net assets in comparison to the September 30, 2015 balance of \$66,759.

Investment Report as of December 30, 2015

Ms. Howard reviewed the Investment Report as of December 31, 2015. Synchrony Bank CD of \$77,471.19 was renewed at 1.25% APY and will mature on September 4, 2016. ProBank CD of \$76,853.36 at .75% APY will mature on September 10, 2016.

Check Register October 1 to December 30, 2015

Ms. Howard reviewed the check register.

EXECUTIVE DIRECTORS REPORT

2015-2016 FGFOA Budget

Ms. Garner reported that \$500 was budgeted for Standing Committee lunches. The 2016 SOGF Committee had a committee lunch at the 2015 School. The 2016 Host Committee will be meeting at Marriott World Center on April 4, 2016 for an on-site visit and meeting. The \$500 budgeted in the last couple of years had not been used. The budget needs to be amended for committee meetings from \$500 to \$1,000. **Ms. Roberson moved, seconded by Ms. Rosetti, to approve the budget increase to \$1,000 for committee lunches. Motion passed unanimously.**

Association Night Drink Tickets

Ms. Garner reported, at the November Board meeting, a motion was passed not to have drink tickets for Association Night. After consideration with meeting planning staff recommends to keep the two drink ticket per person to manage costs with the addition of the increased time for Association Night from one and half hours to two hours. **Ms. Koser moved, seconded by Ms. Howard, to approve keeping the two drink ticket per registered attendee for Association night. Motion passed unanimously.**

MEETING PLANNERS REPORT

Hotel Proposals for 2019 and 2020 Annual Conference

Ms. Garner reviewed Annual Conference Hotel options for 2019 and 2020. After discussion it was decided to table until the June 20, 2016 meeting when the meeting planner would be available to answer questions.

2017 School of Governmental Finance Location Proposals

Ms. Mitchell reviewed proposals for the 2017 SOGF. After review the consensus of the Board was to select Jacksonville as the location and to determine the best proposal between Omni Jacksonville or Hyatt Regency Jacksonville. It was later determined the Omni would be the best location for the 2017 School of Governmental Finance.

AD-HOC COMMITTEES REPORTS

Leadership FGFOA

Ms. Garner gave an update on the Leadership Class week. The class was a great success and twenty students was the perfect number. Ms. Garner suggested offering a challenge to the 2016 class graduates. If a graduate recommends a candidate for the 2017 program and the candidate is selected, the graduate

would receive a complimentary registration to the School or Annual Conference. **Mr. Nguyen moved, seconded by Ms. Rosetti to offer a 50% registration discount for conference to the graduate that recommends someone for the Leadership Program who qualifies and is accepted. Motion failed four to five, with President Skinner, Ms. Koser, Ms. Howard, Mr. Adams, and Ms. Ramsey-Chessman opposed. Mr. Burke was not present at the time of the vote. Ms. Ramsey-Chessman moved, seconded by Ms. Howard to offer a free conference registration if the recommended candidate was selected for the leadership program. Motion passed eight to two, with Mr. Nguyen and Ms. Rosetti opposed.**

STANDING COMMITTEE REPORTS

Certification Committee

Karen Keith, Chair, gave the Certification Committee report. The Municipal Budget exam was rewritten and reviewed. Special thanks to Mary-Lou Pickles and Kent Olson. Treasury Management was modified and reviewed. Approximately 19 new applicants were approved for the CGFO exams. The Spring CGFO exams will be offered in ten locations throughout the state. Six of the ten live webinars review sessions have been completed. Surveys were reviewed. Random CGFO renewals will be audited.

Conference Host Committee

Johnna Agin, Chair, gave the Host Committee report update.

Conference Program Committee

Ms. Rosetti, Board Liaison, gave an update on the conference program.

Legislative Committee

Ms. Ramsey-Chessman, Board Liaison, presented the Legislative Committee report. The committee has been sharing information by means of the e-bulletins distributed by the Executive Director, on bills significant to the FGFOA membership. In addition, the committee is keeping abreast of items at the Federal level and distributed information regarding the efforts to have municipal bonds included in the definition of High Quality Liquid Assets.

Member Development Committee

John McKinney, Board Liaison, presented the Member Development Committee Report. The committee has received the ACE Award applications and are reviewing. Winners will be selected May 15, 2016 and announced at the Annual Conference in June.

2016 School of Governmental Finance

Jennifer Desrosiers, Chair, gave the SOGF Committee report. The kick-off Luncheon was held November 5, 2015, resulted in a recommendation regarding the school schedule for Board review. To encourage agencies to send more tenured staff earlier in the week, it was recommended to add more Intermediate / Advanced sessions on Wednesday morning. The Basic / Intermediate courses currently are 2 ½ days. Extending the Intermediate / Advanced program to 2 ½ days would increase attendance for the Wednesday morning breakfast and break and could increase attendance at the Tuesday night reception. In addition, the session being held on Wednesday morning would increase from two, to four. These changes will have a budgetary impact, increasing the expenses. Therefore, the registration fee for the Intermediate / Advanced would increase to the same fee as the Basic / Intermediate program. Currently the Intermediate / Advance is \$210 compared to \$220 for the Basic / Intermediate sessions.

After review it was decided that a survey to the attendees would be best to determine if the additional sessions were necessary.

The SOGF Committee recommended theme for the 2016 School of Government Finance being held in Sanibel Harbour is "A Light in the Financial Seas".

Dr. Lynda Dennis has been secured for Monday and Tuesday's Intro to Governmental Accounting "Boot Camp". Boot Camp for new members has been filling rapidly and for the last few years has resulted in a waitlist. The Committee recommends giving the waitlisted members a one to two-day early entry to register for the Boot Camp. **Ms. Ramsey-Chessman moved, seconded by Mr. Adams, to send out the Boot Camp notice one to two days in advance to persons who were put on the waiting lists for previous Boot Camps. Motion failed four to five opposed.**

The committee recommends combining the ACE Award presentations into one or two standard sessions to keep all the course lengths consistent at two hours.

The subcommittees and their respective sub chairs for the 2016 SOGF are as follows:

Kimberly Ferrell, Leon County – Financial Management and Leadership
Olga Rabel, Sumter County – Budget
Ingrid Gaskin-Friar, City of Melbourne – Treasury and Debt Management
Connie Wolfe, Clay County Clerk of Circuit Court – Accounting and Financial Reporting

In March, the subcommittees began working together to discuss and identify session topics and potential speakers for their respective tracks. A conference call is planned for April to review the preliminary program schedule to be submitted to the Board at their June board meeting.

Technical Resources Committee

Donna Wright, Chair, presented the Technical Resources Committee report. The committee has completed four draft responses to GASB's Exposure Drafts (ED):

1. ***Implementation Guide No. 20XX-X, Implementation Guidance Update – 20XX***
2. ***Pension Issues – an amendment of GASB Statements No. 67 No. 68 and No. 73***
3. *Certain Asset Retirement Obligations*
4. *Fiduciary Activities* (currently being reviewed by the Board)

There is one additional Exposure Draft that the TRC is working on and the Board will receive a draft response in May. *Leases* comment deadline May 31, 2016.

2015-2016 Webinar Committee

Susan Nabors, Chair, gave the Webinar Committee report. Economic Update/Bonds/Investments was held on March 17, 2016 and Legislative update will be April 14, 2016.

NEXT MEETING

The next meeting of the Board of Directors will be at 12:00 noon, June 10, 2016, Marriott World Center Orlando, Florida.

ADJOURNMENT

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April 8, 2016
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The meeting adjourned at 11:30 p.m.

Jeannie Garner
Executive Director, FGFOA

ATTEST:

Barry Skinner, President

Linda Howard, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
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President-Elect
Sarah Koser

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DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Resignation of Board Member

Executive Summary, Explanation or Background Information on Request:

Binh Nguyen has accepted a position outside of a governmental entity starting July 1, 2016. Binh's resignation letter is attached effective after the Tuesday Business Lunch, June 14, 2016. While Binh's term has been short, he has contributed greatly to the FGFOA this past year as a Board member and for many years as a committee member and Chair. We look forward to continuing to work with Binh in his new role which will keep him connected to the FGFOA.

According to the Bylaws Article IV:

*In the event of a vacancy in a director seat, **the President may appoint an individual to serve in that seat until the next scheduled election, or may elect to leave the seat vacant until the next scheduled election.** Should the President elect to appoint an active member for that seat, the Board of Directors shall confirm the appointment by majority vote. In the event the Board of Directors shall fail to confirm the appointment, the President may appoint another active member, and this process shall be repeated until the Board of Directors confirms the appointment. A confirmation vote may be made by conference telephone call or by action at a regular or special meeting of the Board of Directors.*

Recommended Action:

Appointment of Replacement Director

Barry Skinner
President

June 3, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Resignation Director At-Large

Executive Summary, Explanation or Background Information on Request:

President Barry Skinner,

Please accept this letter as notice of my resignation from my position as Director At-Large, FGFOA Board of Directors.

Thank you for the opportunities that I have received at the Florida Government Finance Officers Association. I have enjoyed working with all Board members and Officers. If I can be of any assistance during the time it will take to fill the position, please don't hesitate to let me know. Thank you

Recommended Action:

Resignation effective end of Annual Business Meeting, June 14, 2016

Binh Nguyen
Board Member

May 27, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Sarah Koser

Secretary/Treasurer

Linda Howard

DIRECTORS

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Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: CGFO Test Bank Purchase by LAGFOA

Executive Summary, Explanation or Background Information on Request:

The Louisiana GFOA has contacted us to purchase one or two of our exams. We previously sold Debt Administration and Treasury Management for \$1,200 apiece for a total of \$2,400 back in 2009.

Please see email correspondence below:

From: Billie Tripp <cctripp@eatel.net>

Date: May 18, 2016 at 11:20:29 AM EDT

To: 'Jeannie Garner' <JGarner@flcities.com>

Subject: RE: LA GFOA tests

Reply-To: <cctripp@eatel.net>

Jeannie

We have a board meeting June 23 so let me know what your board wants to do. I don't have a budget in mind. I think we would prefer the Treasury Management (Investment) materials first if we go with just one since we tend to get more requests in that area than Debt Management.

Let me know and we can go from there. Thanks so much.

Billie

From: Jeannie Garner [<mailto:JGarner@flcities.com>]

Sent: Wednesday, May 18, 2016 10:10 AM

To: cctripp@eatel.net

Subject: Re: LA GFOA tests

Hi Billie - let me check with the Committee to make sure we are finished. We do not have study materials. We do have instructional power points used for the training sessions (in person and webinars). The Board will need to discuss how much to charge. Do you have a budget in mind? Our next meeting is June 10th.

Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

May 17, 2016, at 4:20 PM, Billie Tripp <cctripp@eatel.net> wrote:
Hi Jeannie

I just wanted to check back with you to see if your group was able to update the exams. Just let me know when you get a chance. Thanks so much and hope all is good on your end.

Billie

From: Jeannie Garner [<mailto:JGarner@flcities.com>]
Sent: Tuesday, July 21, 2015 11:08 AM
To: cctripp@eatel.net
Subject: RE: LA GFOA tests

Hi Billie -- Your timing is interesting! We are just about to do a small update (by November) and then maybe a complete rewrite of our exams. We have a conference call this Thursday to discuss our game plan, so let me get back to you after that call.
Jeannie

From: Billie Tripp [<mailto:cctripp@eatel.net>]
Sent: Tuesday, July 21, 2015 12:04 PM
To: Jeannie Garner
Subject: LA GFOA tests

Jeannie

I hope you are doing well. We had purchased a couple of tests and study guides from your GFOA Association in 2009 for the Treasury Management and Debt Administration Modules. We are in need of updating these and asking if we might purchase your newest exams and study guides in these areas. Please let me now your thoughts and process. Thanks so much for your assistance.

Billie Tripp
LA GFOA Program Coordinator
PO Box 1029
Gonzales LA 70707-1029
225-644-0619

Recommended Action:

Offer to sell the tests that they want, plus the instructional PowerPoints for \$2,000 each.

Barry Skinner
President

March 14, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

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Barry Skinner

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Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Leadership FGFOA Free Recruitment Registration Policy

Executive Summary, Explanation or Background Information on Request:

In an effort to recruit quality candidates to the FGFOA Leadership Program, the Board has adopted the following policy:

If a member of the current graduation (ex: 2016) class provides a letter of recommendation for a candidate that is selected and graduates with the next class (must be in immediate subsequent year ex: 2017), the graduate that recommended the person will receive a free conference registration for the Annual Conference or School of Governmental Finance during that same year (ex: 2017).

Recommended Action:

Jeannie Garner, Executive Director

June 6, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Meeting Date: June 10, 2016

Title of Item: 2015-2016 Action Plan

Executive Summary, Explanation or Background Information on Request:

For Review

Recommended Action:

Barry Skinner
President

June 3, 2016
Date



FGFOA Board of Directors Strategic Planning 2015-2016 Action Plan

VISION

The 2015-2016 year will be focused on improving our existing structure, processes and effectiveness in order to attract and maintain valuable volunteers and continue to provide our membership with high quality resources and services.

COMMITTEE MANUALS

The Committee Manual should be an instructional Manual for the Committees. It is a living document that needs to be reviewed and updated each year. The Manual does not need Board approval, but the liaison has the responsibility to make sure it reflects the Board's goals and objectives.

Goal: Need to provide a consistent template format **COMPLETED**

Who: President-Elect & Secretary/Treasurer

Deadline: By 2015 Conference

Specifics: General or Detailed? - Needs to be flexible
Add timeline – deadlines
Chair should be on the committee prior
Add requirements for reporting to the Board
Add transition section – mandatory meeting with incoming and outgoing chair/liaison (April/May). Incoming Liaison is accountable for the update of the Manual
Clarify Responsibilities of Committee and Administrator
Terms – remove from all manuals
Make “suggestions” for number of committee members (not mandate)

Goal: Update the Committee Manuals prior to the conference **COMPLETED**

Who: New Chair and Liaison's (with input from outgoing).

Deadline: By 2015 Conference

Goal: Provide speaker names and contact information from last two years for conference, school and webinars to each program chair.

Who: Administrator

Deadline: Provide to the new SOGF Chair at the prior SOGF
Provide to the new Conference Program Chair and Webinar Chair at the first Committee meeting at the Conference

CHAPTER VISION

Goal: Board members to attend their local chapter meetings and at least once a year provide an FGFOA Board activity update. **ONGOING**

Deadline: End of the 2015-2016

Who: All Board Members. President-Elect responsible for tracking and reporting on the goal.

Specifics: Use the FGFOA orientation PowerPoint as a tool.

SPEAKER EVALUATION & SELECTION

Goal: More effectively evaluate speakers **COMPLETED AND ONGOING**

Who: Administrator and Moderators

Deadline: Begin at 2015 Annual Conference

Specifics: Add a Session Evaluation Form and have the Moderator complete and return immediately after each session. Develop a "black list" of speakers that should not be asked to return.

CGFO COMMITTEE

- Add Spring review classes either in person or webinars **IN PROGRESS**
- Add formal sub-committees
 - Applications & Recertification/Renewals
 - Exam Questions Review Subcommittee
 - Exam and Review (Fall/Spring) Subcommittee
 - Special Committee – Review by Webinar Subcommittee
- Update CGFO Brochure & other information on website
- Consider practice questions and make recommendation to the Board
- Engage new test writer/reviewer

CONFERENCE HOST COMMITTEE

- Add emerging leader networking to goals – conduct last session on Monday (program Committee) then invite to special reception – Host Committee to plan reception
- Simplify sub-committee structure down to 4
 - Conference Support
 - Conference Events
 - Golf & Other Sports
 - Tuesday Night Event

CONFERENCE PROGRAM COMMITTEE

- Develop a method where members can recommend topics & speakers
- Make sure we maintain high quality speakers – no sales pitches
- Identify speakers earlier to include in the announcement
- Add session description to the Speaker Engagement Form (online by FLC) so the speaker can write the description & have the Committee facilitate sending the link to the speakers
- Add emerging leader networking to goals - last session on Monday interactive networking session, then invite to special Emerging Leaders Reception (Host Committee to plan the reception)

LEADERSHIP AD-HOC COMMITTEE

- Keep as an ad-hoc committee for the 15-16 year and make a Standing Committee if program is successful and continued.

LEGISLATIVE COMMITTEE

- Legislative Committee will not take a “position”, but will provide analysis and information as needed. However, if a global issue arises, the Board may consider a position.
- Need more members
- Committee members should be diversified (by government)
- Develop Legislative Impact Papers relevant issues as needed during session
- Continue with the informative Legislative E-Bulletins

MEMBERSHIP COMMITTEE

- Change name of Membership Development Committee to Member Development Committee effective June 17, 2015 **COMPLETED**
- Focus on “Member” Development (engagement, participation), rather than new FGFOA members. Secondary focus on how to attract new people to government finance.
- ACE Award move Member Development Committee **COMPLETED**
- Get statistics from Newsletter readership **COMPLETED**
- Bring recommendations to the Board on how to increase usage and relevance of social media and communication in general (Newsletter, E-bulletins, FACEBOOK, other possible communication venues). By August 28, 2015 BOD meeting

SCHOOL OF GOVERNMENTAL FINANCE

- Expand networking opportunities – hospitality suite participation is low – Committee has the flexibility to plan something extra if they want
- Add session description to the Speaker Engagement Form (online - FLC) so the speaker can write the description & have the Committee send the link to the speakers
- Add emerging leader networking to goals - last session on Monday interactive networking session, then invite to special Emerging Leaders Reception (Committee to plan the reception)
- Have the first meeting at the School year before
- Provide a template for schedule & tracks to the new Chair
- Chair should be appointed at August Board meeting
- Add a Session Evaluation Form and have the Moderator complete and return immediately after each session.

TECHNICAL RESOURCE COMMITTEE

- ACE Awards – Move to Member Development Committee
- Increase membership of the committee – focus on adding an actuary

WEBINAR COMMITTEE

- Keep top quality speakers.
- Keep communicating the value of this benefit.
- The goal is to provide 8 webinars
- Establish topics and dates early – Monday meeting at conference



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: North Central Florida Expansion Request

Executive Summary, Explanation or Background Information on Request:

The North Central Florida Chapter is interested in expanding their borders to include Suwannee, Union and Bradford Counties. These three counties are not currently included within the boundaries of any other Local Chapter. All of these counties are contiguous to the current borders of the chapter.

Recommended Action:

Approve expanding the borders of the North Central Florida Chapter to include three additional counties; Suwannee, Union and Bradford.



Sarah C. Koser, President-Elect

5/6/2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
Barry Skinner

President-Elect
Sarah Koser

Secretary/Treasurer
Linda S. Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Johnathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: May 18, 2016

Title of Item: Local Chapter President Conference Call

Executive Summary, Explanation or Background Information on Request:

A conference call was held with the local chapter Presidents on May 18th.

Seven of the fourteen chapters were in attendance

Attached are the meeting minutes

Recommended Action:
Information only.


Sarah C. Koser, President-Elect

May 18, 2016
Date

May 18, 2016

Local Chapter President Conference Call

Minutes

1. Roll Call

a. In Attendance

- i. Sarah Koser – President-Elect – Board Liaison
- ii. Merrily Bennett – FGFOA – Executive Assistant
- iii. Kimberly Ferrell – Big Bend Chapter
- iv. Laurie Campbell – Central Florida Chapter
- v. Judith Garard – Florida First Coast Chapter
- vi. Anne Lawler - Gulf Coast Chapter
- vii. Karen Keith -Hillsborough Chapter
- viii. Katy Nail - Panhandle Chapter
- ix. Bryan Cahen – South Florida Chapter

b. Not in Attendance

- i. Marge Strausbaugh – Nature Coast Chapter
- ii. Todd Hutchison – North Central Florida Chapter
- iii. Alison Teslia – Palm Beach Chapter
- iv. Peter Lear – Southwest Florida Chapter
- v. Sondra D’Angelo – Space Coast Chapter
- vi. Kristin Daniels – Treasure Coast Chapter
- vii. Heidi Bova – Volusia/Flagler Chapter

2. Local Chapter status reports from each local chapter President

a. Kimberly Ferrell – Big Bend Chapter

- i. Number of current members – 80
- ii. Attendance at last meeting – last Friday 13th – moved to new venue – had 68 people – normal around 30 – 2nd meeting had about 45 at the new venue – 4 hours A&A –
- iii. Upcoming meeting – not planned yet
- iv. Interesting CPE provided - Purvis Gray & Co – GASB Update, Law, Redd, Crona & Monroe, P.A. – Red Flags for Auditors
- v. Dues remain at \$10 – suggesting going to \$20

b. Judith Garard – Florida First Coast Chapter

- i. Number of current members – Declined – went from 108 active to 83 this year
- ii. Attendance at last meeting
- iii. Upcoming meeting – June 23rd – vote in new officers – still looking for one Board member
- iv. Interesting CPE provided – had to cancel March meeting due to GASB 68 – working on getting pension notes done – only had 10 sign up so cancelled.
- v. Membership Outreach committee.

