



Florida Government Finance Officers Association, Inc

Meeting of the Board of Directors

Friday, February 9, 2018

Esalen 2

Breakfast 8:30 a.m.

Meeting 9:00 a.m.

Double Tree by Hilton

4431 PGA Boulevard

Palm Beach Gardens, FL 33410

ATTENDANCE - FGFOA BOARD OF DIRECTORS MEETING

February 9, 2018

NOT
PRESENT

PRESENT

1st Term

2nd Term

3rd Term

OFFICERS

		Linda Howard	2010-2013	2013-2016	2016-2018
		Kent Olson	2008-2010	2010-2013	2016-2019
		Ken Burke	2014-2015	2015-2018	

DIRECTORS

		Kimball Adams	2015-2018		
		Rip Colvin	2016-2019		
		Nicole Gasparri	2015-2017	2017-2018	
		Jonathan McKinney	2014-2017	2017-2018	
		Shannon Ramsey-Chessman	2013-2016	2016-2019	
		Jamie Roberson	2014-2017	2017-2020	
		Frank DiPaolo	2017-2020		
		Mike Gomez	2017-2020		

COMMITTEE CHAIRS

		Kelly Rae Strickland, Certification
		Lisa Snead, Conference Host
		Ian Evans-Smith, Conference Host
		Bryan Cahen, Conference Program
		Rebecca Pine, Communication
		Peter Lear, Legislative
		Karen Keith, Member & Leadership
		Olga Rabel, Member & Leadership
		Sharon Almeida, 2018 SOGF
		Melissa Burns, Technical Resources
		Brandy Ferris, Education & Webinar

CHAPTER PRESIDENTS

		William Greg James, Big Bend
		Kurt Petersen, Central Florida
		Melissa Burns Florida First Coast
		Linda Benoit, Gulf Coast
		Thomas McColgan, Hillsborough
		Johnna Agin, Nature Coast
		Amanda Hagan, North Central Florida
		Jeremy Baker, Palm Beach
		Laura Picklap, Panhandle
		Linda Logan Short, South Florida
		Karen Vivian, Southwest
		Milo Zonka, Space Coast
		Judith Browning, Treasure Coast
		Catherine Colwell, Volusia/Flagler

OTHERS IN ATTENDANCE

		Paul Shamoun, Florida League of Cities
		Jill Walker, Florida League of Cities
		Karen Pastula, Florida League of Cities

Agenda

FGFOA BOARD OF DIRECTORS MEETING AGENDA

DATE/TIME: **Friday, February 9, 2018 – Meeting: 9:00 a.m.**

LOCATION: **Double Tree by Hilton
4431 PGA Boulevard, Palm Beach Gardens, FL 33410**

Call to Order – Linda Howard, President

Roll Call

Approval of the Agenda

Consideration of Minutes – October 25, 2017

Report of Officers

- 1. President – Linda Howard**
 - A. Icebreaker**
 - B. Lifetime Achievement Award**
 - C. 2017-2018 Goals and Assignments**
 - D. Local Chapter Visits**
- 2. President-elect – Kent Olson**
 - A. Appointment of 2018 Committee Chairs**
 - B. Strategic Planning Session for 2018-2019**
- 3. Secretary-Treasurer – Ken Burke**
 - A. Quarterly Financials as of September 30, 2017**
 - B. Fee Analysis**
- 4. Executive Director Report**
 - A. Investment Report as of December 31, 2017**
 - B. Check Register as of December 31, 2017**
 - C. Membership Update**
 - D. Conference & School Mobile App**
 - E. 2019 Annual Conference Site Selection Discussion**
- 5. Ad Hoc Committee Reports**
 - A. Audit Committee Ad Hoc – Sarah Koser**
 - B. Election Ad-Hoc Committee – Kent Olson**

- C. Nominating Committee Ad Hoc – Sarah Koser**
- D. Retiree Talent Pool Ad-Hoc Committee – Ken Burke**

Standing Committee Reports

- 6. Certification Committee, Chair – Kelly Strickland**
- 7. Communications Committee – Rebecca Pine**
 - A. Communications Committee Update**
- 8. Conference Host Committee, Co-Chairs – Lisa Snead, Ian Evans-Smith**
- 9. Conference Program Committee, Chair – Bryan Cahen**
 - A. Conference Program Committee Update**
 - B. Additional Conference-related Requests**
 - C. Speaker Guidelines and Moderator Training**
- 10. Education and Webinar Committee, Chair – Brandy Ferris**
- 11. Legislative Committee, Chair – Peter Lear**
- 12. Member and Leadership Development Committee, Co-Chairs – Karen Keith, Olga Rabel**
- 13. School of Governmental Finance Committee, Chair – Sharon Almeida**
- 14. Technical Resources Committee, Chair – Melissa Burns**
- 15. Other Business**
 - A. Update from FLC Meeting**
- 16. Action Items**
- 17. Next Meeting – April 13, 2018 – Orlando Embassy Suites Downtown**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING MINUTES
October 25, 2017

The meeting of the FGFOA Board of Directors took place on October 25, 2017 at the School of Governmental Finance, Omni Hotel in Jacksonville, FL.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Linda Howard, President, Florida Municipal Power Agency
Kent Olson, President-elect, City of Tallahassee
Ken Burke, Secretary/Treasurer, Pinellas County Clerk of the Circuit Court and Comptroller
Frank DiPaolo, Director, City of Lighthouse Point
Nicole Gasparri, Director, City of Boca Raton
Mike Gomez, Director, Florida Auditor General Tallahassee
Jonathan McKinney, Director, City of Mount Dora
Shannon Ramsey-Chessman, Director, Clerk & Comptroller Palm Beach County
Jamie Roberson, Director, Osceola County Property Appraiser

COMMITTEE CHAIRS

Kelly Rae Strickland, Certification
Bryan Cahen, Conference Program
Olga Rabel, Member & Leadership
Jennifer Desrosiers, 2017 SOGF
Melissa Burns, Technical Resources
Brandy Ferris, Education & Webinar
Sharon Almeida, 2018 SOGF

CHAPTER PRESIDENTS

N/A

STAFF

Paul Shamoun, Florida League of Cities
Merrily Bennett, Florida League of Cities
Karen Pastula, Florida League of Cities

CALL TO ORDER

There being a quorum, President Howard called the October 25, 2017 meeting of the FGFOA Board of Directors to order at 9:01 a.m.

Agenda Approval

President Howard reviewed the October 25, 2017 Agenda.

Mr. Olson moved, seconded by Mrs. Ramsey-Chessman to approve the October 25, 2017 agenda. Motion passed unanimously.

CONSIDERATION OF MINUTES

The August 25, 2017 minutes were reviewed.

Mrs. Ramsey-Chessman moved, seconded by Mr. Gomez to approve the August 25, 2017 minutes with corrections to be made. Motion passed unanimously.

