

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC  
BOARD OF DIRECTORS' MEETING**

**April 29, 2011**

The Board meeting of the FGFOA Board of Directors took place on Friday, April 29, 2011 at the Boca Raton Resort and Club, Boca Raton, Florida

**OFFICERS AND BOARD MEMBERS**

**PRESENT**

Jeff Smith, President, Indian River County Clerk of the Court  
Christopher Lyons, President-elect City of Sarasota  
Mary Anderson-Pickle, Secretary/Treasurer, City of Palm Beach Gardens  
Linda Howard, Director, Orlando Utilities Commission  
Kent Olson, Director, City of Jacksonville  
Mary-Lou Pickles, Director, Saint Johns River Water Management District  
Tim Pozza, Director, Okaloosa County Clerk of the Court  
Georgina Rodriguez, Director, Town of Pembroke Park  
Ted Sauerbeck, Director, Office of the Auditor General  
Barry Skinner, Director, Orange County Comptroller's Office

**NOT IN ATTENDANCE**

Sarah Koser, Director, Citrus County Clerk of the Court

**COMMITTEE CHAIRS**

Karin Venema-Ashmore, 2010-2011 SOGF  
Linda Davidson, Conference Host  
Carol Himes-Hannigan, Conference Host

**CHAPTER PRESIDENTS IN ATTENDANCE**

Darrell Thomas, South Florida Chapter

**STAFF IN ATTENDANCE**

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

**CALL TO ORDER**

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

**APPROVAL OF THE AGENDA**

The first order of business was approval of the agenda. President Smith added FCCMA Local Government Association Summit. **Mr. Olson moved, seconded by Mr. Lyons, to approve the April 29, 2011 FGFOA Board of Directors' meeting agenda. Motion passed unanimously.**

**CONSIDERATION OF MINUTES**

The next order of business was the approval of the February 10 2011 and February 16, 2011 via conference call minutes. **Ms. Olson moved, seconded by Mr. Sauerbeck to approve the FGFOA Board of Directors minutes of February 10, 2011 and February 16, 2011. Motion passed unanimously.**

## **PRESIDENT'S REPORT**

### **2011 FGFOA Lifetime Achievement Committee**

Each year nominations are received for the Lifetime Achievement Award. The Lifetime Achievement Committee consists of an officer, a current board member and two past presidents of the FGFOA and one FGFOA member at large.

The 2011 Lifetime Achievement Committee:

- Jeff Smith, President
- Barry Skinner, Director
- Mark Fostier
- Tom Klinker
- Bonnie Wise

President Smith reported that a selection had been made and the person will be announced at the Tuesday Business Lunch.

There was discussion of the criteria for a nominee. **Mr. Skinner moved, seconded by Ms. Pickles to add the Lifetime Achievement award criteria and removing the three year retirement provision to the Policy and Procedures and removing the three year retirement limitation. Motion passed eight to two, with Ms. Howard and Mr. Olson opposed to removing the three year retirement provision.**

### **Nominating Committee Update**

President Smith reported that official ballots were sent out on April 22, 2011 and on-line voting will be open April 26-May 12, 2011 at 5:00 p.m. Newly elected Officer and Directors will be announced at the Tuesday Business Lunch.

### **FCCMA Association Presidents Committee**

Given the recent economic downturn, FCCMA created an Association Presidents Committee. Past-President Mark Fostier represents the FGFOA.

The FCCMA will sponsor a Local Government Summit titled "The Future of Florida" with attendees to consist of Board members of the participating Associations. Topics would include economic development, leadership, quality of life issues, education (K-12, post secondary), healthcare, etc. Following the meeting President Elect Lyons confirmed Mary –Lou Pickles, Mark Fostier and Jeannie Garner will attend the summit.

## **PRESIDENT-ELECT REPORT**

### **Chapter Presidents Conference Call**

Mr. Lyons reported the Chapter Presidents meet via conference call on April 21, 2011. Nine out of 13 chapters participated. Current Chapter activities were reported.

### **2011-2012 Committee Chairs**

Mr. Lyons announced is 2011-2012 Committee Chairs as follows:

Certification – John McKinney

Conference Host – Binh Nguyen  
Conference Program – Darrel Thomas  
Legislative – Dave Keller  
2011 School of Governmental Finance – Karin Ashmore  
Small Government Rip Colvin  
Technical Resources – Kevin Stork

**Ms. Pickles moved, seconded by Ms. Rodriguez to accept the selection of the 2011-2012 Committee Chairs. Motion Passed unanimously.**

### **SECRETARY/TREASURER REPORT**

#### **March 31, 2011 Financial Statements**

Ms. Anderson-Pickle reviewed the financial statements for the third quarter ending March 31, 2011. The Statement of Financial Position showed total liabilities and unrestricted net assets of \$494,282, total current liabilities of \$231,593 and unrestricted net assets of \$262,689. This was compared to December 30, 2010 unrestricted net assets of \$286,648. The Statement of Activities showed total expenses of \$34,766 and an increase in unrestricted net assets of \$32,999. **Mr. Pozza moved, seconded by Ms. Pickles, to accept the March 31, 2011 Financial Statements report. Motion passed unanimously.**

#### **Investment Report**

Ms. Anderson-Pickle reviewed the Investment Report. FGFOA owns two CDs: and one with ProBank for \$50,000 matures on September 15, 2011 and one with Hancock Bank for \$104,581 matures on June 8, 2011. A cash position will be reviewed to determine if the funds should be reinvested or used for operating expenses until final conference bills are paid. **Mr. Lyons moved, seconded by Mr. Olson, to accept the FGFOA Investment report. Motion passed unanimously.**

#### **Checkbook Register**

The Board reviewed the checkbook register for the period ending March 31, 2011. No Action was required, informational purpose only.

