

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

August 1, 2014

The meeting of the FGFOA Board of Directors took place on August 1, 2014 Renaissance Vinoy, St. Petersburg, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Mary-Lou Pickles, President, Saint Johns River Water Management District
Barry Skinner, President-elect, Orange County Comptroller
Sarah Koser, Secretary-Treasurer, The Villages
Ken Burke, Director, Pinellas County Clerk of the Circuit Court and Comptroller
Linda Howard, Director, Orlando Utilities Commission
John McKinney, Director, City of Edgewater
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Jamie Roberson, Director, Osceola County Property Appraiser
Marilyn Rosetti, Director, Florida Auditor General
Darrell Thomas, Director, City of Weston

NOT IN ATTENDANCE:

Georgina Rodriguez, Director, Town of Pembroke Park

COMMITTEE CHAIRS

Cheryl Miller, Certification
Dave Keller, Conference Host
Lacy Smith-Castillo, Membership Development
Binh Nguyen, Webinar

CHAPTER PRESIDENTS

Susan Bass (for Sue Walterick), Gulf Coast

STAFF

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

CALL TO ORDER

There being a quorum, President Pickles called the August 1, 2014 meeting of the FGFOA Board of Directors to order at 9:00 a.m.

AGENDA

President Pickles added Florida Local Government Coalition Report to the August 1, 2014 agenda. **Mr. Thomas moved, seconded by Mr. Skinner, to approve the August 1, 2014 agenda as amended. Motion passed unanimously.**

CONSIDERATION OF MINUTES

May 28, 2014 and June 4, 2014 minutes were reviewed and approved as distributed.

PRESIDENT'S REPORT

Florida City and County Management Association

President Pickles reported FCCMA requested FGFOA present a session at the FCCMA 2015 Annual Conference. The sessions are case studies that would benefit City and County Managers. They also request FGFOA submit five key trends in Government. Ken Burke will secure a speaker for the session.

Florida Local Government Coalition

President Pickles reported The FLGC will be holding Local Works Day on October 3, 2014. **Ms. Howard moved, seconded by Ms. Rosetti, to send an email to the FGFOA Membership to show support for the FLGC Local Works Day 2014. Motion passed unanimously.** FLGC would like to profile a member of FGFOA as a "Public Servant". **Mr. Skinner moved, seconded by Ms. Roberson, to profile Jim Moye, Retired Orange County Comptroller's Office and FGFOA Past-President. Motion passed unanimously.**

2014 FGFOA Annual Conference Evaluations

President Pickles reviewed the Conference Evaluations.

Advertising for Non-Related FGFOA Events

The Administrator receives many requests to advertise non-FGFOA related educational events. The President has approved promoting events on a one on one basis. Due to an increase in advertising requests the Board needs to establish perimeters for advertising events. **Mr. Skinner moved, seconded by Mr. Thomas, to establish a policy on advertising non-related FGFOA Events as stated below. Motion passed unanimously.**

Advertising for Non-Related FGFOA Events Policy

The President can approve promoting (via email blasts) non-FGFOA events on a one on one basis that are provided by a well-known state agency, federal agency or a non-profit government related association as long as it is related to governmental finance. Examples of associations that would be in this category would be the Auditor General, Department of Financial Services, FICPA, GFOA, IRS, FLC, FAC, FLGC, etc.).

If the agency or association is not well-known, the officers can approve or deny the request or, if necessary, seek the consensus of the Board.

For any opportunity with an agency or association that requires FGFOA "sponsorship, whether monetary or non-monetary, the Board must approve by majority vote.

2014-2015 Strategic Planning

President Pickles reviewed the Strategic Plan Goals for 2014-2015.

PRESIDENT-ELECT REPORT

Chapter Liaison Report

Mr. Skinner reported that the Chapter Presidents' Orientation was held via conference call on July 24, 2014. Ten out of 14 Chapters were represented. Topics reviewed were 2014 SOGF, GFOA State

Representatives, Chapter Records Retention, Chapter CPE Guidelines, Deadline and Communication to Chapters.

Mr. Skinner reported the North Central Florida Chapter requested Columbia and Gilchrist counties be added to the North Central Florida Chapter. **Ms. Roberson moved, seconded by Mr. Burke, to approve adding Columbia and Gilchrist counties to the North Central Florida Chapter. Motion passed unanimously.**

SECRETARY/TREASURER REPORT

Financials as of June 20, 2014

Ms. Koser reported the June 30, 2014 Financials were not complete at the current time.

Investment Report as of June 20, 2014

Ms. Koser reviewed the Investment Report as of June 30, 2014. Two CDs owned by FGFOA will mature in early September. Staff will receive quotes on rollover and new CD rates.

Check Register April 1-June 30, 2014

Ms. Koser reviewed the Check Register.

AD-HOC COMMITTEES REPORTS

Election Process

President Pickles gave an update on the Election Process Committee.

Leadership FGFOA

Mr. Skinner and Ms. Koser gave an update on the Leadership FGFOA Committee.

Innovative Recognition Program

Ms. Howard gave an update on the Innovative Recognition Program.