PRESIDENT'S REPORT

Update of Strategic Plan

Mrs. Howard reviewed each of the areas of the strategic plan. This agenda item will be continually updated throughout the year to ensure each committee is following through with the 2017-2018 Strategic Plan.

Local Chapter Visits

Mrs. Howard reported that she plans to visit at least five of the local chapters this year. Proposed visits are: Volusia/Flagler, South Florida, Panhandle, Gulf Coast and Space Coast.

Nominating Committee

Mrs. Howard announced her selections for the nominating committee. The Nominating Committee is composed of the President, President-Elect, Immediate Past President and at least seven members appointed by the President. The committee will be the following:

Linda Howard	Kent Olson
Sarah Koser	Jason Loschiavo
Joseph Smith	Darrel Thomas
Patricia White	Lakia McNeal
Jennifer Desrosiers	Cindy Neno
Lori Hill	

Mrs. Roberson moved, seconded by Ms. Gasparri to approve the 2017-2018 Nominating Committee. Motion passed unanimously.

SECRETARY-TREASURER REPORT

6/30/2017 Financials

Mr. Burke reported on the financials as of June 30, 2017. That statement of Financial Position for the year ended June 30, 2017 shows total liabilities and unrestricted net assets were \$874,310 with total current liabilities of \$602,243 and unrestricted net assets of \$272,067. This represents a \$28,253 increase of unrestricted net assets in comparison to the June 30, 2016 balance of \$243,814. Staff was asked to look into why the Board expenses were higher than anticipated. Additionally, members asked for information on the pass vs. fail rate for the CGFO exams. **Mr. Olson moved, seconded by Ms. Gasparri to approve the June 30, 2017 financial statements as presented. Motion passed unanimously.**

EXECUTIVE DIRECTORS REPORT

Membership Report

Mr. Shamoun reported the current membership as of 10/10/2017 is 2,744 Active; 349 Associate; 48 Lifetime/Retiree for a total of 3,141. The List Serve remains active with the following subscribers.

Accounting/Auditing 669

Budgeting 565

Debt/Treasury 590

Financial Administration 563

Personnel/Payroll 299

Investment Report

Mr. Shamoun reviewed the Investment Report as of October 9, 2017. Synchrony Bank CD of \$79,374.04 was renewed at 1.40% APY and will mature on September 4, 2018. American Commerce CD of \$103,015.27 at 1.26% APY will mature on March 10, 2018. Currently the Vanguard account has \$15,968.35.

Check Register

Mr. Shamoun reviewed the check register for April 1, 2017 – June 30, 2017. Staff was asked to provide additional information on the reconciling items listed on the report.

2017 Member Survey Results

Mr. Shamoun reviewed the results of the membership survey that was distributed early October. The results show that 294 members participated in the survey with 97% of those members saying that the FGFOA is accomplishing its mission and eight members said they were not satisfied because they are not able to get a spot in the highly sought-after Beginner Boot Camp. The Board recommends having an open-ended question at the end of all future surveys. The Board also recommended that the communications committee look into setting up a linked-in account as the majority of members said this was their preferred social media too for professional relationships. Most respondents would like to conference application to be more functional.

2017-2018 Annual Conference Budget Amendment

Mr. Shamoun proposed the following budget amendment to cover the expected costs of the Tuesday Night Event at the 2018 Annual Conference. Revenue would be increased by \$10,000 to be more reflective of past conference attendees and expenses would increase as follows:

Tuesday Night Event	\$15,000
Monday Lunch Voucher	\$20,000
Buses for Tuesday Night	\$6,000
Staff Travel	\$2,000

This proposed budget amendment reduces the projected net income from \$35,200 to \$2,200 and the annual operating budget has a projected loss of \$85,660. The Board also expressed interest in adding additional budget monies for a more robust app for Annual Conference and SOGF. Mr. Burke is currently completing the fee analysis and will be making recommendations that will affect the budget. Mr. Shamoun, Mr. Olson and Mr. Burke will get together and redo the entire budget and bring it to the Board at the February 9, 2018 meeting for Board consideration. Understanding that staff needed the amendment for planning purposes and that this would be brought up at the next meeting,

A motion was made by Mr. Olson and seconded by Mrs. Roberson to approve the budget amendment as presented and have the revised budget added to the February Board meeting agenda.

2019 & 2021 Annual Conference Site Selection

Mr. Shamoun presented proposals from the Florida League of Cities meeting planner, Melanie Howe. Mrs. Howe has contacted Boca Resort, West Palm Beach Convention Center, Miami Beach Convention Center, Tampa Convention Center and the Diplomat Resort. Mr. Shamoun explained that several of the

location researched were not available for during May or June 2019. The Boca Resort and West Palm Beach Convention center as well as the Diplomat were options. Boca Raton resort would be the most expensive option costing roughly \$85,000 more than the Diplomat and West Palm Beach would cost \$50,000 more. **A motion was made by Mr. Olson, and seconded by Mr. McKinney to break the 2019 contract with the Diplomat Resort and see other options. Motion did not pass with a vote of four to five.** After further discussion, **a motion was made by Mrs. Howard, and seconded by Mr. Olson to find an agreeable alternative for the 2019 Annual Conference and then look at breaking the current contract with the Diplomat Resort. Motion passed eight to 1 with Mr. Burke descending.** This agenda item was discussed further and **a motion was made by Mr. DiPaolo, and seconded by Mr. Olson to have FLC staff expand the search for other hotels to the entire state of Florida and expand the dates to be May – June 2019. Motion passed unanimously.** The 2021 location was discussed. **A motion was made by Mrs. Roberson, seconded by Mrs. Howard to proceed with a contract with the West Palm Beach Convention Center for the 2021 Annual Conference. Motion was withdrawn and will be revisited at the February board meeting.**

AD-HOC COMMITTEE REPORTS

Election Ad Hoc Committee

Mr. Olson, Ad-Hoc Committee Chair, reported the committee held a conference call on October 2, 2017. The committee agreed that it will put forth a process that allows the Nominating Committee to select a slate of candidates to run for Board of Directors positions. More information will be presented at the February board meeting.

Retiree Talent Pool Ad Hoc Committee

Mr. Burke, Ad-Hoc Committee Chair, reported that he had no report.

STANDING COMMITTEE REPORTS

Certification Committee

Mrs. Strickland, Committee Chair, gave an update on the following topics. Application and Renewals, Exams and Review Courses, and Exam Questions Reviews. Mrs. Strickland reported that one of the applicants that was denied for not meeting the governmental experience requirements has asked for clarification on the policies. She proposed an edit to the verbiage on the application to avoid future confusion. Members discussed the criteria and gave Mrs. Strickland some ideas to bring back to the committee. The committee will present a final version of the updated application at the February board meeting.