### **AD-HOC COMMITTEE REPORT**

#### **Mentoring Program Committee**

Mary-Lou Pickles, Chair, presented the committee report. Two conference calls were held: one on March 31 with the mentors, and a second one on April 6 with the mentees, as an interim evaluation of the mentoring program. The comments from the mentees and the mentors were extremely positive. The mentees were appreciative of the program and grateful for the opportunity to be a part of it. Based on the favorable responses from program participants and successes already achieved, the committee is recommending that the Board approve the continuation of the program.

Margie Simmons, a current mentor, suggested developing a handbook of tools for mentors to use. The handbook would include a repository of forms to use and helpful hints i.e., sample action plans, sample personal development forms, ways to get started, ways to get mentor involved in the FGFOA. Ms. Simmons volunteered to coordinate this task. The committee supports this idea and recommends that the Board approve moving forward with this effort. Once developed the handbook would be e-mailed to mentors.

The committee also recommends that the program be "marketed" at the Annual Conference. **Mr. Olson, moved, seconded by Mr. Lyons to continue with the Mentoring Program and market the program at the FGFOA exhibit booth at the Annual Conference. Motion passed unanimously.**

### **EXECUTIVE DIRECTORS REPORT**

Ms. Garner presented the Executive Directors report.

The first live FGFOA Webinar was presented Tuesday, April 12, 2011. William Blend presented "Using the Work of a Specialist and Community Redevelopment Agencies". There were 249 participants and reviews have been very positive.

#### **List Serve**

The List Serve remains active with the following number of participants:

- Accounting-543
- Budgeting-445
- Debt-344
- Disaster Recovery-142
- Financial Administration-318
- Treasury-358

#### **Membership**

Ms. Garner reported currently there are 2,176 Active members and 455 Associate/Student/Retiree members for a total membership of 2,631.

### **STANDING COMMITTEE REPORTS**

#### **Certification Committee**

John McKinney, Chair, reported on the Certification Committee. The Spring Review had 18 participants and 87 candidates took the exam.

The committee is auditing 13 renewals. There was discussion on the CGFO eligibility requirements to see if the program required any changes. **Mr. Skinner moved, seconded by, Ms. Pickles keep the current CGFO eligibility requirements and to accept the Certification Committee report. Motion passed unanimously.**

#### **Host Committee**

Linda Davidson and Carol Himes, Co-chairs presented the Conference Host Committee report. The subcommittees are finalizing plans. Contracts for Boomers and Bluefire Band have been executed for the Tuesday night event. The contract for transportation is being finalized. The committee requested the following:

- Approval to execute the contracts for catering for the President's Reception and transportation. **Mr. Olson moved, seconded by Ms. Anderson to approve contracting for catering and transportation. Motion passed unanimously.**
- Approval of family at a water park and a Sunday morning walk. **Mr. Olson moved, seconded by Ms. Pickles, to approve the Sunday morning walk and not approve the water park event. Motion passed unanimously.**

### **Conference Program Committee**

Darrell Thomas presented the Program Committee report. The final schedule was approved by the Board and speakers are being finalized. **Ms. Howard moved, seconded by Ms. Rodriguez, to accept the Conference Program Committee's report. Motion passed unanimously.**

### **Small Government Committee**

Ted Sauerbeck, Board Liaison, presented the Small Government Committee report. All the completed sections of the Small Government Manuel have been posted on the FGFOA Web-Site. The committee is finalizing the Purchasing Section. **Mr. Olson moved, seconded by Ms. Rodriguez, to approve the Small Government Committee report. Motion passed unanimously.**

### **School of Governmental Finance**

Karin Ashmore, Committee Chair, presented the SOGF report. The committee has begun work on the session schedule. Topics are being reviewed and the committee has ideas for the theme and logo. **Mr. Olson moved, seconded by Ms. Howard to accept the School of Governmental Finance report. Motion passed unanimously.**

### **Technical Resources Committee**

Donna Wright, Chair, presented the Technical Resources Committee. The committee's newsletter article is a comprehensive look at the audit process from selection to completion. Although it is lengthy, it is written simply and should be read by all employees in each government that work on the audit.

Currently there are no GASB exposure drafts (ED) at the GASB website. The deadline for the latest ED entitled *Derivative Instruments: Application of Hedge Accounting Termination Provisions* was April 15<sup>th</sup>.

FGFOA offered the first 2 hour webinar to its membership on April 12<sup>th</sup>. Bill Blend with Moore Stevens Lovelace was the speaker and did a great job! **Mr. Olson moved, seconded by Ms. Pickles, to accept the Technical Resources Committee report. Motion passed unanimously.**

### **NEXT MEETING**

The next meeting of the Board of Directors will be at 12:00 p.m. Friday, June 24, 2011 at the Boca Raton Resort and Club, Boca Raton, Florida.

### **ADJOURNMENT**

There being no further business, President Smith adjourned the meeting of the FGFOA Board of Directors at 12:15 p.m.

Respectfully submitted,

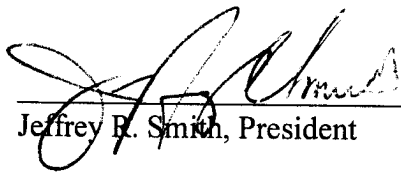
Jeannie Garner  
Executive Director, FGFOA

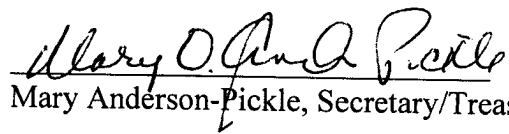
ATTEST:

FGFOA BOD Minutes

April 29, 2011

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Jeffrey R. Smith, President

  
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Mary Anderson-Pickle, Secretary/Treasurer