- vi. Working on Transition to new President
- c. Anne Lawler – Gulf Coast Chapter
 - i. Number of current members - 166
 - ii. Attendance at last meeting – April 14th luncheon – Pam Dubov Property Appraiser as speaker – 90 members in attendance
 - iii. Upcoming meeting – June 9th – elect Board – speaker – Amber Hughes from FLC
 - iv. Interesting CPE provided
 - v. Was able to take credit card payments for the April meeting
 - vi. \$20 dues
- d. Laurie Campbell – Central Florida Chapter
 - i. 232 members
 - ii. Last Friday – FLC – Disaster recovery planning – Obama Care
 - iii. New facility – MetroPlan in downtown
 - iv. Speakers were great – topics were timely
 - v. July – new year – first meeting will be in August
- e. Katy Nail – Panhandle Chapter
 - i. 80 members approximately
 - ii. April 22nd – changed location – Okaloosa County Sheriff's office – more new faces at meeting
 - iii. Mike Matheny – Disaster Recovery – 4 hours TB
 - iv. First meeting July 29th – Amber Hughes – Legislative Update
 - v. Hard to get people to volunteer to serve on the Board
- f. Bryan Cahen – South Florida Chapter
 - i. Busy last couple months
 - ii. March ½ day seminar – 3 CPE Credits – Richard Pengelly and Khalid Yasim PFM Asset Management , Matt Tight Public Trust Advisors, Michael Futterman Marcum.
 - iii. 60 members in attendance
 - iv. Different crowd of people for this seminar
 - v. April – annual meeting – 63 members – Board elections – speaker Michael Burton of Burton & Associates – Long Term Financial Sustainability
 - vi. Adopted slate of candidates
 - vii. June meeting will be swearing in – turn over to new Board – Emilie Smith new President – Speaker to be Dean Meade – Sr. Research Mgr. with GASB – lives in Palm Beach – will be interesting 1 hour discussion.
 - viii. Approximately 200 members
 - ix. Dues \$25
- g. Karen Keith – Hillsborough Chapter
 - i. Spring education seminar – full day seminar – May 12th – Jeff Larson and Rene O'Day - Larson Consulting, Diane Reichard City of Plant City, James Clemensen - Clifton Allen Larson, Roderick Harvey – CVA/HCT Certified Public Accountants & Consultants, LLC.

- ii. Approximately 200 members
 - iii. About 6 new members from the latest event
 - iv. 45 people attended the full day
 - v. Dues were at \$5 increased to \$10
- 3. Annual Conference – June 11-15 – Orlando Marriott World Center
 - a. Reminder of Year End Report for Annual Conference
 - i. Due May 31, 2016
- 4. Anything else to share?
 - a. Questions for the FGFOA
 - i. Katie Nail - Anyone have a recommendation for a Fraud Speaker?
Merrily to look in file and provide some names.



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
Barry Skinner

President-Elect
Sarah Koser

Secretary/Treasurer
Linda S. Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Johnathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Local Chapter Attendance Update

Executive Summary, Explanation or Background Information on Request:

The following Local Chapters had a Board member attend at least one meeting during the 2015-2016 year:


Central Florida
Nature Coast
Gulf Coast
Palm Beach
Big Bend
Hillsborough
Treasure Coast
Panhandle
Volusia/Flagler

The following Local Chapters still remain unattended by an FGFOA Board member:

Florida First Coast
North Central
Volusia/Flagler
Southwest Florida
South Florida
Space Coast
Treasure Coast

See attached spreadsheets regarding attendance.

Recommended Action:
Information only.


Sarah C. Koser, President-Elect

May 31, 2016
Date

Local Chapter Meeting Attendance by Board Members - 2015-2016
June - August 2015

Board Member	Chapter Attended	Date	Update Provided	Topic of Update/Meeting Status/Notes
Barry Skinner	Central Florida	7-Aug-15	Yes	SOGF/Webinar/Leadership Program/Get involved in Local Chapter
Sarah Koser	Nature Coast	15-Jul-15	Yes	Leadership Program/School of Government Finance/Get involved
Linda Howard	Nature Coast			<i>Has not been able to attend since Conference</i>
Kim Adams	Gulf Coast	4-Jun-15		Ken Burke provided update on FGFOA
Ken Burke	Gulf Coast	4-Jun-15	Yes	Was Guest Speaker and Provided FGFOA Update
Nicole Gasparri	Palm Beach			<i>Chapter has not met since June</i>
John McKinney	Volusia/Flagler	19-Jun-15		
Binh Nguyen	Central Florida	7-Aug-15		<i>Barry provided update</i>
Shannon Ramsey-Chessman	Palm Beach			<i>Chapter has not met since June</i>
Jamie Roberson	Central Florida	7-Aug-15		<i>Barry provided update</i>
Marilyn Rosetti	Big Bend			<i>Meeting is Friday - 8-28-2015 - next meeting Nov.</i>

Local Chapters without Representation

Florida First Coast
Hillsborough
North Central
Panhandle
Southwest Florida
South Florida
Space Coast
Treasure Coast

Closest Board Members (Geographically)

John McKinney or Barry Skinner
Ken Burke or Kim Adams
Sarah Koser or Linda Howard
Marilyn Rosetti
Kim Adams or Ken Burke
Nicole Gasparri or Shannon Ramsey-Chessman
Binh Nguyen or Jamie Roberson
Jamie Roberson or Binh Nguyen



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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President
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President-Elect
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DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Quarterly Financials March 31, 2016

Executive Summary, Explanation or Background Information on Request:

Recommended Action:

For Review

Linda Howard, Secretary/Treasurer

June 3, 2016
Date

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Comparative Statement of Financial Position
March 31, 2016, December 31, 2015, September 30, 2015, June 30, 2015, and March 31, 2015

	31-Mar-16	31-Dec-15	30-Sep-15	30-Jun-15	31-Mar-15
ASSETS					
Current Assets:					
Cash - Capital City Bank	\$ 329,091	147,981	129,450	187,707	261,472
Investments - Vanguard	40,790	40,752	40,739	265,730	65,723
Investments - CD's	155,673	155,287	154,902	154,537	154,178
Accounts Receivable	54,015	11,920	8,175	73,791	24,570
Interest Receivable	65	63	58	56	61
Prepaid Expenses	6,966	130	0	5,864	348
Prepaid Conference Expenses	12,692	0	0	0	1,685
Prepaid School of Gov Finance Expenses	431	0	948	0	0
Deposits	30,533	23,233	49,103	5,000	9,288
Total Current Assets	\$ 630,256	379,366	383,375	692,685	517,325
Equipment:					
Computer Equipment	\$ 5,227	5,227	5,227	5,227	5,227
Less: Accumulated Depreciation	(4,149)	(4,038)	(3,927)	(3,815)	(3,693)
Net Equipment	\$ 1,078	1,189	1,300	1,412	1,534
Other Assets:					
Deposits	1,500	1,500	4,000	1,500	1,500
Total Assets	\$ 632,834	382,055	388,675	695,597	520,359
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Revenues	\$ 355,075	0	30,430	26,950	268,970
Accounts Payable	39,041	129,771	91,198	468,359	37,909
Total Current Liabilities	\$ 394,116	129,771	121,628	495,309	306,879
Unrestricted Net Assets	\$ 238,718	252,284	267,047	200,288	213,480
Total Liabilities and Unrestricted Net Assets	\$ 632,834	382,055	388,675	695,597	520,359

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine Months Ended March 31, 2016

	--ACTUAL--				--BUDGET--		---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-15	1-Oct-15	1-Jan-16	1-Apr-16	1-Jul-15	1-Jul-15	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-15	31-Dec-15	31-Mar-16	30-Jun-16	30-Jun-16	30-Jun-16	SPENT	DATE
REVENUES								
Membership Dues	\$ 83,195	5,005	5,670	0	93,870	97,000	0.97	(3,130)
Investment Income	376	403	427	0	1,206	1,500	0.80	(294)
Annual Conference	0	0	0	0	0	487,300	0.00	(487,300)
School of Governmental Finance	0	92,324	0	0	92,324	69,000	1.34	23,324
Leadership FGFOA	0	0	0	0	0	60,000	0.00	(60,000)
Seminars	0	0	0	0	0	22,000	0.00	(22,000)
CGFO Fees	19,380	13,795	19,890	0	53,065	30,000	1.77	23,065
Miscellaneous Income	276	892	0	0	1,168	1,000	1.17	168
TOTAL REVENUES	\$ 103,227	112,419	25,987	0	241,633	767,800	0.31	(526,167)
EXPENSES								
Professional Services:								
Florida League of Cities, Inc.	\$ 24,242	24,242	24,243	0	72,727	96,585	0.75	23,858
Auditor Fees	0	0	8,875	0	8,875	8,875	1.00	0
Total - Professional Services	\$ 24,242	24,242	33,118	0	81,602	105,460	0.77	23,858
Meeting Expenses:								
Board of Directors	\$ 2,686	2,277	0	0	4,963	8,500	0.58	3,537
Strategic Planning	0	0	0	0	0	2,750	0.00	2,750
GFOA Conference	0	0	0	0	0	5,000	0.00	5,000
GFOA Reception	0	0	0	0	0	5,000	0.00	5,000
Chapter Visitation by Officers	0	0	0	0	0	0	0.00	0
Total - Meeting Expenses	\$ 2,686	2,277	0	0	4,963	21,250	0.23	16,287

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine Months Ended March 31, 2016