Conference Host Committee

Mrs. Howard reported the Host Committee has selected Planet Hollywood for the Tuesday Night Event and a logo is being drafted. Mayor Jacobs has been requested for Monday Opening Ceremony and the Presidents Reception will be held at the Rosen School of Hospitality. The Honor Guard, Invocation, and the National Anthem have been secured as well.

Conference Program Committee

Mr. Cahen, Committee Chair, provided a tentative list of topics and speakers and is starting to finalize the details. Times have changed for Opening General Session, Standing Committee Meetings, and the Tuesday Business Lunch. All have been changed to be 20 minutes earlier than in the past.

Communication Committee

Mrs. Howard, Board Liaison, gave a progress update. The Committee would like to include Linked-In to the list of Social Media outlets being used based on survey results.

Education & Webinar Committee

Mrs. Ferris, Committee Chair, reported on the webinars. A list of webinars and topics/dates was provided. The Divergent Seminar has been scheduled for November 16, 2017 in Clearwater and the second session in this series is scheduled for May in Ocala. As of now, registration is low and we would need at least 20 participants for this training to be worthwhile. Spring Boot Camp is scheduled for March 12-13, 2018.

Legislative Committee

No report available

Member & Leadership Committee

Mr. Gomez, Board Liaison, reported the Coaching Program has 20 coachees and 16 coaches signed up. Marketing Book Marks have been updated and given out to School attendees and was promoted during the Emerging Leaders Reception during the 2017 School of Governmental Finance. The committee would like to implement a link on the FGFOA website/Coaching Program for FAQ's and testimonials. The Leadership FGFOA application process has been shifted to December. The application has been updated and email notice has been written.

School of Governmental Finance Committee

Mrs. Desrosiers, Chair, provided a final update for the 2017 year. She suggested that the board look at removing one of the added sessions on Wednesday rather than two. She also suggested that the School of Governmental Finance is growing and the committee and board should seek larger hotels to meet the needs. Mrs. Sharon Almeida was introduced to the board. Sharon will be the 2017-2018 chair of the SOGF committee.

Technical Resources Committee

Mrs. Burns reported the committee has completed two responses for exposure drafts from GASB. The Committee will be holding a conference call to discuss updating the committee manual and the Basic Resource Manual. The committee will also be reviewing a survey forwarded to them by President Linda Howard.

ACTION ITEMS

Look into finding a new App

Fee Analysis to be completed by February Meeting

Budget Amendment for 2018 Annual Conference

Update the Board on why Board Expenses are over budget \$4,673

Include LinkedIn to the Social Media outlets we use

Revisit finding locations for 2019 and 2021

Certification Committee update application verbiage

Moderator Training

Find replacement for Lynda Dennis

NEXT MEETING

The next meeting of the Board of Directors will be Friday, February 9, 2018 in South Florida. Location TBD.

ADJOURNMENT

The meeting adjourned at 1:06 p.m.

ATTEST:

Ken Burke, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

President
Linda Howard

President-Elect
Kent Olson

Secretary/Treasurer
Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Frank DiPaolo

Nicole Gasparri

Michael Gomez

Jonathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Lifetime Achievement Award

Executive Summary, Explanation or Background:

The Lifetime Achievement Award committee will work to select a member worthy of this esteemed honor. This awardee will be recognized and honored as a Finance Officer who has made a lasting and worthwhile contribution to the citizens of Florida through their efforts and dedication in the performance of their duties on a local level, and who has served the FGFOA in its efforts to enhance the profession.

The committee is comprised of a board officer, a current board member, 2 past presidents and 1 member at large, all selected by the president. This is the proposed committee.

Committee Members:

President-Elect, Kent Olson
Board member, Jamie Roberson
Past President, Mary Anderson
Past President, Jeff Smith
Member At Large, Georgina Rodriguez

Recommended Action: Approval of the Lifetime Achievement Award Committee

Linda S. Howard
Linda Howard, President

2/9/18
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

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President
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Shannon Ramsey-Chessman

Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Update on the Strategic Plan

Executive Summary, Explanation or Background: As we done for the past few years, we want to monitor and update our Strategic Plan at each Board meeting.

Recommended Action: See attached Strategic Plan

Linda S. Howard

Linda Howard, President

02/09/2018

Date



FGFOA Board of Directors Strategic Planning 2017-2018 Linda Howard, President Theme: Equipped to Serve

VISION

The 2017-2018 year will be focused on increasing membership engagement, re-examining each committee with the goal of refining their objectives and providing proper focus, and developing our membership as leaders. [Focus will be on training, coaching and communication]

CGFO COMMITTEE – Kelly Strickland, Chair

Rip Colvin, Liaison

- Review and update committee manual by 05/2018
- Establish process for regular updates to exam questions. - *In progress*
- Start with complete review of all exams. (\$30,000 Budgeted) – *Committee to work on after fall exams*
- Better marketing of the importance and success of the program – coordinate with Communication committee – *Testimonial Videos will be made at 2017 SOGF by FGFOA Staff.*
- Continue to plan at least 2 review sessions

CONFERENCE HOST COMMITTEE – Lisa Snead & Ian Evans-Smith, Co-Chairs

John McKinney, Liaison

- Assign subcommittee chairs - *done*
- Review and update committee manual by 05/2018
- Provide two options for the Tuesday night event by the August Board meeting – *done* (need dietary restrictions)
- Develop theme with President by the August Board meeting - *done*

CONFERENCE PROGRAM COMMITTEE – Bryan Cahen, Chair

Frank DiPaolo Liaison

- Review and update committee manual by 05/2018
- Have sessions that engage members by having contrasting points of view.
- Each session should have one vendor and at least one FGFOA member presenter (there will be exceptions for premier presentations). *done*

COMMUNICATION COMMITTEE – Rebecca Pine, Chair

Linda Howard Liaison

- Create committee manual by 05/2018
- Generate ideas for marketing the FGFOA showcasing the value of membership
- Consider setting up “speed dating” type informational event at conference and school – *will consider*
- Engaging local chapters to help push out FGFOA goals and strategies. Propose members for state committees (President-Elect) - *in process*
- Conduct member satisfaction survey regarding FGFOA services provided to members. Work with The League to develop survey (Add to 1st agenda) – *done*
 - Add “Are you willing to service on a committee as a question”
- Rollout Social Media platform – ongoing with more specific focus
 - Continue to implement social media policies
 - Implement and monitor benchmarks. Report successes to board quarterly
 - Request changes to benchmarks as/if needed during board meetings
 - Work with Committee chairs on content generation

LEGISLATIVE COMMITTEE – Peter Lear, Chair

Kim Adams, Liaison

- Review and update committee manual by 05/2018
- Be the resource for proposed legislation
- Get involved early with legislative process – stay engaged
- Identify and meet with key Legislative staff members in August -
- Keep membership informed with e-bulletins – provide information to FGFOA staff to send to membership
- Receive information using Lobby Tools
- Form a rapid Response Team to address other association requests for information and quick response to lobbyist