EXECUTIVE DIRECTORS REPORT

Ms. Garner reported it would be in the associations best interest to provide a hosted bar for the SOGF hospitality suite, therefore the 2014 SOGF Budget should be amended to cover the cost of a hosted bar with an increase of \$3,000 to the Hospitality Suite. **Mr. Thomas moved, seconded by Ms. Howard, to approve an increase of \$3,000 to the 2014 SOGF Budget for the Hospitality Suite. Motion passed unanimously.**

The list serve remains active:

- Accounting – 603
- Budgeting – 494
- Debt Treasury – 713
- Financial Administration – 474
- Personal Payroll – 138

Ms. Garner reported that the current FGFOA membership renewals for 2014-2015 are in progress.

STANDING COMMITTEE REPORTS

Certification Committee

John McKinney, Board Liaison, gave the Certification Committee report. The committee recommends the following revisions to the Certification Policy and Procedures:

ELIGIBILITY REQUIREMENTS

To be eligible to participate in the program, an applicant must:

1. be an active member in good standing of the FGFOA
2. have either a bachelor of Science or a Bachelor of Arts Degree from an accredited college-level institution in Accounting, Business Administration, Public Administration or a closely related field and a minimum of three years, within the last five years, of governmental related experience; or a Bachelor of Science or a Bachelor of Arts Degree from an accredited college-level institution and a minimum of five years, within the last seven years, of governmental related experience and 20 hours within the last three years in local/state government related training sessions (i.e. FGFOA/GFOA etc.) or must attend the CGFO review courses prior to taking the exam. Work experience will not substitute for an appropriate degree.
3. submit a minimum of two letters of recommendations
4. successfully pass an open book Ethics exam
5. accept the FGFOA Code of Ethics

The candidate has five years to pass all five exams in five subject areas in order to receive the CGFO designation.

EDUCATION – CGFO candidates must hold a bachelor's (or higher level) degree from an accredited college-level institution. Work experience will not substitute for an appropriate degree. A copy of the candidate's diploma, transcripts, or other written proof of completion of a degree program must accompany the candidate's application.

EXPERIENCE – The CGFO program is designed to distinguish professionals engaged in the field of government finance. Candidates for certification must complete either 36 or 60 months of governmental work experience with appropriate degree (see eligibility requirements number 2 above). Qualifying experience consists of employment in a governmental entity (city, county, school district, special district, state or federal) in a professional level non-clerical financial capacity. Employment in a financial capacity includes work involving treasury, debt administration, financial administration, accounting, auditing, budget, risk management, tax management, or purchasing. External auditors of governmental entities employed by non-governmental entities, i.e. CPA firms, IRS auditors of individual tax returns, internships, and trainees, clerical, or non-technical positions do not provide appropriate experience to fulfill this requirement.

Mr. McKinney moved, seconded by Ms. Howard, to approve the committee recommendations on eligibility requirements for the CGFO Program. Motion passed unanimously.

Conference Host Committee

David Keller, Chair, presented the 2015 Host Committee report.

Conference Program Committee

Shannon Ramsey-Chessman, Board Liaison gave the 2015 Program Committee Report.

Legislative Committee

Mr. Burke, Board Liaison, presented the Legislative Committee report.

Membership Development Committee

Lacy Smith-Castillo, Chair, presented the Membership Development Committee report and Policy and Procedures Manual. There was discussion of Student Membership and it was the consensus of the Board to continue to promote FGFOA to students, but offering the students membership was not productive. **Ms. Roberson moved, seconded by Ms. Ramsey-Chessman, to approve the Membership Development Policy and Procedures Manual. Motion passed unanimously.**

2014 School of Governmental Finance

Darrell Thomas, Board Liaison, presented the 2014 SOGF report. **Ms. Rosetti moved, seconded by Ms. Howard, to approve having Kevin Webb, Cantor Fitzgerald present Excel'ing @ Bonds and Ben Finkelstein, Cantor Fitzgerald present "Main Street Speak" with Jeff Kern, Sarasota County. Motion passed unanimously. Ms. Howard moved, seconded by Ms. Ramsey-Chessman, to approve the 2014 SOGF schedule. Motion passed unanimously.**

Technical Resources Committee

Marilyn Rosetti, Board Liaison, presented the Technical Resources Committee report. **Mr. Skinner moved, seconded by Mr. McKinney, to keep the Basic Government Resource manual and RFP's can be requested through the List Serve. Motion passed unanimously. Ms. Koser moved, seconded by Mr. Skinner, to approve Project No 26-5E Exposure Draft Response. Motion passed unanimously.**

2014-2015 Webinar Committee

Binh Nguyen, Chair, presented the 2014-2015 Webinar Committee report.

NEXT MEETING

The next meeting of the Board of Directors will be at 8:30 a.m., November 19, 2014, Hilton Sandestin, at the School of Governmental Finance.

ADJOURNMENT

There being no further business, Mr. Skinner motioned, seconded by Mr. McKinney, to adjourn the meeting.

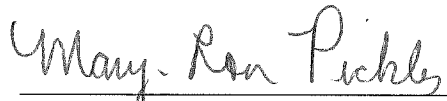
Jeannie Garner
Executive Director, FGFOA

ATTEST:

FGFOA BOD Minutes

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Mary-Lou Pickles, President



Sarah Koser, Secretary/Treasurer