	--ACTUAL--					---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-15	1-Oct-15	1-Jan-16	1-Apr-16	1-Jul-15	1-Jul-15	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-15	31-Dec-15	31-Mar-16	30-Jun-16	30-Jun-16	30-Jun-16	SPENT	DATE
Training/Education:								
Conference Expenses	\$ 0	0	0	0	0	484,550	0.00	484,550
School of Governmental Finance	0	93,581	360	0	93,941	79,537	1.18	(14,404)
Leadership FGFOA	0	0	0	0	0	50,100	0.00	50,100
Seminars	0	0	450	0	450	24,000	0.02	23,550
CGFO Review & Re-write	0	0	0	0	0	2,000	0.00	2,000
CGFO Program Expenses	34	269	494	0	797	500	1.59	(297)
Total - Training/Education	\$ 34	93,850	1,304	0	95,188	640,687	0.15	545,499
Standing Committees:								
Standing Committee Meetings	0	1,439	237	0	1,676	500	3.35	(1,176)
Membership Services Outreach	0	0	0	0	0	0	0.00	0
All Committee Meetings @ Conference	0	0	0	0	0	6,000	0.00	6,000
Total - Standing Committees	\$ 0	1,439	237	0	1,676	6,500	0.26	4,824
Communication to Members:								
Postage & Mailing	222	88	41	0	351	1,500	0.23	1,149
Internet Homepage	0	0	0	0	0	100	0.00	100
Printing & Duplicating	91	532	109	0	732	1,000	0.73	268
Total - Communication to Members	\$ 313	620	150	0	1,083	2,600	0.42	1,517

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine Months Ended March 31, 2016

	---ACTUAL---					---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-15	1-Oct-15	1-Jan-16	1-Apr-16	1-Jul-15	1-Jul-15	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-15	31-Dec-15	31-Mar-16	30-Jun-16	30-Jun-16	30-Jun-16	SPENT	DATE
Administrative Expenses:								
Insurance Expense	\$ 3,955	0	0	0	3,955	4,000	0.99	45
List Serve	1,439	586	531	0	2,556	5,000	0.51	2,444
Filings & Registrations	0	0	0	0	0	61	0.00	61
Staff Travel	362	0	0	0	362	3,000	0.12	2,638
Miscellaneous Expense	454	326	949	0	1,729	6,000	0.29	4,271
Student Promotion	0	0	0	0	0	0	0.00	0
Credit Card and Bank Fees	2,871	3,731	3,152	0	9,754	15,000	0.65	5,246
Depreciation	112	111	112	0	335	500	0.67	165
		0						
Total - Administrative Expenses	\$ 9,193	4,754	4,744	0	18,691	33,561	0.56	14,870
Contributions:								
Contributions	\$ 0	0	0	0	0	0	0.00	0
Total - Contributions	\$ 0	0	0	0	0	0	0.00	0
TOTAL EXPENSES	\$ 36,468	127,182	39,553	0	203,203	810,058	0.25	606,855
Increase (Decrease) in Unrestricted Net Assets	\$ 66,759	(14,763)	(13,566)	0	38,430	(42,258)	(0.91)	80,688
Unrestricted Net Assets, Beginning of Period	\$ 200,288	267,047	252,284	238,718	200,288	200,288	1.00	0
Unrestricted Net Assets, End of Period	\$ 267,047	252,284	238,718	238,718	238,718	158,030	1.51	80,688

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

**Statement of Cash Flows
For the Nine Months Ended March 31, 2016**

Cash Flows From Operating Activities

Receipts from Members and Associates	\$	500,922	
Receipts from Exhibitors and Hotel Sites		87,405	
Interest and Dividends		1,196	
Fees Paid to Florida League of Cities		(107,387)	
Payments to Vendors		<u>(564,556)</u>	
Net Cash Used by Operating Activities	\$		(82,420)

Cash Flows from Investing Activities

Purchase of Certificates of Deposit	\$	(78,562)	
Proceeds from Certificates of Deposit		<u>77,426</u>	
Net Cash Used by Investing Activities	\$		<u>(1,136)</u>
Net Decrease in Cash and Cash Equivalents	\$		(83,556)
Cash and Cash Equivalents-Beginning of Period	\$		<u>453,437</u>
Cash and Cash Equivalents-End of Period	\$		<u><u>369,881</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Nine Months Ended March 31, 2016

Reconciliation of Increase in Net Assets to Net Cash

Used by Operating Activities

Increase in Net Assets	\$	38,430	
Adjustments to Reconcile Increase in Net Assets to Net Cash Used by Operating Activities:			
Depreciation		335	
Decrease in Accounts Receivable		19,766	
Increase in Prepaid Expenses		(14,225)	
Increase in Deposits		(25,533)	
Decrease in Accounts Payable		(429,318)	
Increase in Deferred Revenues		<u>328,125</u>	
Net Cash Used by Operating Activities	\$		<u><u>(82,420)</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Comparative Statement of Financial Position
March 31, 2016, December 31, 2015, September 30, 2015, June 30, 2015, and March 31, 2015

	31-Mar-16	31-Dec-15	30-Sep-15	30-Jun-15	31-Mar-15
ASSETS					
Current Assets:					
Cash - Capital City Bank	\$ 329,091	147,981	129,450	187,707	261,472
Investments - Vanguard	40,790	40,752	40,739	265,730	65,723
Investments - CD's	155,673	155,287	154,902	154,537	154,178
Accounts Receivable	54,015	11,920	8,175	73,791	24,570
Interest Receivable	65	63	58	56	61
Prepaid Expenses	6,966	130	0	5,864	348
Prepaid Conference Expenses	12,692	0	0	0	1,685
Prepaid School of Gov Finance Expenses	431	0	948	0	0
Deposits	30,533	23,233	49,103	5,000	9,288
Total Current Assets	\$ 630,256	379,366	383,375	692,685	517,325
Equipment:					
Computer Equipment	\$ 5,227	5,227	5,227	5,227	5,227
Less: Accumulated Depreciation	(4,149)	(4,038)	(3,927)	(3,815)	(3,693)
Net Equipment	\$ 1,078	1,189	1,300	1,412	1,534
Other Assets:					
Deposits	1,500	1,500	4,000	1,500	1,500
Total Assets	\$ 632,834	382,055	388,675	695,597	520,359
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Revenues	\$ 355,075	0	30,430	26,950	268,970
Accounts Payable	39,041	129,771	91,198	468,359	37,909
Total Current Liabilities	\$ 394,116	129,771	121,628	495,309	306,879
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FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Nine Months Ended March 31, 2016

Reconciliation of Increase in Net Assets to Net Cash

Used by Operating Activities

Increase in Net Assets	\$	38,430	
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Decrease in Accounts Receivable		19,766	
Increase in Prepaid Expenses		(14,225)	
Increase in Deposits		(25,533)	
Decrease in Accounts Payable		(429,318)	
Increase in Deferred Revenues		<u>328,125</u>	
Net Cash Used by Operating Activities	\$		<u><u>(82,420)</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
2015 School of Governmental Finance
Palm Beach Gardens, FL

REVENUE COMPARISON

REGISTRATIONS	# of REG	2015 ACTUAL	ORIGINAL BUDGET	VARIANCE
Active Member Basic	50	11,000	69,000	(58,000)
Active Member Basic Late	7	1,820		1,820
Active Member Intermediate	78	16,380		16,380
Active Member Intermediate Late	9	2,250		2,250
Associate Member Basic	2	570		570
Associate Member Intermediate	1	310		310
Non Member Basic	5	1,725		1,725
Non Member Basic Late	1	385		385
Non Member Intermediate	3	975		975
Active Member Week	94	30,080		30,080
Associate Member Entire Week	4	1,780		1,780
Active Member Week Late	4	1,440		1,440
Non Member Week	1	560		560
Cancellation Fees	12	480		480
Hotel Commissions		11,915		11,915
Room Credits		2,664		2,664
Boot Camp	30	7,990		7,990
Total Revenues		92,324	69,000	23,324

EXPENSE COMPARISON

	2015 ACTUAL	ORIGINAL BUDGET	VARIANCE
Hospitality Suite	7,581	6,000	1,581
Refreshment Breaks	57,457	40,000	17,457
Emerging Leader Reception	2,404	2,000	404
Staff Travel	5,218	5,000	218
Equipment Rentals	8,793	13,000	(4,207)
Speaker Expense	3,262	3,500	(238)
Speaker Gifts	1,350	1,500	(150)
Printing/Duplicating	1,234	1,500	(266)
T-Shirts	0	500	(500)
Meeting Planning Services	5,500	5,500	0
Speaker/Moderator Breakfast	470	500	(30)
Insurance	348	287	61
Operating Supplies	324	250	74
TOTAL EXPENSES	93,941	79,537	14,404
NET INCOME (LOSS)	(1,617)	(10,537)	8,920

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

**Details of Seminar Income and Expenses
For the Nine Months Ended March 31, 2016**

	Leadership or Investments Marriott World Center 11-Jun-16		Webinars	
INCOME				
Registration Fees	\$	-	\$	-
TOTAL INCOME	\$	-	\$	-
EXPENSES				
CPE Certification for Webinars (NASBA)			\$	450
Refreshment Breaks	\$	-		
Luncheon		-		
Equipment Rental		-		
TOTAL EXPENSES	\$	-	\$	450
DECREASE IN NET ASSETS	\$	-	\$	(450)
PARTICIPANTS	0			

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Nine Months Ended March 31, 2016

Accounts Receivable:

FGFOA Annual Conf

54,015

Member Registrations

Total Accounts Receivable

54,015

Prepaid Expenses:

Network Solutions

130

Villages Community

380

My Office Products

79

Bresler Training

1,250

Annetta Wilson Media

2,000

L-Soft

1,312

AIA Corporation

1,544

FLC

271

Domain Renewals

Sarah Koser GFOA Conf Reg

Supplies

Leadership Speaker

Leadership Speaker

Annual Charges

Awards

Printing for Leadership

Total Prepaid Expenses

6,966

Prepaid Conference Expenses:

Aon Associates

1,712

KJR Consulting

4,700

Diane Bowser Transportation

6,090

My Office Products

79

FLC

111

Insurance

Speaker Expenses

Transportation

Supplies

Gift

Total Prepaid Conference Expenses

12,692

Prepaid SOGF Expenses:

Aon Associates

431

Insurance

Total Prepaid SOGF Expenses

431

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Nine Months Ended March 31, 2016

Deposits:

Current:

Marriott Sanibel Harbour	2,500	2016 SOGF Deposit
Embassy Suites	500	2016 Leadership Class
Annetta Wilson	2,000	Leadership Class Speaker
Universal Studios	18,233	2016 Conference Deposit
Ceviche	50	2016 Leadership Dinner
Maggio's Little Italy	2,000	2016 Conference Deposit President's Reception
Lakeside	250	2016 Leadership Dinner
Hull and Associates	5,000	2016 Leadership Speaker
Total Current:	30,533	

Non-Current:

Diplomat Hotel	1,500	2017 Conference
Total Non-Current:	1,500	

Total Deposits

32,033

Accounts Payable:

Florida Local Government Information Sys Assoc	268	Credit Card Charges
Lynda Dennis	2,960	SOGF Speaker Expenses
Bresler Training	1,250	Leadership Speaker
Annetta Wilson Media	2,000	Leadership Speaker
My Office Products	8	Supplies
L-Soft	1,844	Annual Charges
FLC	30,711	Fees and Expenses

Total Accounts Payable

39,041

Miscellaneous Expense:

Awards 4 You	15	Replacement Plague Tag
Hilly Fields Florist	128	Sympathy Floral Arrangement
USA Photo	142	Board Group Photo
My Office Products	168	Misc Office Supplies
Correction to Freeman Bill	1	Adjustment to Bill from Vendor
Network Solutions	7	Website Domain Expenses
Network Solutions	19	Website Domain Expenses
C3LS Exhibitor Fee Write Off	300	UnCollectible Prior Year Conference Exhibitor Fee
AIA Corporation	880	Gifts
State of Florida	61	Corporate Filing Fee
My Office Products	8	Supplies

Total Miscellaneous Expense

1,729



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Investment Report as of March 31, 2016

Executive Summary, Explanation or Background Information on Request:

Recommended Action:

For Review

Linda Howard, Secretary/Treasurer

June 3, 2016
Date

April 30, 2016, month-to-date statement

Page > 1 of 1



Client Services > 800-662-2739

vanguard.com



FLORIDA GOVERNMENT FINANCE
OFFICERS ASSOCIATION INC
C/O SCOTT HAMILTON
PO BOX 1757
TALLAHASSEE FL 32302-1757

Prime Money Mkt Fund 0030-09910172155

7-day SEC yield as of 04/29/2016* 0.43%

Date	Transaction	Amount	Share Price	Shares Transacted	Total Shares Owned	Value
	Beginning balance on 3/31/2016		\$1.00		40,790.110	\$40,790.11
04/29	Income dividend	\$14.25	1.00	14.250	40,804.360	
	Ending balance on 4/30/2016		\$1.00		40,804.360	\$40,804.36

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

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. For more information, visit vanguard.com/costbasis.

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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.

Fund facts

Asset class	Money Market
Category	Taxable Money Market
Product type	Retail
Expense ratio as of 12/14/2015	0.16%
Minimum investment	\$3,000
Fund number	0030
Fund advisor	Vanguard Fixed Income Group

Price and performance

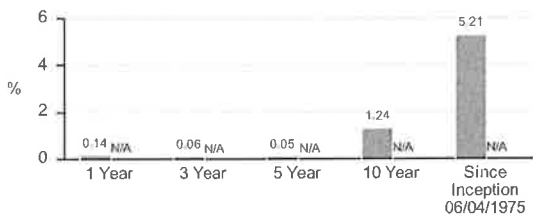
Price as of 06/02/2016	\$1.00
Change	\$0.00 0.00%
Daily market value as of 06/02/2016	\$1,0002
SEC yield	0.46%
Compound yield	0.46%

Risk potential



Average annual performance

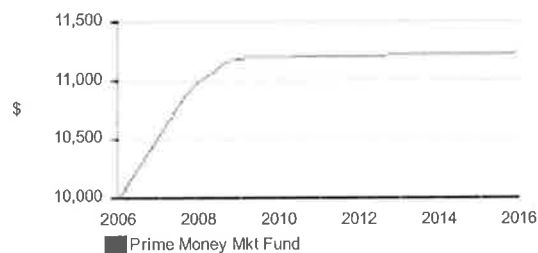
As of 03/31/2016



Quarter-end | Month-end

Hypothetical growth of \$10,000

As of 5/31/2016



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

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 05/31/2016

Prime Money Mkt Fund	
Bankers Acceptances	0.0%
Certificates of Deposit	11.3%
Other	2.1%
Repurchase Agreements	0.0%
U.S. Commercial Paper	4.7%
U.S. Govt. Obligations	10.6%
U.S. Treasury Bills	22.2%
Yankee/Foreign	49.1%
Total	100.0%

Characteristics as of 05/31/2016

Number of holdings	359
Average maturity	50.0 days
Weighted average life	76.0 days
Fund total net assets	\$134.4 billion

FGFOA Certificates of Deposit

As of March 14, 2016

<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>	
9/4/15	#5004045182	Synchrony Bank	\$77,471.19	1.24%	1.25%	12 months	9/4/2016	
9/10/14	#210002549	ProBank	\$76,853.36	0.75%	0.75%	24 month	9/10/2016	
<u>Matured CD's</u>								
9/4/13	#5004045182	GE Captial	\$75,787.85	1.04%	1.05%	12 months	9/4/2014	Rolled over at \$76,583.96
9/10/13	#210002549	ProBank	\$76,393.62	0.60%	0.60%	12 months	9/10/2014	Rolled over at \$76,853.36
9/4/14	#5004045182	Synchrony Bank	\$76,583.96	1.09%	1.10%	12 months	9/4/2015	Rolled over at \$77,471.19



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

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Jamie Roberson

Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Check Register as of March 31, 2016

Executive Summary, Explanation or Background Information on Request:

Recommended Action:

For Review

Linda Howard, Secretary/Treasurer

June 3, 2016
Date

FGFOA
Check Register
Jan - Mar
2016

Date	CK #	Type	Paid To/Rcvd From	Payment	Deposit
	Balance @ Dec 31, 2015				\$ 147,981.07
	Deposits for Jan 2016				\$ 51,709.80
1/22/2016	R00181	ACH	L-Soft	\$ 585.38	
1/29/2016	R00182	ACH	Florida League of Cities	\$ 126,399.15	
1/29/2016	R00183	ACH	Florida League of Cities	\$ 176.94	
1/29/2016	R00184	ACH	Florida League of Cities	\$ 9.50	
BANK FEES	SVC000000530	SVC	Bank Fees	\$ 162.58	
	Deposits for Feb 2016				\$ 77,186.62
2/5/2016	R00185	ACH	Shorstein & Shorstein	\$ 8,875.00	
2/5/2016	3207	CK	The Villages Community	\$ 380.00	
2/12/2016	3208	CK	April Stoncius	\$ 50.00	
2/12/2016	R00186	ACH	Aon Assoc	\$ 2,142.71	
2/19/2016	3209	CK	Gov't Finance Officers	\$ 30.00	
2/19/2016	3210	CK	KJR Consulting	\$ 4,700.00	
2/26/2016	3211	CK	Diane Bowser Trans	\$ 6,090.00	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 1,077.65	
	Deposits for Mar 2016				\$ 212,610.00
3/11/2016	R00187	ACH	Hull & Assoc	\$ 5,000.00	
3/11/2016	R00188	ACH	My Office Products	\$ 157.38	
3/11/2016	R00189	ACH	FACC	\$ 48.75	
3/18/2016	3212	CK	Town of Medley	\$ 195.00	
3/25/2016	3213	CK	VOID	\$ -	
3/25/2016	3214	CK	City of Parkland	\$ 2,400.00	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 1,916.75	
				\$ 160,396.79	\$ 489,487.49
	Balance @ 03/31/2016			\$ 329,090.70	



Florida Government Finance Officers Association, Inc.
Lifetime Achievement Award Committee
2015-2016

2015-2016

Meeting Date: June 10, 2016

CHAIR

Linda Howard

Title of Item: Lifetime Achievement Award

COMMITTEE MEMBERS

Kim Adams
Rob Garner
Merv Timberlake
Donna Wright

Executive Summary, Explanation or Background: The committee met on April 18, 2016. The committee discussed candidates that were recommended for the award. Based on review of data included in the applications and discussion, the committee made a determination of the Awardee.

Recommended Action: Nominee will be announced at the Tuesday Business Luncheon.

Linda S. Howard
Chair

April 18, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

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Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: Engaging the Leadership Class

Executive Summary, Explanation or Background Information on Request:

We should invite everyone in the Leadership Class to volunteer in some capacity. One way to engage the new class was to invite them to serve on the award selection committee.

Here is how it works for the ACE award. In January 2017, Chair of the Member Development Committee (the existing 2015-2016 committee) sends an email to the entire Class 1 Leadership FGFOA and asks for 2-3 volunteers to help the committee with judging the award. Maybe the Member Development Committee needs to form a formal Award Selection Subcommittee. During the following year, we would ask for volunteers from Class II Leadership FGFOA and so on.

If this works in terms of getting the new members engaged, then we could expand the service opportunity to one more selection committee such as the Lifetime Achievement Award (maybe not 2-3 but 1 additional representative from the Leadership class).

Recommended Action:

For discussion only with no recommended action at this point

Binh Nguyen
Board Member

May 4, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

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Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item: FGFOA Vendor Membership List

Executive Summary, Explanation or Background Information on Request:

Staff was contacted by an Associate Member requesting FGFOA to provide a link for members showing members who are vendors for various services. See correspondence below:

From: Jeannie Garner

Sent: Monday, May 16, 2016 4:09 PM

To: 'Carolyn Binder' <carolynbinder@cfl.rr.com>

Subject: RE: FGFOA E-Bulletin - 05/16/2016 - 2016 Annual Conference Early Registration Deadline Approaching

Hi Carolyn – We have thrown this and similar ideas around over the years. We do provide the Exhibitor List to everyone at the conference and posting that on the website would be an easy solution. However, that would not represent all the vendors out there. I will certainly bring it up for consideration at the next Board meeting. Thank you for your idea.

See you at the conference.

From: Carolyn Binder [<mailto:carolynbinder@cfl.rr.com>]

Sent: Monday, May 16, 2016 3:10 PM

To: Jeannie Garner <JGarner@flcities.com>

Subject: RE: FGFOA E-Bulletin - 05/16/2016 - 2016 Annual Conference Early Registration Deadline Approaching

Hi Jeannie –

Your email regarding this year's annual conference reminded me that I wanted to speak to you. I can wait and try to see you at the conference, but I wanted to see if it would be possible to add some sort of link/tab to the FGFOA website that mentions vendor members. I'm involved in some other trade associations (AAAE – for airports and the Edyth Bush – for nonprofits) and they have tabs for vendor members that lists firm names, services provided, whether we are MWBE/DBE, etc.

Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

I'm asking because being on both sides of the coin (working at a government and now as a consultant) I always liked to know what vendors existed to provide quick services especially for smaller projects. Personally, my firm provides local governments with some small project work like accounting oversight, internal audit engagements and extension of staff. I think government members would find the link beneficial to know that they can contact vendor members especially those of us who provide services that are typically under "bidding" procurement limits where someone needs assistance quickly.


