

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC
BOARD OF DIRECTOR'S MEETING
May 4, 2012

The Board meeting of the FGFOA Board of Directors took place on Friday, May 4, 2012 at the Marriott World Center in Orlando.

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
Mary-Lou Pickles, Director, Saint Johns River Water Management District
Kent Olson, Director, City of Coral Gables
Tim Pozza, Director, Okaloosa County – CCC
Georgina Rodriguez, Director, Town of Pembroke Park

NOT IN ATTENDANCE

Ted Sauerbeck, Director, Office of the Auditor General

COMMITTEE CHAIRS

John McKinney, Certification
Binh Nguyen, Conference Host
David Keller, Legislative
Darrel Thomas, Conference Program
Kevin Stork, Technical Resources

STAFF IN ATTENDANCE

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

CALL TO ORDER

At 12:45 p.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 May 4, 2012 agenda. Volusia/Flagler Chapter Trim program was added to the agenda.

CONSIDERATION OF MINUTES

The next order of business was the approval of the March 2, 2012 minutes. **Mr. Olson moved, seconded by Ms. Pickles, to approve the March 2, 2012 minutes with minor corrections. Motion passed unanimously.**

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PRESIDENT'S REPORT

GFOA Representatives

The primary responsibility of GFOA state/provincial representatives is to serve as GFOA's liaison with its members in their state or province. President Lyons reported the Southern GFOA Representative position was vacant. The Board discussed the amount of time and commitment it takes to be a state representative. The Board would like to investigate the possibility of having more than three state representations. Ms. Garner indicated that she would speak with GFOA concerning the representations at the GFOA Annual Conference in Chicago in June. **Mr. Olson moved, seconded by Ms. Howard to request that GFOA add more than three state representative positions to FGFOA. Motion passed unanimously.**

Strategic Planning Review

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

PRESIDENT-ELECT REPORT

Chapter President's Conference Call

Ms. Anderson-Pickles reported on the Final Chapter President's conference call held on April 18, 2012. Topics discussed were the Newsletter, Free Webinar Series, and 2012-2013 Committees.

SECRETARY/TREASURER REPORT

Quarterly Financial Statements January to March 2012

Ms. Reichard reported the Comparative Statement of Financial Position showed total liabilities and unrestricted net assets of \$612,102, with total liabilities of \$320,078 and unrestricted net assets of \$292,024. The unrestricted net assets on December 31, 2011 were \$312,497.

The Statement of Activities showed total revenues for the quarter of \$9,179 and expenses of \$29,652, resulting in a net decrease of (\$20,473) for the quarter...The actual expenses for the School were increased by \$2,133 for speaker expenses, which resulted in a net loss of \$2,302.

Investment Report

Ms. Reichard reported FGFOA purchased a \$75,000 CD at 1.10% interest for one year maturing on September 10, 2012. FGFOA plans to monitor CD rates and purchase another \$75,000 CD.

Check Register

Ms. Reichard reviewed the check register for January – March 2012.

Audit Contract with Shorstein & Shorstein, P.A.

Ms. Reichard reported that FGFOA annual audit fee for the past three years were:

2008-2009 - \$7,135

2009-2010 - \$7,563

2010-2011 - \$7,950

Mark Shorstein indicated that the time charged for the 2010 audit would have been over \$12,000 without the discount. He stated that based on their policy to provide FGFOA with a significant audit

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fee discount, the recommended audit fee for the June 30, 2012 fiscal year be \$8290 (approximately 4% increase). **Ms. Pickles moved, seconded by Ms. Koser, to approve the contract with Shorstein and Shorstein, PA for fiscal year ended June 30, 2012 for \$8,290. Motion passed unanimously.**

OTHER REPORTS

Mentoring Program

Ms. Pickles reported although the mentoring program offered many benefits, under the current guidelines, the program does not appear to be growing. To ensure the program grows appropriately, via e-mail on April 5, 2012, the Board unanimously approved changing the eligibility criteria to the program as follows:

Active members of FGFOA who: (1) have served at least one year on an FGFOA committee or two years as a board member of a local chapter, or (2) have three years of governmental work experience in a financial capacity; and (3) possess a baccalaureate degree from an accredited institution in Accounting, Business Administration, Public Administration or a closely related field, are eligible to apply as a mentee.