MEMBER AND LEADERSHIP COMMITTEE – Karen Keith & Olga Rabel, Co-Chairs,

Mike Gomez, Liaison

- Review and update committee manual by 05/2018
- Continue to develop and implement strategies for engaging Emerging Leaders – Receptions & specific sessions - *done*
- Leadership FGFOA: Increase marketing efforts to attract the largest pool of candidates possible. Suggestions for marketing include having decision makers give testimonials and highlighting that attendees get CPEs. Use other associations to get out the word.
- Talk to local chapters about sponsoring or giving a scholarship for a member to attend Leadership FGFOA
- We will measure success for Leadership FGFOA by the number applications received
- Continue to implement the Coaching Program with a 1st year target of 25.
- Remove ACE awards - *done*

SCHOOL OF GOVERNMENTAL FINANCE – Jennifer Desrosiers, Chair

Nicole Gasparri, Liaison

- Review and update committee manual by 05/2018
- 2018 Chair should be appointed at August 2017 Board meeting – *done (Sharon Almeida)*
- Make sure presenters are majority government members and topics are varied for year to year – *in process*

TECHNICAL RESOURCE COMMITTEE – Melissa Burns, Chair

Shannon Ramsey-Chessman

- Review and update committee manual by 05/2018
- This committee will focus on providing the membership as well as other stakeholders with technical advice.
 - Respond to GASB/ GAAP
- Continue to update the Government Resource Manual

EDUCATION & WEBINAR COMMITTEE – Brandy Ferris, Patty Williams Co-Chair & Sub-chair

Jennifer Manning

Jamie Roberson, Liaison

- Review and update committee manual by 05/2018
- This committee will focus on educating the membership. – *in progress*
- Webinars
 - Goal is to provide 6-8 webinars (Establish Dates and Topics as soon as possible) - *done*
- Boot Camps
 - Look at additional speakers for future camps
- Divergent Series have 2 sessions (Establish Date and Topic as soon as possible) - *done*

STAFF

- Work with committees to improve marketing for the Leadership FGFOA. - *done*
- Work with committees and local chapters to increase social media presence. - *in progress*
- Add “Who is your supervisor to the committee application. - *done*
- Staff to continue sending out E-Bulletin for Legislative purposes. – *in progress*
- Send out request to the membership for candidates for the legislative rapid response team. - *done*

Board

- Election process – *in progress*
- Review of Committee structure - *done*



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

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Secretary/Treasurer
Ken Burke

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Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Local Chapter Visits

Executive Summary, Explanation or Background: I have begun my goal of visiting 5 chapters this year

- i. President will provide verbal update on visits completed. Anticipated as follows:
 1. The Panhandle chapter visit was scheduled for January 19th. I gave a brief FGFOA blurb during the session
 2. The Gulf Coast chapter is scheduled for February 2, 2018, which is an all-day investment training. This will serve as my required 8-hour training for the year and I get to visit a new chapter!
- ii. I have not scheduled any other meetings at this time due to chapters' schedules not being available far enough out to schedule my travel.
- iii. I still expect to make it to Volusia and/or Space Coast, since they are relatively close to me. I just need to nail down dates.

Recommended Action: For information only

Linda S. Howard
Linda Howard, President

2/9/18
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

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Linda Howard

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Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Appointment of 2018-2019 Committee Chairs

Executive Summary, Explanation or Background:

Subject to confirmation by the Board, the President-elect appoints the individuals who will serve as the chairs of the various committees during the year in which he/she will serve as President. I asked the current chairs for their recommendations as to potential candidates to succeed themselves. I also discussed the upcoming year and what their plans for the future direction of the respective committee. Based upon these conversations, I am nominating the individuals below to serve as the Committee Chair for 2018-2019. I anticipate appointing chairs for the remaining committees at our April 13 meeting.

Recommended Action:

Approve the following appointments of 2018-2019 committee chairs:

Committee

Certification

Conference Program

Education

Member & Leadership Development

Technical Resources

Chair

Lorrie Simmons, City of Sarasota

Bryan Cahen, City of Weston

Brandy Ferris, City of F. Walton Beach

Olga Rabel, Sumter County

Linda Benoit, Pinellas County

Kent Olson

January 26, 2018

Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

President
Linda Howard

President-Elect
Kent Olson

Secretary/Treasurer
Ken Burke

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Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Strategic Planning for 2018-2019

Executive Summary, Explanation or Background:

The FGFOA's annual Strategic Planning session will be held at the Florida League of Cities office in Orlando on May 17 and May 18. We will begin our meeting with lunch on Thursday, followed by a morning session on Friday, with the goal of ending by noon. The committee chairs will be joining us for the Thursday afternoon session as well as the Friday morning session to take part in our discussions.

Recommended Action:

Informational only.

Kent Olson

Date

January 26, 2018



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF
DIRECTORS**

OFFICERS

President

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Kent Olson

Secretary/Treasurer

Ken Burke

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Jonathan McKinney

Shannon Ramsey-
Chessman

Jamie Roberson

Frank DiPaolo

Michael Gomez

Meeting Date: February 9, 2018

Executive Summary, Explanation or Background Information on Request:

Financials as of 9/30/2017

Recommended Action:

For Review

Recommended Action:

Information Only

Ken Burke

Ken Burke

February 9, 2018

Date

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Comparative Statement of Financial Position

September 30, 2017, June 30, 2017, March 31, 2017, December 31, 2016, and September 30, 2016

	30-Sep-17	30-Jun-17	31-Mar-17	31-Dec-16	30-Sep-16
ASSETS					
Current Assets:					
Cash - Capital City Bank	\$ 124,481	574,155	345,009	179,329	206,154
Investments - Vanguard	15,968	15,930	15,901	15,882	15,869
Investments - CD's	183,110	182,679	182,249	181,830	181,411
Accounts Receivable	97,248	91,523	67,285	751	13,910
Interest Receivable	129	118	103	116	74
Prepaid Expenses	474	6,354	3,321	498	78
Prepaid Conference Expenses	0	0	3,349	230	0
Prepaid School of Gov Finance Expenses	720	0	0	0	630
Deposits	5,000	0	14,450	7,000	6,500
Total Current Assets	\$ 427,130	870,759	631,667	385,636	424,626
Equipment:					
Computer Equipment	\$ 5,227	5,227	5,227	5,227	5,227
Less: Accumulated Depreciation	(4,558)	(4,526)	(4,460)	(4,394)	(4,327)
Net Equipment	\$ 669	701	767	833	900
Other Assets:					
Deposits	4,500	4,500	3,500	3,500	3,500
Prepaid	26	0	0	0	0
Total Other Assets	4,526	4,500	3,500	3,500	3,500
Total Assets	\$ 432,325	875,960	635,934	389,969	429,026
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Revenues	\$ 71,480	140	309,115	600	65,070
Accounts Payable	27,914	603,590	49,550	102,759	47,603
Total Current Liabilities	\$ 99,394	603,730	358,665	103,359	112,673
Unrestricted Net Assets	\$ 332,931	272,230	277,269	286,610	316,353
Total Liabilities and Unrestricted Net Assets	\$ 432,325	875,960	635,934	389,969	429,026