Thanks! BTW – I hope you are well and I will see you at the conference.

Best Regards,

Carolyn Binder
Carolyn Binder, CPA, LLC
407-319-0301
carolynbinder@cfl.rr.com
www.bindercpafirm.com

Recommended Action:

Discussion on providing information on the Web-site.



Jeannie Garner, Executive Director

June 3, 2016
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

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Marilyn Rosetti

Meeting Date: June 10, 2016

Title of Item:

Membership Update/List Serve/Conference Registrations

Executive Summary, Explanation or Background Information on Request:

<u>Membership Paid</u>	<u>06/06/2016</u>	<u>3/15/2016</u>	<u>06/02/2015</u>
Active:	2,444	2,291	2,448
Associate:	383	313	363
Lifetime/Retiree:	42	38	30
Total	2,869	2,642	2,841

List Serve Activity

Attached

2016 Conference Registration

Registration totals as of June 3, 2016

Pre-Con:

Investments – 123

Leadership – 48

Boot Camp – 30

Conference Registrations – 984

Exhibit Booths - 111

Recommended Action:

Jeannie Garner

Jeannie Garner, Executive Director

June 3, 2016
Date

FGFOA Listserve Report March 1, 2016 thru May 31, 2016

List Name	List Title
 <u>FGFOA-ACCOUNTINGAUDITING</u>	FGFOA - Listserve - Accounting, Auditing & Financial Reporting (669 Subscribers)
 <u>FGFOA-BUDGETING</u>	FGFOA - Listserve - Budgeting (539 Subscribers)
 <u>FGFOA-DEBTTREASURY</u>	FGFOA - List - Debt & Treasury (646 Subscribers)
 <u>FGFOA-FINANCIALADMINISTRATION</u>	FGFOA - Listserve - Financial Administration (529 Subscribers)
 <u>FGFOA-PERSONNELPAYROLL</u>	FGFOA - Listserv - Personnel & Payroll (253 Subscribers)

Accounting & Auditing

Affordable Care Act 1095-C Reporting - Safe Harbor Codes (2 messages)
 Beach concessions (2 messages)
 Fishing Pier Replacement Value (1 message)
 Fixed Assets Policy (1 message)
 FRS and GASB 68 (4 messages)
 FW: Affordable Care Act 1095-C Reporting - Safe Harbor Codes (2 messages)
 IT Disaster Recovery Plan (1 message)
 New Vendor Procedure - Vendor Enrollment Form (3 messages)
 Payment in Lieu of Taxes (PILOT) by Enterprise Funds (6 messages)
 Unclaimed Money State Format (3 messages)
 Website design, content, and hosting (1 message)

Contract (3 messages)
 Employee Benefits (5 messages)
 Paperless Commission Meetings (4 messages)
 Timekeeping/Scheduling Software Solutions (2 messages)
 Tyler Technologies - FundBalance Software (1 message)
 Utility Billing Software (6 messages)

Annual Inventory (2 messages)
 Call Pay (6 messages)
 Client Rep Letter (1 message)
 Comparative Financial Statements and GASB 68 (3 messages)
 Fire Fighter Bunker Gear (7 messages)
 Installing Fiber, Cost of and Re-couping costs (2 messages)
 Job Descriptions (1 message)
 OPEB/Implicit Rate study (5 messages)
 Per Diem and Receipts Reimbursement (4 messages)
 Procurement Policy Update - 200 CFR implementation (Super Circular) (2 messages)
 Purchasing Card Procedure (2 messages)
 self-insured health plan -- auditing claims (1 message)
 Travel Policy guidelines (1 message)
 Use of water/Sewer?Reuse Impact fees (3 messages)
 Useful life of Capital Asset Table (5 messages)
 Water meter repair/replacement (3 messages)

Budgeting

Contingency for General Government (7 messages)
 Fishing Pier Replacement Value (2 messages)
 FW: Fishing Pier Replacement Value (1 message)

RFP - Phone Systems (1 message)
RFQ or RFP for ATV for water rescue (1 message)
Sinking Funds (1 message)
Strategic Planning Software (1 message)

Budget Amendments (3 messages)
Employee Benefits (2 messages)
Intelligent Transportation Systems (ITS) Plan (1 message)
Mosquito Control Spraying, In-House vs. Contracted (1 message)

Call Pay (6 messages)
Economic Development Incentives (1 message)
Fleet Maintenance Program (1 message)
Installing Fiber, Cost of and Re-couping costs (1 message)
vacancy rates for budgeting (8 messages)
What is included in your Overhead rates for internal CIP staff? (3 messages)

Debt & Treasury

Armored Car Service (2 messages)
debt collection services (1 message)

armored car service (1 message)

Financial Administration

Anthem CDVantage (1 message)
armored car service (1 message)
Classroom Training for OMB Super Circular (1 message)
Commodity Code Value (3 messages)
Grants and Purchase Card Rebates (3 messages)
Information Technology Policy (4 messages)
OMB Super Circular (1 message)
Purchasing position (1 message)
Real Estate Agent RFP (2 messages)
RFQ or RFP for an ATV for water rescue (1 message)
Sample RFP (1 message)

armored car service (2 messages)
Bids for financing heavy equipment (2 messages)
Continuing Contract Limits (3 messages)
Employee Benefits (2 messages)
Impact Fees (1 message)
Mosquito Control Spraying, In-House vs. Contracted (1 message)
Timekeeping/Scheduling Software Solutions (1 message)

Bid/Quote Spec Forms (1 message)
Bid/Quote Spec Forms - Purchasing (1 message)
Capital Improvement Plan (CIP) (2 messages)
Continuing Contract Limits (3 messages)
Cost of blue print copies (3 messages)
Debris Management Plan Request (1 message)
Impact Fees (3 messages)
Purchasing Thresholds (5 messages)
self-insured health plan -- auditing claims (1 message)
Water meter repair/replacement (6 messages)

Personel & Payroll

Code Enforcement Officer FLSA Status / Salary (5 messages)
Firefighter Pay (1 message)

Employee Benefits (2 messages)
Timekeeping/Scheduling Software Solutions (1 message)

Job Descriptions (1 message)
self-insured health plan -- auditing claims (3 messages)



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

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Marilyn Rosetti

Meeting Date: June 10, 2016

Executive Summary, Explanation or Background Information on Request:

Addendum to Hotel Proposals for 2019/2020

Attached is an updated chart showing proposals from the Boca Raton Resort and Hilton Orlando Bonnet Creek for multi-year contracts.

These updated proposals do not change Meeting Planning's original recommendation of the Diplomat for 2019 and Rosen Shingle Creek for 2020. However, it is recommended that the board seriously consider Shingle Creek's offer to extend their rate and concessions for a second year and see if they have dates available in 2022.

Recommended Action:

Select hotel locations for the 2019 and 2020 conferences.

Melanie G. Howe, CAE, CMP
Meetings Manager

March 24, 2016

**Florida Government Finance Officers Association
2019-2022 Hotel Proposals from Boca Raton Resort & Hilton Orlando Bonnet Creek**

Hotel/Location	Available Dates	Room Rate	Meeting Space	Specifics
Boca Raton Resort & Club	6/6-12/19	\$209*/night (resort fee waived)	Meeting space would be quite adequate for FGFOA's needs, though the exhibit hall/association night set may be a little tight. Committee meetings would also be spread out, complicating lunch service.	Considerations 1 comp two-bedroom suite for President 3 comp one-bedroom suites 2 comp rooms for meeting planners 5 staff rooms at 50% off group rate 10 Yacht Club Commodore upgrades for board members 1/50 comp rooms 15% discount on F&B Flat rate of \$7,500.00 for up to 15 Mbps wireless internet \$110/player discounted rate for golf tournament \$3.00/paid room rebate back to master account** 1 comp pre-conference board meeting, including 10 comp rooms, breakfast and lunch for 10 people*** Comp 1 hour beer & wine during Association Night*** ** Rebate offered only with a 2-year contract for 2019 and 2021 ***Comp board meeting and comp beer/wine offered only with 2-year contract signed with <i>both</i> Boca Resort and Hilton Orlando Bonnet Creek Amenities Pools Beach access Multiple restaurants and lounges Spa Tennis Onsite golf course
	6/3-9/21	\$209*/night (resort fee waived) *Rate is guaranteed only with 2-year contract for 2019 and 2021 \$20 overnight valet; \$10 daily valet; \$5 daily self-parking		

Hotel/Location	Available Dates	Room Rate	Meeting Space	Specifics
Hilton Orlando Bonnet Creek	6/4-10/20 6/9-15/22 (GFOA ends on 6/8/22)	<p>\$219*/night (resort fee optional)</p> <p>\$219*/night (resort fee optional)</p> <p>*Rate is guaranteed only with 2-year contract for 2020 and 2022</p> <p>\$20 overnight valet; \$12 overnight and daily self-parking</p>	Meeting space that would be allocated for FGFOA was not specified.	<p>Considerations</p> <p>1 two-bedroom suite for President at group rate 3 comp one-bedroom suites 7 staff rooms at 50% off group rate 10 Disney-view upgrades for board members 1/50 comp rooms 10% discount on F&B Flat rate of \$16,000 for up to 15 Mbps wireless internet 20% discount on golf \$3.00/paid room rebate back to master account** 1 comp pre-conference board meeting, including 10 comp rooms, breakfast and lunch for 10 people*** Comp 1 hour beer & wine during Association Night*** \$5.00/paid room rebate back to master account***</p> <p>** Rebate offered only with a 2-year contract for 2020 and 2022</p> <p>***Comp board meeting, comp beer/wine and \$5 rebate offered only with 2-year contract signed with <i>both</i> Boca Resort and Hilton Orlando Bonnet Creek</p> <p>Amenities</p> <p>Pool, lazy river and water slide Multiple restaurants and lounges Spa Onsite golf course Transportation to all Disney parks</p>

mgh 3/24/16

2019 Conference

						Special Concessions							
Hotel	Date	Rate	Parking Fee	Resort Fee	F&B Min	Comp Reception	Commissionable Room Rate	1 per 40	Up-grades	MP Rooms Comp	Discount on F&B	Comp Wireless	Other
Boca Raton Resort & Club	June 6-12, 2019	\$219	\$20 overnight valet; \$10 daily valet; \$5 daily self parking	Waived	Not Specified	No	No, but a rebate from the CVB may be possible	1 per 50	10	Yes - 2; plus 5 staff rooms at 50% discount	15%	No	1 comp 2-BR suite for president; 3 additional comp 1-BR suites
Diplomat Resort & Spa	June 6-12, 2019	\$215	20% discount on current rate	Optional - guestroom internet will be provided comp, regardless of resort fee being paid.	\$200K	No	10%	1 per 40	15	Yes - 2; plus 10 staff rooms at \$109/night	10%	Comp up to 15Mbps; additional useage to be billed on a pre-determi ned sliding scale	1 comp suite for President