Mentors will be Past Presidents, current or past Board members, current or past FGFOA Committee Chairs, and current or past Presidents of a local chapter.

These changes will help open the program up to more people without sacrificing the original intent of the program—to reach mentees who are serious about working in governmental finance and developing future FGFOA leaders. **Ms. Koser moved, seconded by Ms. Rodriguez, to approve the changes to the eligibility criteria. Motion passed unanimously.**

The Board reviewed draft Mentoring Handbook. The Handbook incorporates the approved FGFOA Mentoring Program Guidelines with information obtained from various resources such as personal experiences shared by our mentors and information available online in one succinct document. **Ms. Koser moved, seconded by Ms. Rodriguez, to approve the Mentoring Handbook, as amended. Motion passed unanimously.**

EXECUTIVE DIRECTORS REPORT

Ms. Garner reported the Auditor General Update Webinar was held on April 25, 2012 with 576 attendees. The current membership as of April 27, 2012 is Active-2,261; Associate, Student/Lifetime/Retiree-492 for a total of 2,753.

STANDING COMMITTEE REPORTS

Certification Committee

John McKinney, Chair, presented the committee report. The Spring CGFO exams had 32 participants and 70 exams were taken. Five candidates received the CGFO Certification. The Board reviewed the CGFO Committee Policies and Procedures. **Ms. Pickles moved, seconded by Mr. Pozza, to approve the CGFO Committee Policies and Procedures Manual. Motion passed unanimously. Ms. Rodriguez moved, seconded by Mr. Lewin, to accept the Certification Committee report. Motion passed unanimously.**

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Host Committee

Binh Nguyen, Chair, presented the Host Committee report. The committee is complete with all conference preparations.

Conference Program Committee

Darrel Thomas, Chair, presented the Conference Program Committee report. Mr. Thomas reviewed the committee's procedures for organizing the final conference program. **Mr. Pozza moved, seconded by Mr. Lewin, to accept the Program Committee report. Motion passed unanimously.**

Legislative Committee

David Keller, Chair presented the Legislative Committee report. Mr. Keller reviewed the committee's activities. **Ms. Pickles moved, seconded by Mr. Pozza, to accept the Legislative Committee report. Motion passed unanimously.**

2012 School of Governmental Finance

Jim Lewin, Board Liaison, presented the 2012 School of Governmental Finance report. The 2012 School Committee Sub-Chairs have been assigned and are working on the program. The committee is considering two sessions per day with a theme of "Training Leaders Through Education." **Ms. Koser moved, seconded by Ms. Rodriguez, to approve the 2012 School Committee report. Motion passed unanimously.**

Small Government Committee

Mr. Pozza, Board Liaison, reviewed the committee's activities. **Ms. Koser moved, seconded by Ms. Pickles, to accept the Small Government Committee report. Motion passed unanimously.**

Technical Resources Committee

Kevin Stork, Chair, presented the Technical Resources Committee report. The committee is reviewing the GASB Preliminary View on *Government Combinations and Disposals of Government Operations*. The Board reviewed the committee's Policy and Procedures Manual. **Mr. Pozza moved, seconded by Ms. Rodriguez, to approve the Technical Resources Committee Policy and Procedures Manual. Motion passed unanimously. Mr. Olson moved, seconded by Mr. Pozza, to accept the Technical Resources Committee report. Motion passed unanimously.**

OTHER BUSINESS

John McKinney, Volusia Chapter President, requested that the Board authorize the Volusia Chapter to host a TRIM meeting using the FGFOA sponsor number and register participants though FGFOA. After much discussion the Board determined that chapters could utilize the e-blast done by FLC to notify all FGFOA members. The attendees and ability to register participants would be the chapter's responsibility.

NEXT MEETING

The next meeting of the Board of Directors will be at 1:00 p.m., Wednesday, May 9, 2012 at Marriott World Center, Orlando, Florida.

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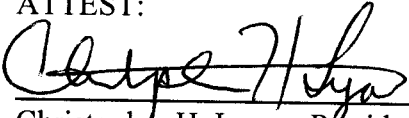
ADJOURNMENT

There being no further business, President Lyons adjourned the meeting of the FGFOA Board of Directors at 3:38 p.m.


Respectfully submitted,

Jeannie Garner
Executive Director, FGFOA

ATTEST:



Christopher H. Lyons, President



Diane Reichard, Secretary/Treasurer