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Three Months Ended September 30, 2017

	QTR 1	QTR2	---ACTUAL---	QTR 4	YTD	---BUDGET---	---BUDGET---	---BUDGET---
	1-July-17	1-Oct-17	QTR 3	1-Apr-18	1-Jul-17	AMENDED	%	VARIANCE
	to	to	1-Jan-18	to	to	1-Jul-17	OF	YEAR
	30-Sept-17	31-Dec-17	to	30-Jun-18	30-Jun-18	to	BUDGET	TO
			31-Mar-18			30-Jun-18	SPENT	DATE
REVENUES								
Membership Dues	\$ 80,780	0	0	0	80,780	97,000	83%	(16,220)
Investment Income	480	0	0	0	480	1,500	32%	(1,020)
Annual Conference	0	0	0	0	0	542,000	0%	(542,000)
School of Governmental Finance	0	0	0	0	0	73,840	0%	(73,840)
Leadership FGFOA	0	0	0	0	0	54,000	0%	(54,000)
Seminars	0	0	0	0	0	22,000	0%	(22,000)
Boot Camps	0	0	0	0	0	39,600	0%	(39,600)
CGFO Fees	15,485	0	0	0	15,485	44,000	35%	(28,515)
Divergent Series	0	0	0	0	0	17,500	0%	(17,500)
Miscellaneous Income	0	0	0	0	0	1,000	0%	(1,000)
TOTAL REVENUES	\$ 96,745	0	0	0	96,745	892,440	11%	(795,695)
EXPENSES								
Professional Services:								
Florida League of Cities, Inc.	\$ 24,974	0	0	0	24,974	99,900	25%	74,926
Auditor Fees	0	0	0	0	0	9,500	0%	9,500
Total - Professional Services	\$ 24,974	0	0	0	24,974	109,400	23%	84,426
Meeting Expenses:								
Board of Directors	\$ 359	0	0	0	359	8,500	4%	8,141
Strategic Planning	0	0	0	0	0	3,500	0%	3,500
GFOA Conference	0	0	0	0	0	5,000	0%	5,000
GFOA Reception	0	0	0	0	0	5,000	0%	5,000
Total - Meeting Expenses	\$ 359	0	0	0	359	22,000	2%	21,641

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Three Months Ended September 30, 2017

	-----	-----	---ACTUAL---	-----	-----	---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-17	1-Oct-17	1-Jan-18	1-Apr-18	1-Jul-17	1-Jul-17	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-167	31-Dec-17	31-Mar-18	30-Jun-18	30-Jun-18	30-Jun-18	SPENT	DATE
Training/Education:								
Conference Expenses	\$ 0	0	0	0	0	539,800	0%	539,800
School of Governmental Finance	0	0	0	0	0	78,400	0%	78,400
Leadership FGFOA	0	0	0	0	0	63,500	0%	63,500
Seminars	0	0	0	0	0	24,000	0%	24,000
Boot Camps	0	0	0	0	0	33,600	0%	33,600
CGFO Expenses	0	0	0	0	0	46,000	0%	46,000
Divergent Series Expenses	0	0	0	0	0	17,500	0%	17,500
NASBA Fees	0	0	0	0	0	1,000	0%	1,000
Total - Training/Education	\$ 0	0	0	0	0	803,800	0%	803,800
Standing Committees:								
Standing Committee Meetings	0	0	0	0	0	1,000	0%	1,000
All Committee Meetings @ Conference	0	0	0	0	0	6,000	0%	6,000
Total - Standing Committees	\$ 0	0	0	0	0	7,000	0%	7,000
Communication to Members:								
Postage & Mailing	174	0	0	0	174	1,000	17%	826
Internet Homepage	0	0	0	0	0	100	0%	100
Printing & Duplicating	90	0	0	0	90	1,000	9%	910
Total - Communication to Members	\$ 264	0	0	0	264	2,100	13%	1,836

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Three Months Ended September 30, 2017

	-----	-----	---ACTUAL---	-----	-----	---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-17	1-Oct-17	1-Jan-18	1-Apr-18	1-Jul-17	1-Jul-17	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-17	31-Dec-17	31-Mar-18	30-Jun-18	30-Jun-18	30-Jun-18	SPENT	DATE
Administrative Expenses:								
Insurance Expense	\$ 3,976	0	0	0	3,976	4,200	95%	224
List Serve	1,557	0	0	0	1,557	5,000	31%	3,443
Filings & Registrations	0	0	0	0	0	100	0%	100
Staff Travel	0	0	0	0	0	3,000	0%	3,000
Miscellaneous Expense	157	0	0	0	157	6,000	3%	5,843
Credit Card and Bank Fees	4,725	0	0	0	4,725	15,000	32%	10,275
Depreciation	32	0	0	0	32	500	6%	468
Total - Administrative Expenses	\$ 10,447	0	0	0	10,447	33,800	31%	23,353
TOTAL EXPENSES	\$ 36,044	0	0	0	36,044	978,100	4%	942,056
Increase (Decrease) in Unrestricted Net Assets	\$ 60,701	0	0	0	60,701	(85,660)	-71%	146,361
Unrestricted Net Assets, Beginning of Period	\$ 272,230	332,931	332,931	332,931	272,230	272,230	100%	0
Unrestricted Net Assets, End of Period	\$ 332,931	332,931	332,931	332,931	332,931	186,570	178%	146,361

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Three Months Ended September 30, 2017

Cash Flows From Operating Activities

Receipts from Members and Associates	\$	158,610
Receipts from Exhibitors and Hotel Sites		3,269
Interest and Dividends		469
Fees Paid to Florida League of Cities		(56,424)
Payments to Vendors		<u>(555,129)</u>

Net Cash Used by Operating Activities \$ (449,205)

Cash Flows from Investing Activities

Purchase of Certificates of Deposit	\$	(431)
Proceeds from Certificates of Deposit		<u>0</u>

Net Cash Used by Investing Activities \$ (431)

Net Decrease in Cash and Cash Equivalents \$ (449,636)

Cash and Cash Equivalents-Beginning of Period \$ 590,085

Cash and Cash Equivalents-End of Period \$ 140,449

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Three Months Ended September 30, 2017