Florida Government Finance Officers Association 2020 Annual Conference Hotel Option Chart

Hotel/Location	Available Dates	Room Rate	Meeting Space	Specifics
Hyatt Regency Orlando	6/25-7/1/20	\$199*/night + \$12/resort fee + \$20/night self-parking	Meeting space would be quite adequate for FGFOA's needs.	Considerations 1 comp one-bedroom suite for President 3 one-bedroom suites at group rate 2 comp rooms for meeting planners 5 staff rooms at 30% off group rate 10 upgrades for board members 1/45 comp rooms 21-day cut-off for reservations 10% discount on F&B 50% discount on in-house a/v and wireless internet, if in-house a/v company is selected (50% would reduce the cost of 15Mbps of wireless from \$13,500 to \$6,750) Amenities 3 pools, including a water slide Fitness center Spa Multiple restaurants and lounges Located next door to Pointe Orlando
	6/11-17/20	\$242*/night + \$22/resort fee + \$20/night self-parking		
	6/4-10/20	\$251*/night + \$22/resort fee + \$20/night self-parking *Rate is 10% commissionable Resort fee includes fitness center and pool access, 10% spa discount, 1-Ride trolley tickets, 2 bottles of water per day and guestroom internet.		

Hotel/Location	Available Dates	Room Rate	Meeting Space	Specifics
Hilton Orlando	No Proposal Submitted			
Loews Royal Pacific Resort at Universal	No June dates available; only date available is same May date as GFOA			
Rosen Shingle Creek	<p>5/28-6/3/20 (GFOA meets 5/17-20/20)</p> <p>6/18-24/20 (6/21 is Father's Day)</p>	<p>\$199*/night + \$12/day self-parking</p> <p>*Rate is 10% commissionable</p> <p>Hotel would consider offering same rates and concessions for 2nd year.</p>	<p>Assigned meeting space is quite good. Committee meetings will be scattered in various suites, complicating lunch service a bit.</p>	<p>Considerations</p> <p>1 comp two-bedroom suite for President 3 one-bedroom suites at group rate 2 comp staff rooms for meeting planners 6 staff rooms at 60% off group rate 10 upgrades to Concierge Lounge Access for board members 1/40 comp rooms \$10,000 flat fee for up to 15 Mbps wireless internet, inclusive of taxes (and not tied to use of in-house a/v company) 10% discount on F&B 1 hour comp hors d'oeuvres and open bar for Association Night \$69 reduced rate for golf tournament</p> <p>Amenities</p> <p>4 Pools Tennis courts Onsite golf course Multiple restaurants and lounges Spa</p>

2020 Conference Proposals

						Special Concessions							
Hotel	Date	Rate	Parking Fee	Resort Fee	F&B Min	Comp Reception	Commissionable Room Rate	1 per 40	Up-grades	MP Rooms Comp	Discount on F&B	Comp Wireless	Other
Hyatt Regency Orlando	June 25-July 1, 2020	\$199	\$20 self-parking	\$12	\$230K	No	10%	1 per 45	10	Yes - 2; plus 5 staff rooms at 30% discount	10%	50% discount on in-house a/v and wireless (15Mbps would be reduced from \$13,500 to \$6,750.	1 comp 1-BR suite for president; 2 1-BR suites at group rate
Hilton Orlando	No proposal submitted												
Loews Royal Pacific Resort	No June dates available; only date available is same May date as GFOA												
Rosen Shingle Creek	June 18-24, 2020	\$199	\$12 self-parking	No	\$200K	Yes	10%	1 per 40	10	Yes; plus 6 staff rooms at 60% discount	10%	\$10,000 flat fee for up to 15 Mbps	1 comp 2-BR suite for president; 3 1-BR suites at group rate; \$69/person rate for golf



Florida Government Finance Officers Association Certification Committee 2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Karen Keith, CGFO
Accounting Supervisor
City of Tampa
306 E Jackson St.
Tampa, FL 33602
(813) 274-7291
Karen.keith@ci.tampa.fl.us

BOARD LIAISON

Jamie Roberson

COMMITTEE MEMBERS

Jeremy Baker
Carolyn "Dee Dee" Beaver
Teri Butler
Alton "Rip" Colvin
Mark Crain
Sondra D'Angelo
Marie Elianor
Teresa "Terri" Gould
Sarah Graber
Sharon Harding
Uyen Le
John Lege
Linda Logan-Short
Jacob Manimala
Cheryl Miller
Robert Miller
Matthew Misco
Johnna Morris
Larry Napier
Mary-Lou Pickles
Diane Reichard
Colleen Scott
Lorrie Simmons
Scott Simpson
Kathy Stracuzzi
Kelly Strickland

Meeting Date: June 10, 2016

Title of Item: Final Committee Report

Executive Summary, Explanation or Background Information on

I could not be more proud to have served as the Chair of the 2015-2016 Certification Committee. The Board tasked us with some challenging goals. At our first meeting, we set up four subcommittees with a subcommittee chair and six additional members each. With the leadership of the subcommittee chairs, each one of these subcommittees worked as a team and not only met the goals, but exceeded them!

Applications & Renewals Subcommittee – Chair Cheryl Miller
The subcommittee approved 60 new CGFO applications this year for the Fall 2015 and Spring 2016 application periods. The team did a great job reviewing these quickly and accurately. We learned a lot this year, and we are updating our documents for future applicants. There were 162 CGFO renewals and the team audited 40 of those renewals. Again, the team did great auditing these renewals. Thank you Cheryl and all the members of the subcommittee for time and expertise!

Exam Questions Review Subcommittee – Chair Kelly Strickland
The subcommittee performed a grammatical review of all five tests in time for the fall exam. The subcommittee also coordinated the rewrite/revision of all five exams to remove obsolete questions, add replacement questions, remove questions with double negatives, remove True/False questions, and remove questions with multiple answer lists. The goal was not to make the test easier, but to ensure we are testing the candidates' knowledge. Two of the tests were rewritten for Fall 2015: the Accounting and Financial Reporting by Sarah Koser, and Treasury Management, by Barry Skinner. The other three exams, Municipal Budgeting, Debt Administration, and Financial Administration were rewritten for the Spring 2016 exam by Mary-Lou Pickles, Tom Klinker, and John McKinney, respectively. Kent Olson and Diane Reichard also helped rewrite and review the tests. It is great to have such dedicated experts in the FGFOA! We know this was a lot of work, and your help was greatly appreciated!

The subcommittee worked very hard reviewing the rewritten exams in time for the fall and spring tests. Thank you Kelly and the team for overseeing this challenging goal!

Exam and Review Subcommittee – Chair Jeremy Baker

We had a busy exam schedule for both the Fall and Spring exams. There were 98 participants in the fall at the School of Government Finance. The subcommittee did a great job organizing instructors for the review and

Florida Government Finance Officers Association Certification Committee 2015-2016

Agenda Item Request

proctors for the fall exam. A special thanks to the Fall review instructors: Barry Skinner, Diane Reichard, Kent Olson, Tom Klinker, and Sarah Koser.

The spring exam had 89 participants held at ten different locations! Again, the subcommittee did an awesome job securing locations and proctors for the spring exam.

Thanks to everyone who volunteered to proctor an exam – we could not have exams without your help!

Thank you Jeremy and all the subcommittee members for making this busy year a success!

Review by Webinar Subcommittee – Chair Marie Elianor

The subcommittee was tasked with doing spring reviews by webinar. The subcommittee brainstormed and proposed several ideas. At the November 4th meeting, the Board decided that we would offer live GoTo Webinars for the spring review. Ten 2-hour webinars (two for each of the five test topics) were conducted during the months of February through April. There was an average of 50 attendees for each webinar, and the feedback was very positive.

Thank you to the webinar instructors who were our guinea pigs for the first year of review by webinars: Barry Skinner, Kent Olson, Diane Reichard, Sarah Koser, and Tom Klinker.

Also thank you to those who volunteered to moderate a session: Marie Elianor, Rip Colvin, and Terri Guidry.

Finally, thank you to Marie and the subcommittee for all of your ideas and making this happen!

I want to also thank our Board Liaison, Jamie Roberson. She participated in our meetings and helped guide us every step of the way. She was always there to answer questions and escalate any issues. She checked in to make sure we were staying on top of our goals. Her leadership was invaluable to the Committee's success. Thank you Jamie!

Thank you to the entire committee for your hard work and dedication!

And of course all of the Florida League of Cities staff for all of your help throughout the year!

Recommended Action:

Karen Keith

Date



Florida Government Finance Officers Association Conference Host Committee 2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Johnna Agin
Accountant III
City of Ocala
352-629-8284
jlagin@ocalafl.org

BOARD LIAISON

Binh Nguyen

COMMITTEE MEMBERS

Patricia Barthlow
Lacy Smith-Castillo
Mary Ann Davis
Stephanie Edwards
Deavon Lance
Robin Ann Mac Gowan
Khandyce Mosely
Larry Napier
Jacob Peacock
Ian Evans-Smith
Tameka Otto Stewart
Ann Marie Ricardi
Fernand Thomas
Patricia A. Williams
Patricia L. Williams
Jody Young

Meeting Date: June 10, 2016

Title of Item: Final Committee Report

Executive Summary, Explanation or Background Information on

The Conference Host Committee has worked throughout the year to set up the President's Reception, the Opening Session, and the Tuesday Night Event, as well as the Golf Tournament and the Hospitality Suite.

The Opening Session includes singers for the National Anthem, a musician, the Color Guard, and requesting and receiving an agreement from the Mayor of the City of Hollywood to provide welcome comments.

Transportation has been arranged to the President's Reception which is being held at Maggiano's Little Italy on International Drive.

The golf package was set up for the Hawk's Landing Golf Club, a 15-hole championship golf course designed by Robert E Cupp in 1999. This course boasts four tees and a slope rating of 131 fairways. The conveniently-located 6,602-yard championship golf course features water on 15 holes, closely mown fairways, and over 80 bunkers, yet it has generous landing areas which make it playable for golfers on all levels. Start to finish, you will be surrounded by meticulously manicured, emerald green fairways, first-class amenities, and the impeccable service you have come to expect from Marriott. For over 25 years, Hawk's Landing has hosted golf outings for many world-renowned organizations and is considered by many to be THE premier resort golf course in Central Florida.

