

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

June 10, 2016

The meeting of the FGFOA Board of Directors took place on Friday, June 10, 2016 at the Marriott World Center 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
Binh Nguyen, Director, Lake County-Board of County Commissioners
Jamie Roberson, Director, Osceola County Property Appraiser

NOT IN ATTENDANCE:

John McKinney, Director, City of Edgewater
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Marilyn Rosetti, Director, Florida Auditor General

COMMITTEE CHAIRS

Johnna Agin, Conference Host
Donna Wright, Technical Resources

CHAPTER PRESIDENTS

Alison Teslia, Palm Beach Chapter

STAFF

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

CALL TO ORDER

There being a quorum, President Skinner called the June 10, 2016, meeting of the FGFOA Board of Directors to order at 12:24 p.m.

AGENDA

President Skinner reviewed the June 10, 2016, Agenda. **Ms. Howard moved, seconded by Ms. Gasparri to approve the June 10, 2016 Board of Directors meeting agenda. Motion passed unanimously.**

CONSIDERATION OF MINUTES

The April 8, 2016 minutes were reviewed. Corrections were noted. **Ms. Gasparri moved, seconded by Mr. Adams to approve the April 4, 2016 minutes as modified with corrections. Motion passed unanimously.**

PRESIDENT'S REPORT

Resignation of Board Member

President Skinner reported Director Binh Nguyen has accepted a position outside of a governmental entity starting July 1, 2016. Mr. Nguyen's resignation will be effective after the Tuesday June 14, 2016 Business Lunch. Nicole Gasparri will serve as Director to fill Mr. Nguyen's position until the next election. **Mr. Burke moved, seconded by Ms. Roberson to accept Mr. Nguyen's resignation and approve appointment of Ms. Gasparri to serve as Director. Motion passed unanimously.**

CGFO Test Bank Purchase by LAGFOA

President Skinner reported the Louisiana GFOA had contacted staff in regard to purchasing one or two of the FGFOA-CGFO exams. The floor was open for discussion on purchase price and liability of FGFOA if the exams were purchased. **Mr. Burke moved, seconded by Ms. Gasparri to sell FGFOA-CGFO exams for \$2,000 per exam. FLC staff attorneys will write a "Wavier of Liability" for FGFOA in regard to the exam purchase. Motion passed unanimously.**

Leadership FGFOA Free Recruitment Registration Policy

Ms. Garner reported in an effort to recruit quality candidates to the Leadership FGFOA program the Board had 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). A current graduate may submit multiple recommendations but may only receive one free registration if more than one recommend applicant is selected. Should multiple recommendations be received for the same person the free registration will be determined by FLC staff. **Ms. Roberson moved, seconded by Ms. Gasparri, to approve the Leadership FGFOA Free Recruitment Registration Policy. Motion passed unanimously.**

2015-2016 Action Plan

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

PRESIDENT-ELECT REPORT

North Central Florida Chapter Expansion Request

Ms. Koser reported that the North Central Florida Chapter had requested to expand their borders to include Suwannee, Union and Bradford Counties. The three counties are not currently included within the boundaries of any other Local Chapter. All of the counties are contiguous to the current borders of the chapter. **Ms. Howard moved, seconded by Ms. Roberson to approve adding Suwannee, Union and Bradford Counties to the North Central Florida Chapter of the FGFOA. Motion passed unanimously.**

Local Chapter President Conference Call

Ms. Koser reported the Local Chapter President conference call was May 18, 2016, Seven out of 15 Chapters were represented. Chapter Presidents on the call gave a status report on their chapters.

SECRETARY/TREASURER REPORT

Financials as of March 31, 2016

Ms. Howard reported on the Financials as of March 31, 2016. The Statement of Financial Position for the year ended March 31, 2016 shows total liabilities and unrestricted net assets were \$632,834 with total current liabilities of \$394,116 and unrestricted net assets of \$238,718. This represents a \$66,759 increase of unrestricted net assets in comparison to the December 31, 2015 balance of \$252,284.

Investment Report as of March 31, 2016

Ms. Howard reviewed the Investment Report as of March 31, 2016. 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 January to March, 31, 2016

Ms. Howard reviewed the check register.