Reconciliation of Increase in Net Assets to Net Cash

Used by Operating Activities

Increase in Net Assets	\$	60,701	
Adjustments to Reconcile Increase in Net Assets to Net Cash Used by Operating Activities:			
Depreciation		32	
Increase in Accounts Receivable		(5,736)	
Decrease in Prepaid Expenses		5,134	
Increase in Deposits		(5,000)	
Decrease in Accounts Payable		(575,676)	
Increase in Deferred Revenues		<u>71,340</u>	
Net Cash Used by Operating Activities	\$		<u><u>(449,205)</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2017-18 CGFO

For the Three Months Ended to September 30, 2017

REVENUE COMPARISON

REGISTRATIONS	# of REG	2018 ACTUAL	ORIGINAL BUDGET	VARIANCE
Renewals	0	3,625	3,000	625
Application Fees	0	1,450	3,000	(1,550)
Review Courses	0	6,300	22,000	(15,700)
Exams	0	4,110	16,000	(11,890)
Total Revenues		15,485	44,000	(28,515)

EXPENSE COMPARISON

	2018 ACTUAL	ORIGINAL BUDGET	VARIANCE
Food and Beverage	0	13,000	13,000
Scantron Maintenance and Supplies	0	500	500
Printing and Mailing	0	1,000	1,000
Exam Rewrite or Update	0	30,000	30,000
Equipment Rental	0	1,500	1,500
TOTAL EXPENSES	0	46,000	46,000
NET INCOME	15,485	(2,000)	17,485

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Three Months Ended September 30, 2017

Accounts Receivable:

Greater Ft Lauderdale	25,000
Hollywood Diplomat	51,593
Miscellaneous Members	<u>20,655</u>

Incetive Funds
Conference Hotel Commission
Dues and SOGF Receivables

Total Accounts Receivable 97,248

Prepaid Expenses:

Network Solutions	26
Affinity Insurance	<u>474</u>

Domain Renewals
Event Cancellation Insurance

Total Prepaid Expenses 500

Deposits:

Current:

Hull and Associates	5,000
---------------------	-------

2018 Leadership

Non-Current:

Rosen Shingle Creek	1,000
Rosen Shingle Creek	1,000
Diplomat Hotel	1,500
PGA National	<u>1,000</u>

2020 Annual Conference
2022 Annual Conference
2019 Annual Conference
2018 School of Government Finance

Total Deposits 9,500

Accounts Payable:

Member Refunds	205
Florida Assoc of City Clerks	75
FLC	<u>27,634</u>

Cancellation and Incorrect Rate Refunds
Visa Payment Posted to FGFOA
Fees and Expenses

Total Accounts Payable 27,914

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Three Months Ended September 30, 2017

Deferred Revenues:

SOGF Registrations	<u>71,480</u>	2017 School of Governmental Finance Income
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Total Deferred Revenues	<u><u>71,480</u></u>	
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Miscellaneous Expense:

Network Solutions	52	Website Domain Expenses
Hootsuite Media	<u>105</u>	Software License

Total Miscellaneous Expense	<u><u>157</u></u>	
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Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

President
Linda Howard

President-Elect
Kent Olson

Secretary/Treasurer
Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Frank DiPaolo

Nicole Gasparri

Michael Gomez

Jonathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Meeting Date: February 9, 2018

Report by: Ken Burke

Title of Item: Fee Analysis

Executive Summary, Explanation or Background:

An annual fee analysis is conducted by the Secretary/Treasurer to determine if the fees charged for membership and training are appropriate.

Recommended Action:

Consideration of the following:

- No fee increase for Boot Camp
Current fees: Member - \$440, Associate - \$480
- Raise fees of School of Government by:
One-half week – from \$220 to \$250 (\$30 increase)
Full week – from \$360 to \$400 (\$40 increase)
- Raise fees of Conference by:
Member fee – from \$275 to \$300 (\$25 increase)
Associate Member fee – from \$335 to \$360 (\$25 increase)
Non-member fee – from \$395 to \$420 (\$25 increase)

****Information Point: We use approximately 2700 room nights for our annual conference.

Ken Burke

02/09/2018

Ken Burke

Date

FGFOA Fee Directory

Exhibit 1

Membership Dues

Active Membership	\$35	Increased in 2011
Associate Membership	35	
Retiree	35	
Student Membership	0	Reduced from \$15 2013

Annual Conference

	<u>Early Fee</u>	<u>Regular Fee</u>	
Registration Fees -			
Active Member	\$275	\$315	Increased from \$250 & \$290 in 2016
Associate Member	335	375	Increased from \$310 & \$350 in 2016
Non-Member	395	435	Increased from \$370 & \$410 in 2015
Corporate Sponsor/Exhibitor			Removed 2013 was \$225 & \$265
Spouse/Guest			Removed 2013 was \$135 & \$175
Pre-Conference Seminar -			
Active Member	\$135	\$175	Increased from \$110 and \$150 in 2016
Associate Member	175	215	Increased from \$150 and \$190 in 2016
Non-Member	210	250	Increased from \$185 and \$225 in 2016
Exhibitor Fee	\$1,500		
Ethics Seminar	\$90	100	Increased from \$65 and \$75 in 2016

SOGF

	<u>Early Fee</u>	<u>Regular Fee</u>	
Registration Fees -			
Active Member Basic	\$220	\$260	Increased from \$180 and \$220 in 2015
Associate Member Basic	285	325	Increased from \$245 and \$285 in 2015
Non-Member Basic	345	385	Increased from \$305 and \$345 in 2015
Active Member Inter./Advanced	220	250	Increased from \$110 in 2016; and \$210 in 2015
Associate Member Inter./Advanced	270	310	Increased from \$230 and \$270 in 2015
Non-Member Inter./Advanced	325	365	Increased from \$285 and \$325 in 2015
Active Member Entire Week	360	400	Increased from \$320 and \$360 in 2016
Associate Member Entire Week	445	485	Increased from \$405 and \$445 in 2015
Non-Member Entire Week	560	600	Increased form \$520 and \$560 in 2015
Ethics Course			No longer offered at the School
Active Member Beginner Boot Camp	440	540	Increased from \$340 and \$380 in August 2017
Associate Member Beginner Boot Camp	480	580	Increased from \$415 and \$455 in August 2017

Leadership FGFOA

	<u>Early Fee</u>	<u>Regular Fee</u>
Registration Fees -		
Active Member	N/A	\$2,500

CGFO Program

Application	\$50
Exam	30
Review Course/per Course	45
Renewals	40
Renewals Late	65