The Tuesday Night Event has been set up for a block party at Universal City Walk. Our block party will allow attendees to experience an eclectic mix of themes, cuisine & entertainment all in one night. Some of the hot spots for the evening include: Bob Marley, Red Coconut Club, Pat O'Brien's Dueling Piano's and City Walk's Rising Star!

In addition, the Conference Host Committee selected the conference bags and included conference-related items to make it more convenient for the conference attendees. The Committee also worked with the Board in the development of the theme and logo for the 2016 FGFOA Annual Conference: *Volunteer- Be a Part of Your FGFOA!*

Johnna Agin

June 10, 2016



Florida Government Finance Officers Association
Conference Program Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Mike Gomez
Audit Manager
Florida Auditor General
111 West Madison Street
Tallahassee, FL 32399
(850) 412-2895
mikegomez@aud.state.fl.us

BOARD LIAISON

Marilyn Rosetti

COMMITTEE MEMBERS

Michelle Blackstock
Bernadette Britz-Parker
Natalee Camoesas
Yvonne Clayborne
Jim Cooke
Thomas Cox
Frank DiPaolo
Christine Divito
David Flatt
Brett Friedman
Kate Grangard
Andrew Laffin
Jeff Larson
Hazel Mendez
Larry Napier
Kent Olson
Jacob Peacock
Gerry Peebles
Pamela Ramkalawan
Alan Ricafort
James Rizzo
Ted Sauerbeck
Colleen Scott
Bill Spinelli
Bob Tessier
Bill Underwood
Patricia White
Queen Woods

Meeting Date: June 10, 2016

Title of Item: Conference Program Committee Update

Executive Summary:

The Conference Program Committee is excited about our 2016 Annual Conference lineup. We have selected a wide variety of excellent speakers, which may make choosing sessions a difficult task.

From the beginning, the Conference Program Committee was committed to selecting the most interesting and relevant topics and speakers for the various sessions. This was made possible only through the dedication of committee members and the leadership of the following Sub-committee Chairs:

Frank DiPaola – Accounting, Auditing, and Financial Reporting
Bill Spinelli – Budget, Economics, and Financial Planning
David Flatt – Policy, Leadership, Strategic Planning, Personnel, and Technology
Kent Olson – Banking, Investment, Risk, Treasury Management, and Debt Management
Bill Underwood – Pre-Conference

This year, we again have two pre-conference tracks; a Leadership pre-conference session, as well as an Investments pre-conference session. And for those of you who are regular attendees, David Bean will again be providing a GASB update. There is definitely plenty of opportunity for a variety of continuing education.

Lastly, a big thank you to the Board liaison and the Florida League of Cities staff for all the assistance they provided. This is definitely an example of a team effort, which would not have been possible without each and every participant.

Recommended Action: N/A



Mike Gomez



Date



Florida Government Finance Officers Association
Legislative Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

David E. Keller
Chief Financial Officer
City of Weston
17200 Royal Palm Blvd.
Weston, FL 33326
(954) 385-2000
dkeller@westonfl.org

BOARD LIAISON

Shannon Ramsey-Chessman

COMMITTEE MEMBERS

Jennifer Alvarez
Michele Ennis
Michael Florio
Sharon Fox
Laurette Jean
Nicole Jovanovski
Macciano Lewis
Leslie Moyer
Mary Pendleton-Brown
Ted Sauerbeck
April Shuping
Darrel L. Thomas
Anthony Webber

Meeting Date: June 10, 2016

Title of Item: Final Report to Board of the 2015-16 Legislative Committee

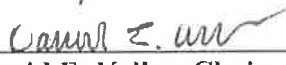
Executive Summary, Explanation or Background Information on Recommended Action:

The Legislative Committee have been sharing information, by means of the e-bulletins distributed by the FGFOA Executive Director, on bills that are of significance to our membership and that infringe upon local Home Rule authority as granted in the State Constitution.

In addition, the Committee have kept abreast of items at the Federal level that would be of significance to our membership and distributed information regarding them to the membership, especially concerning the efforts to have municipal bonds included in the definition of High Quality Liquid Assets, along with updates on the Municipal Advisor Rule and the Municipal Continuing Disclosure Cooperation Initiative as they became available.

Recommended Action:

For informational purposes only.



David E. Keller, Chair

27 May, 2016

Date



Florida Government Finance Officers Association, Inc.
Member Development Committee
2015-2016

2015-2016

CHAIR

Cindy Kelley
Chief Financial Officer
City of Ocala
110 SE Watula Ave.
Ocala, FL. 34471
(352) 629 – 8374
ckelley@ocalafl.org

BOARD LIAISON

Jonathan McKinney

Meeting Date: June 10, 2016

Executive Summary, Explanation or Background:

No formal report submitted.

Recommended Action:

June 6, 2016

COMMITTEE MEMBERS

Tarin Bachle
Frank DiPaolo
Ingrid Gaskin-Friar
Michael Gauci
Craig Horner
Jennifer Howland
Sena Mitchell
Mark Parks Jr.
Lacy Smith-Castillo

Cindy Kelley

Date



Florida Government Finance Officers Association
School of Governmental Finance
Committee
2016-2017

2016-2017

CHAIRPERSON

Jennifer Desrosiers
Utility Business Manager
City of North Port
6440 W. Price Boulevard
North Port, FL 34291
941-240-8000

jdesrosiers@cityofnorthport.com

BOARD LIAISON

Binh Nguyen (16-17)
Nicole Gasparri (15-16)

COMMITTEE MEMBERS

Steven Alexander
Sharon Almedia
Mark Ben-Asher
Rebecca Bowman
Eduardo "Eddy" Castaneda
Catherine Colwell
Cindy Emshoff
Kimberly Ferrell
Benjamin Finkelstein
Ingrid Gaskin-Friar
David Goldman
John Grady
Cecilia Guerrero
Sharon Harding
Haydeliz High
Greg James
David Jang
Ann Kenny
Jeffrey Kern
Brandy King
Julio Lacayo, Jr.
Jeffrey Larson
Melissa "Missy" Liscourt
Roberto "Bert" Martinez
John Moran
Carmen Mosley
Olga Rabel
Pamela Ramkalawan
Ann Marie Richardi
Rebecca Roberts
Meridy Semones
Debbie Sileo
Lorrie Simmons
Diane Smith
Justin Stankiewicz
Christine Tenney
Elizabeth Walter-Ebersole
Katherine Woodruff

Agenda Item Request

Meeting Date: June 10, 2016

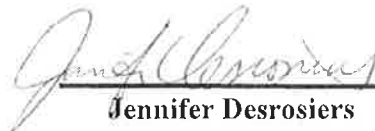
Title of Item: 2016 School of Governmental Finance
Committee Status Report

Executive Summary, Explanation or Background Information on Request:

The committee has been working hard to pull together an amazing program for all our members this fall. We are working on selecting the perfect logo for the school and should be wrapping up the remaining sessions and speakers over the next few weeks. The hospitality team is also working hard to schedule some unforgettable events for our participants.

The committee will hold their next conference call on June 2 to finalize all remaining issues. The committee intends to send the session list to the board by the end of June/beginning of July, in advance of the next board meeting.

Recommended Action: None


Jennifer Desrosiers

5/31/16
Date



Florida Government Finance Officers Association

Webinar Committee

2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Susan Nabors, CPA
Director of Finance
City of North Lauderdale
701 SW 71st Ave.
North Lauderdale, FL 33068
(954) 597-4714
SNabors@nlauderdale.org

BOARD LIAISON

Kimball Adams

COMMITTEE MEMBERS

Angela Balent
Jennifer Barker
Frank DiPaolo
Brandy Ferris
Kate Grangard
Linda Logan-Short
Andrew Thompson
Linda Vining

Meeting Date: June 10, 2016

Title of Item: Report to Board

2015/2016 webinar attendance to date:

DATE	TOPIC	ATTENDEES
August 20, 2015	IRS Affordale Care Act Reporting	337
September 2015	No Webinar	-
October 15, 2015	GASB	454
November 2015	No Webinar	-
December 17, 2015	Transparency in Local Government	368
January 2016	No Webinar	-
February 18, 2016	Budgeting	507
March 17, 2016	Economic Update	427
April 14, 2016	Legislative Update	385
May 19, 2016	OPEB	474

Remaining Webinar:

DATE	TOPIC
July 21, 2016	Internal Controls

This year's webinars have been a huge success, averaging almost 425 attendees per session. Over the course of the year, more than 3,000 attendees benefited from the presentations. Feedback from our members has been positive and a number of good questions asked during each presentation.

The members of the 2015/2016 Webinar Committee worked hard to provide a great program of webinars covering a wide range of topics. Thank you to committee members: Angela Balent of Warren Averett, LLC, Frank DiPaolo with the City of Lighthouse Point, Brandy Ferris with the City of Fort Walton Beach, Kate Grangard of Gehring Group, Linda Logan-Short with the City of Fort Lauderdale, Andrew Thompson with the City of Oakland Park and Linda Vining with Putnam County Clerk of Courts, along with Board Liaison Kim Adams.

Recommended Action: N/A

Susan Nabors

June 10, 2016

Susan Nabors

Date



Florida Government Finance Officers Association
Technical Resources Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Donna Wright, CGFO

Accountant IV

City of Leesburg

PO Box 490630

Leesburg, FL 34749

(352) 728-9786 x1428

donna.wright@leesburgflorida.gov

BOARD LIAISON

Ken Burke

COMMITTEE MEMBERS

Michelle Blackstock

Barbara Boyd

James Braddock

Melissa Burns

Charles Carr

James Halleran

Ron Harring

Jennifer Howland

Alan Jowers

Larry Napier

Derek Noonan

James Rizzo

Stephen Scheel

Kevin Stork

Mark White

Meeting Date: Friday, June 10, 2016

Title of Item: Technical Resource Committee

The committee has completed one more draft response to GASB's Exposure Draft (ED) *Leases*. This has been a quieter couple of months.

Thank you for allowing me to serve as the committee chair again this year. It has been exciting and rewarding to work with these professionals!

Recommended Action:

Accept this report.

Donna Wright

Donna Wright

May 17, 2016

Date

OTHER BUSINESS_____

- [illegible]