

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC
BOARD OF DIRECTOR'S MEETING
January 6, 2012

The Board meeting of the FGFOA Board of Directors took place on Friday, January 6, 2012 at the Florida League of Cities Orlando offices.

OFFICERS AND BOARD MEMBERS

PRESENT

Christopher Lyons, President, City of Sarasota
Mary Anderson-Pickle, President-elect, City of Palm Beach Gardens
Diane Reichard, Secretary/Treasurer, City of Temple Terrace
Linda Howard, Director, Orlando Utilities Commission
Sarah Koser, Director, Citrus County Clerk of the Court
James Lewin, Director, Lee County
Kent Olson, Director, City of Jacksonville
Mary-Lou Pickles, Director, Saint Johns River Water Management District
Tim Pozza, Director, Okaloosa County – CCC

NOT PRESENT

Georgina Rodriguez, Director, Town of Pembroke Park
Ted Sauerbeck, Director, Office of the Auditor General

COMMITTEE CHAIRS

John McKinney, Certification – via conference call
Binh Nguyen, Conference Host
Lee Huffstutler, SOGF 2012
Rip Colvin, Small Government – via conference call
Darrel Thomas, Conference Program
Kevin Stork, Technical Resources

STAFF IN ATTENDANCE

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

CALL TO ORDER

At 9:10 a.m., President Lyons called the meeting of the FGFOA Board of Directors to order. A quorum of the Board was present.

APPROVAL OF THE AGENDA

President Lyons asked if there were any changes or additions to the January 6, 2012 agenda. There were no changes.

CONSIDERATION OF MINUTES

The next order of business was the approval of the November 2, 2011 minutes. Technical changes were noted. **Mr. Olson moved, seconded by Ms. Pickles, to approve the November 2, 2011 minutes, as amended. Motion passed unanimously.**

PRESIDENT'S REPORT

Administrative Services Agreement Between FGFOA and The Florida League of Cities

The FLC Administrative Services Agreement expires on June 30, 2012. The purpose of the Agreement is the provision for professional and support services by the League to the FGFOA. The Board reviewed the Agreement for a term of three years July 1, 2012 to June 30, 2015. The contract includes a 5% annual increase. The increase was warranted due to additional services provided by the Florida League of Cities, including Webinars, in addition to overall costs of administration. After much discussion, **Ms. Pickles moved, seconded by Ms. Anderson-Pickle, to approve the Administrative Services Agreement between FGFOA and the Florida League of Cities with technical changes.** **Motion passed unanimously.**

2012-2013 Nominating Committee

President Lyons reported The Call for Nominations for the FGFOA Board will be sent out to the Membership on January 9, 2012.

Legislative Visits

President Lyons reported that the Legislative visit to Tallahassee on Tuesday, November 15, 2011 was very organized and efficient. Amber Hughes, Legislative Advocate for FLC coordinated visits and escorted President Lyons, Mary Anderson-Pickle, President-elect; Kent Olson, Legislative Liaison; and Jeannie Garner, Executive Director to meet with Representative Patronis, Government Operations Subcommittee; Senator Bennett, Community Affairs Committee; Representative Workman, Military and Community Affairs Committee; Representative McKeel, State Affairs Committee; and Senator Ring, Governmental Oversight and Accountability Committee. The 2012 FGFOA Legislative Policies and Recommendations were presented to each of the legislators.

Strategic Planning Review

Committee Chairs and liaisons reviewed the Strategic Plan with President Lyons. The summary update was presented in a concise report.

SECRETARY/TREASURER REPORT

July 1, 2010 to June 30, 2011 FY Audit

Ms. Reichard reported that the Audit Committee met on Thursday, December 1, 2011 and approved the 2010-2011 Audit. Ms. Reichard asked if the Board would retain Shorstein and Shorstein for the 2011-2012 Audit. The Board decided to discuss approval of retaining Shorstein and Shorstein as Auditors for 2011-2012 at the March 2, 2012 Board meeting. The Board asked Mrs. Garner to obtain a fee from Shorstein and Shorstein for the 2011-2012 audit.

2011 Projected Net Income Report for the School

Ms. Reichard presented the "projected" net income report for the school. The total net result excluding administrative expense is projected to be a positive \$3,520. Registration was 208 for 2011 and 226 for 2010. The first-ever "Boot Camp" program had 32 participants of which some also registered for the school. Savings of \$1,385 were realized from providing online speaker evaluations rather than printing costs. The hotel attrition for 10 rooms under the required block cost \$1,650.

OTHER REPORTS

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Mentoring Program

Ms. Pickles reported that Jason Loschiavo, MetroPlan Orlando, was successfully matched with Jim Moye, Orange County Comptroller, bringing the total mentoring partnerships to seven. Ms. Simmons continues working on the mentoring handbook and the document should be ready for review at the next board meeting. **Ms. Koser moved, seconded by Ms. Reichard to approve the Mentoring Program report. Motion passed unanimously.**

Tuesday Night Event Tickets

Ms. Garner indicated that the price for extra tickets to the Tuesday Night Event had remained the same for several years. The actual per person fee for the 2012 Tuesday Night Event at Universal City Walk will run \$60 to \$90 per person. **Mr. Olson moved, seconded by Ms. Pickles, to increase the Adult extra ticket from \$40 to \$50, and the Teen and Child fee would remain at \$30 and \$25, respectively. All tickets purchase after early registration will be an additional \$10. Motion passed five to four with Ms. Reichard, Ms. Howard, Ms Koser and Mr. Pozza opposed.**

EXECUTIVE DIRECTORS REPORT

Ms. Garner reported the current membership as of January 27, 2011, is Active-2,091; Associate, Student/Lifetime/Retiree-428 for a total of 2,519. There were six Webinars in 2011 with an average attendance of 329 attendees.