2016 Lifetime Achievement Award

Ms. Howard reported the Lifetime Achievement Award committee met on April 18, 2016. Nominee will be announced at the Tuesday Business Lunch.

EXECUTIVE DIRECTORS REPORT

Engaging the Leadership FGFOA Class

Mr. Nguyen reported on engaging the Leadership FGFOA Class to volunteer in some capacity. One way to engage the new class would be to invite them to serve on the ACE award selection committee.

The process 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 two-three 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 ask for volunteers from Class II Leadership FGFOA and so on.

If this works in terms of getting the new members engaged, the service opportunity could be expanded to one more selection committee such as the Lifetime Achievement Award.

FGFOA Vendor/Membership List

Ms. Garner reported staff was contacted by an Associate Member requesting FGFOA provide a link for members showing members who are vendors for various services. After discussion, **Ms. Roberson moved, seconded by Ms. Gasparri, to list the conference exhibitors on the FGFOA Web-site. Motion passed unanimously.**

MEETING PLANNERS REPORT

Hotel Proposals for 2019 and 2020-2022 Annual Conference

Melanie Howe, FLC Meeting planner reviewed Annual Conference Hotel options for 2019 and 2020 discussed at the April 8, 2016 Board of Directors meeting. The board discussed hotel options with Ms. Howe. **Mr. Nguyen moved, seconded by Ms. Gasparri, to contract with The Diplomat, Hollywood, for the 2019 conference. After discussion, Mr. Nguyen moved, seconded by Mr. Adams to**

withdraw the motion until Ms. Howe could discuss options with The Diplomat and present at the June 15, 2016 Board meeting. Motion passed five to three with Mr. Skinner, Ms. Roberson and Mr. Burke opposed.

Ms. Howe reviewed options for the 2020 and 2022 Annual Conference in Orlando. **Mr. Burke moved, seconded by Ms. Gasparri, to select Rosen Shingle Creek for 2020 FGFOA Annual Conference. After discussion motion was amended to include 2022. Motion passed unanimously.**

STANDING COMMITTEE REPORTS

Certification Committee

Ms. Roberson, chair gave the Certification Committee report. The committee approved 60 new CGFO applicants for the year. All five tests were reviewed, rewritten and revised. The Fall exams had 98 participants and the Spring exams had 89 participants at ten locations. The ten review webinars were a success with an average of 50 attendees.

Conference Host Committee

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

Conference Program Committee

President Skinner, gave an update on the 2016 conference program.

Legislative Committee

The Board reviewed the Legislative Committee report.

Member Development Committee

The Board reviewed the Member Development report and the ACE Award winners.

Process Improvement: Hillsborough County Clerk of Court and Comptroller and Technology Utilizing Transparency: Pinellas County Clerk of the Circuit Court and Comptroller

2016 School of Governmental Finance

Mr. Nguyen, Board Liaison, gave the 2016 School of Governmental Finance report. The committee will send the draft session list to the Board for review no later than mid-July.

Technical Resources Committee

Donna Wright, Chair, presented the Technical Resources Committee report. The committee completed One draft responses to GASB's Exposure Drafts (ED) *Leases*. Mr. Burke requested the minutes reflect what an outstanding Committee Chair Donna has been.

2015-2016 Webinar Committee

Mr. Adams, Board Liaison, presented the Webinar Committee report. Legislative Update was held April, 14 with 385 audited attendees and OPEB was held May 19 with 474 audited attendees. Internal Controls is scheduled for July.

NEXT MEETING

The next meeting of the Board of Directors will be at 12:00 noon, June 15, 2016, Marriott World Center Orlando, Florida.

FGFOA BOD Minutes

June 10, 2016

Page 5 of 5

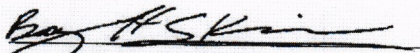
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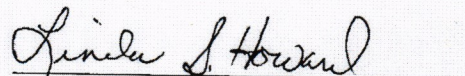
The meeting adjourned at 2:30 p.m.

Jeannie Garner

Executive Director, FGFOA

ATTEST:


Barry Skinner, President


Linda Howard, Secretary/Treasurer