FGFOA Administrative Cost Allocation

				<u>FY 12</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u>	<u>FY 16</u>	<u>FY 17</u>
Standing Committees				\$ 6,288	\$ 5,979	\$ 9,110	\$ 6,538	\$ -	\$ 8,829
Professional Services				90,887	95,373	99,808	104,629	96,585	97,939
Meeting Expenses				14,350	21,649	14,653	16,206	22,032	21,847
Total				<u>\$ 111,525</u>	<u>\$ 123,001</u>	<u>\$ 123,571</u>	<u>\$ 127,373</u>	<u>\$ 118,617</u>	<u>\$ 128,615</u>
Annual Conference	2017 20%	2016 20%	Prior 20%	\$ 22,305	\$ 24,600	\$ 24,714	\$ 25,475	\$ 23,723	\$ 25,723
School of Government Finance	15%	15%	15%	16,729	18,450	18,536	19,106	17,793	19,292
CGFO	20%	25%	20%	22,305	24,600	24,714	25,475	29,654	25,723
Webinars/Seminars	5%	0%	15%	16,729	18,450	18,536	19,106	-	6,431
Pre-Conference Seminars	1%	1%						1,186	1,286
Webinars	14%	14%						16,606	18,006
Leadership FGFOA	5%	5%						5,931	6,431
Boot Camp	5%	5%						5,931	6,431
General Administration	15%	15%	30%	33,458	36,901	37,071	38,213	17,793	19,292
	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>\$ 111,526</u>	<u>\$ 123,001</u>	<u>\$ 123,571</u>	<u>\$ 127,375</u>	<u>\$ 118,617</u>	<u>\$ 128,615</u>

Membership Dues vs. Member Costs - Actuals

	<u>FY 12</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u>	<u>FY 16</u>	<u>FY 17</u>
Membership Dues	\$ 96,265	\$ 99,120	\$ 98,315	\$ 99,190	\$ 100,555	\$ 101,535
Investment Income	871	1,318	1,309	1,403	1,632	1,732
Miscellaneous Income	<u>1,485</u>	<u>1,060</u>	<u>990</u>	<u>35</u>	<u>1,168</u>	<u>92</u>
	\$98,621	101,498	100,614	100,628	103,355	103,359
Communication to Members	\$3,832	\$3,590	\$1,972	\$1,666	\$1,710	\$1,455
Administrative Expenses	25,315	34,703	30,424	29,276	33,179	33,561
Standing Committees					8,949	8,829
Annual Audit					8,875	8,975
Contributions	<u>2,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	31,147	38,293	32,396	30,942	52,713	52,820
Subtotal	<u>67,474</u>	<u>63,205</u>	<u>68,218</u>	<u>69,686</u>	<u>50,642</u>	<u>50,539</u>
Administrative Cost Allocation (General Administration)	<u>33,458</u>	<u>36,901</u>	<u>37,071</u>	<u>38,213</u>	<u>17,793</u>	<u>19,292</u>
Difference	<u>\$ 34,016</u>	<u>\$ 26,304</u>	<u>\$ 31,147</u>	<u>\$ 31,473</u>	<u>\$ 32,848</u>	<u>\$ 31,246</u>

2016-2017 Fee Analysis	2015-2016 Budget 07/01/2015 - 06/30/2016 - Revised 11/04/2015	2015-2016 Audited Actual	2016-2017 Budget 07/01/2016 - 06/30/2017 - Revised 8/26/2016	2016-2017 Actual
REVENUES				
Membership Dues	\$ 97,000	\$ 100,555	\$ 97,000	\$ 101,535
Investment Income	1,500	1,632	1,500	1,772
Annual Conference	487,300	512,358	500,000	575,485
School of Governmental Finance	69,000	84,334	67,241	64,300
Boot Camp	0	7,990	10,200	33,320
Leadership FGFOA	60,000	50,100	50,000	50,000
Pre-Conference Seminar	22,000	20,275	22,000	24,600
CGFO Fees	30,000	57,060	55,000	44,010
Divergent Series				6,475
Miscellaneous Income	1,000	1,168	1,000	92
TOTAL REVENUES	\$ 767,800	\$ 835,472	\$ 803,941	\$ 901,589
EXPENSES				
Expenses related to training/education				
Conference Expenses	\$ 484,550	\$ 444,014	\$ 490,000	\$ 509,069
School of Governmental Finance	79,537	70,921	73,087	60,000
Leadership FGFOA	50,100	59,630	49,050	58,694
Pre-Conference Seminar/FSS/NASBA Fees	24,000	19,542	24,000	23,596
Boot Camp	0	8,500	10,400	27,390
CGFO Printing & Mailing	500	0	500	0
CGFO Program Expenses	2,000	16,650	17,378	15,509
Divergent Series Expense				6,695
Total - Training Expenses	640,687	619,257	664,415	700,953
Standing Committees:				
Standing Committee Meetings	500	2,321	1,500	2,329
Membership Services Outreach (Student)	0	0	0	0
All Committee Mtgs @ Conference	6,000	6,628	6,000	6,500
Total - Standing Committees	6,500	8,949	7,500	8,829
Communication to Members				
Internet Homepage	100	0	100	0
Postage & Mailing	1,500	640	1,500	277
Printing & Duplicating	1,000	1,070	1,000	1,455
Total Communication to members	2,600	1,710	2,600	1,732
Professional Services:				
Florida League of Cities, Inc.	96,585	96,969	97,067	97,939
Auditor Fees	8,875	8,875	8,875	8,975
Total - Professional Services	105,460	105,844	105,942	106,914
Meeting Expenses:				
GFOA Reception	5,000	3,043	5,000	3,041
Board of Directors	8,500	10,380	8,500	13,173
Strategic Planning	2,750	6,297	2,750	3,273
GFOA Conference	5,000	2,312	5,000	2,360
Total Meeting Expenses	21,250	22,032	21,250	21,847
Administrative Expenses:				
Insurance Expense	4,000	4,323	4,000	4,412
List Serve - ongoing fees	5,000	2,556	5,000	3,395
Filings & Registrations	61	61	61	61
Staff Travel	3,000	1,325	3,000	2,907
Miscellaneous Expense	6,000	5,031	6,000	3,324
Depreciation	500	446	500	265
Credit Card and Bank Fees	15,000	20,412	15,000	18,697
Total - Administrative Expenses	33,561	34,154	33,561	33,061
TOTAL EXPENSES	\$ 810,058	\$ 791,946	\$ 835,268	\$ 873,336
Increase (Decrease) in Net Assets	(42,258)	43,526	(31,327)	28,253
Net Assets-Beginning of Period	200,653	200,288	244,789	243,814
Net Assets-End of Period	158,395	243,814	213,462	272,067