At the strategic planning for 2011-2012, one of the goals set forth was to research the feasibility and cost of a one-day registration for the Conference. The FGFOA staff presented a chart with several other associations and their one-day registration policies. After review, the Board decided that it was not a prudent option for the FGFOA especially since the registration fees are so low.

Ms. Garner gave an update on The Florida Local Government Coalition. Ms. Garner reminded the Board that at this time she was serving as a representative of the FGFOA. She reported that the focus of the Coalition was currently geared toward legislative issues. She has notified the Coalition leaders that the FGFOA does not lobby and will not participate in the Advocacy Committee.

STANDING COMMITTEE REPORTS

Certification Committee

John McKinney, Chair, presented the committee report. The committee reviewed and approved 125 CGFO Renewals. The CGFO exam offered at the SOGF had 56 participants who took 152 exams and 12 new CGFO were certified. **Ms. Pickles moved, seconded by Ms. Koser, to approve the Certification Committee report. Motion passed unanimously.**

Host Committee

Binh Nguyen, Chair, presented the Host Committee report. The Committee met on Friday, September 23 at the Marriott World Center. The subcommittees are finalizing for all events for the 2012 FGFOA Annual Conference and Association Night will have the Bingo game. Golf tournament arrangements, the contract for the Zumba session, and the Sunday morning walk plans are complete. The color guard detail and the national anthem's singer have been selected for Opening Session. Tuesday Night Event plans with the exception of bus transportation have been completed. Mears has been contacted for 14-

16 buses. **Ms. Anderson-Pickle moved, seconded by Ms. Pickles, to approve Conference Host report. Motion passed unanimously.**

Conference Program Committee

Darrel Thomas, Chair, presented the Conference Program Committee report. Session titles, descriptions and schedule are complete. Speaker selection is 90% complete. The draft program announcement was complete and sent FLC staff. **Ms. Reichard moved, seconded by Ms. Anderson-Pickle, to approve the Program Committee report. Motion passed unanimously.**

Legislative Committee

Kent Olson, Board Liaison, presented the Legislative Committee report. Amber Hughes, Legislative Advocate of the FLC, requested the committee review proposed legislation relating to language on financial emergencies in SB 368 and PCB EAC 12-01. Mr. Olson reviewed the proposed legislation and drafted a response. In order to prepare for addressing legislation presented during the upcoming Legislative session that concern the FGFOA membership, the Chair established a "Rapid Response Team" Sub-Committee. This Sub-Committee will review each piece of legislation of concern, and provide comments, concerns and suggestions. These responses will be submitted through the Liaison to the Board for its consideration in utilizing the lobbyists or other means to forward the responses to the Legislative Members or staff as appropriate. **Ms. Anderson--Pickle moved, seconded by Ms. Pickles to accept the Legislative Committee report. Motion passed unanimously.**

2011 School of Governmental Finance

Lee Huffstutler, Chair, presented the 2012 School of Governmental Finance report. Mr. Huffstutler provided a list of new ideas and details the committee is working on. He met with Ms. Ashmore, Chair 2011 SOGF, to establish continuity and organize the committee. The Board reviewed plans for the 2012 SOGF. **Ms. Koser moved, seconded by Mr. Lewin to approve the 2012 School report. Motion passed unanimously.**

Small Government

Rip Colvin, Chair, presented the Small Government Committee report. The committee met Friday, December 2, at 2:00 pm. Four committee members agreed to write an article for each of the four upcoming FGFOA newsletters. Larry Napier – What to do as a New Finance Director; Melissa Burns – Financial Reporting; Helen Painter – Audits (emphasis on internal controls and segregation of duties); and Rebecca Bowman – Purchasing or a subject of her choice out of the Manual. Mr. Colvin, working with Larry Napier, Melissa Burns, and Tim Pozza will develop 10-20 questions for inclusion in a survey to FGFOA membership on enhancements to the Small Government Manual. Members will be asked to review the manual for Sections that could be enhanced. The committee will hold a teleconference to discuss the survey questions prior to submission to the President for his consideration. There was discussion that this committee should work with the Conference Program Committee to develop classes for the small government tract with consideration to a session on the manual itself. **Mr. Pozza moved, seconded by Ms Howard to approve the Small Government Committee report. Motion passed unanimously.**

Technical Resources Committee

Kevin Stork, Chair, presented the Technical Resources Committee report. Mr. Stork and Bill Blend will prepare articles for the February newsletter. The committee will review and prepare the draft response for the Board on the GASB Preliminary View on *Economic Condition Reporting: Financial Projections*, Project 13-3. John Herbst is the lead to prepare the draft response with Bill Blend and Kevin Stork assisting. The comments are due to GASB by March 16, 2012. **Ms. Koser moved, seconded by Mr. Pozza, to approve the Technical Resources Committee report. Motion passed unanimously.**

NEXT MEETING

The next meeting of the Board of Directors will be at 9:00 a.m., Friday, March 2, 2012 at Marriott World Center, Orlando, Florida.

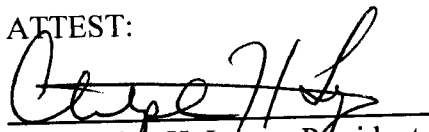
ADJOURNMENT

There being no further business, President Lyons adjourned the meeting of the FGFOA Board of Directors at 12:50 p.m.

Respectfully submitted,

Jeannie Garner
Executive Director, FGFOA

ATTEST:



Christopher H. Lyons, President



Diane Reichard, Secretary/Treasurer