FGFOA Annual Conference

	2015 Hollywood (a)	2016 Orlando (a)	2017 Hollywood (a)
Revenues	\$ 498,576	\$ 504,258	\$ 575,485
Expenses (a)	458,774	435,427	509,069
Revenues less Expenses	<u>39,802</u>	<u>68,831</u>	<u>66,416</u>
Administrative Cost Allocation	25,475	23,723	25,723
Net Income (Loss)	<u>\$ 14,327</u>	<u>\$ 45,108</u>	<u>\$ 40,693</u>
No. of Participants	980 (b)	972 (b)	996 (b)
<u>Special Events Revenues ⁽¹⁾</u>			
Exhibitor Fees	\$ 160,700	\$ 166,500	\$ 184,325
Extra Tickets	3,415	4,425	1,685
Golf	<u>3,500</u>	<u>4,700</u>	<u>0</u>
	167,615	175,625	186,010
<u>Special Events Expenses ⁽¹⁾</u>			
Golf Tournament	3,652	5,609	0
Association Night	49,328	32,060	45,023
Tuesday Event	62,178	81,699	90,499
Hospitality Suite	38,380	22,645	31,447
President's Reception	8,293	10,686	12,561
Opening Ceremony			1,240
Emerging Leaders Reception			4,554
Walking Tour	<u>0</u>	<u>0</u>	<u>0</u>
	161,831	152,699	185,324
Special Events Excess (Subsidy)	<u>\$ 5,784</u>	<u>\$ 22,926</u>	<u>\$ 686</u>
Average Registration per Participant	\$ 244	\$ 267	\$ 261
Hotel Commissions, Corporate Registration, and Other Income per Participant	<u>86</u>	<u>71</u>	<u>130</u>
Total Average Revenue (Excluding Special Events)	<u>\$ 330</u>	<u>\$ 338</u>	<u>\$ 391</u>
Cost per Participant (Excluding Special Events & Administrative Cost Allocation)	\$303	\$291	\$325
Cost per Participant (Excluding Special Events)	\$329	\$315	\$351
Net Excess (Loss) Per Participant (Excluding Special Events)	1	23	40

⁽¹⁾ Amounts are included in revenues and expenses shown above

(a) excludes Boot Camp revenues and expenses

(b) Excludes 30 Boot Camp participants

FGFOA School of Governmental Finance

	FY13 2012	FY14 2013	FY15 2014	FY16 2015	FY17 2016
	Sarasota	Sarasota	Destin	Palm Beach Gardens	Fort Myers
Revenues	\$ 71,863	\$ 71,722	\$ 55,888	\$ 84,334	\$ 64,300
Expenses	57,701	61,955	74,688	70,921	60,000
Revenues Less Expenses	<u>14,162</u>	<u>9,767</u>	<u>(18,800)</u>	<u>13,413</u>	<u>4,300</u>
Administrative Cost Allocation	18,450	18,536	20,007	17,793	19,292
Net Income (Loss)	<u>\$ (4,288)</u>	<u>\$ (8,769)</u>	<u>\$ (38,807)</u>	<u>\$ (4,380)</u>	<u>\$ (14,992)</u>
No. of Participants	300	278	230	<u>259</u>	<u>234</u>
Special Event Expenses ⁽¹⁾					
Golf	\$ -	\$ -	\$ -	\$ -	\$ -
Hospitality Suite	<u>1,902</u>	<u>1,442</u>	<u>6,007</u>	<u>7,581</u>	<u>8,231</u>
	1,902	1,442	6,007	7,581	8,231
Excess (Subsidy)	<u>#####</u>	<u>#####</u>	<u>\$(6,007.0000)</u>	<u>\$(7,581.0000)</u>	<u>\$(8,231.0000)</u>
Average Registration per Participant	\$196	\$218	\$227	\$267	\$210
Hotel Commission per Participant	<u>38</u>	<u>37</u>	<u>12</u>	<u>41</u>	<u>45</u>
	\$234	\$255	\$239	\$309	\$256
Cost per Participant (Excluding Special Events & Administrative Cost Allocation)	\$ 186	\$ 218	\$ 299	\$ 245	\$ 221
Cost per Participant (Excluding Special Events)	\$ 247	\$ 284	\$ 386	\$ 313	\$ 304
Total Revenues per Participant	\$ 240	\$ 258	\$ 243	\$ 324	\$ 273
Total Cost per Participant	\$ 254	\$ 290	\$ 412	\$ 343	\$ 339
Excess/(Subsidy) Per Participant	\$ (14)	\$ (32)	\$ (169)	\$ (19)	\$ (66)

Note: FY 16 Expenses have been adjusted to move \$13,020 in Refreshment Breaks and \$1,500 for AV Costs to CGFO expenses to reflect costs associated with the Fall Review Courses.

⁽¹⁾ Amounts are included in revenues and expenses shown above

FGFOA CGFO Program

	<u>FY 12</u>		<u>FY 13</u>		<u>FY 14</u>		<u>FY 15</u>		<u>FY 16</u>		<u>FY 17</u>	
Revenues	\$	22,310	\$	27,945	\$	29,255	\$	26,510	\$	57,060	\$	44,010
Expenses ⁽¹⁾		147		2,855		2,288		2,069		16,650		15,509
Revenues less Expenses		<u>22,163</u>		<u>25,090</u>		<u>26,967</u>		<u>24,441</u>		<u>40,410</u>		<u>28,501</u>
Administrative Cost Allocation		22,305		24,600		24,714		25,475		29,654		25,723
Net Income (Loss)	\$	<u>(142)</u>	\$	<u>490</u>	\$	<u>2,253</u>	\$	<u>(1,034)</u>	\$	<u>10,756</u>	\$	<u>2,778</u>
<u>Revenue Detail</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>	<u>No.</u>	<u>Amount</u>
Applications (\$50)	48	\$ 2,400	42	\$ 2,100	50	\$ 2,500	46	\$ 2,300	65	\$ 3,250	54	\$ 2,900
Exams (\$30)	205	6,150	342	10,260	338	10,140	316	9,480	585	17,550	525	15,750
Review Courses (\$45)	176	7,920	230	10,350	231	10,395	202	9,090	363	16,340	295	13,275
Spring Webinar Courses (\$25)									496	12,400	292	7,300
Renewals (\$40)	146	5,840	126	5,235	148	6,220	141	5,640	188	7,520	63	4,785
Revenue Check		<u>\$ 22,310</u>		<u>\$ 27,945</u>		<u>\$ 29,255</u>		<u>\$ 26,510</u>		<u>\$ 57,060</u>		<u>\$ 44,010</u>

⁽¹⁾ FY 16 expenses do not include expenses for refreshment breaks, speaker gifts for review course instructors and the hospitality suite provided to CGFO Program participants by the SOGF. This item has been adjusted for AV costs of \$1,500 and \$13,020 for Refreshment Breaks incurred in FY16.

FGFOA Pre-Conference Seminars

	Orlando 2016 Actual	Hollywood 2017 Actual
Revenues	\$ 20,275	\$ 24,600
Expenses	19,092	23,596
Revenues less Expenses	1,183	1,004
Administrative Cost Allocation	1,186	1,286
Net Income (Loss)	<u>\$ (3)</u>	<u>\$ (282)</u>
No. of Participants	172	144
Average Registration per Participant	\$ 118	\$ 171
Cost per Participant	\$ 111	\$ 164
Cost per Participant including Administrative Cost Allocation	\$ 118	\$ 173
Excess/(Subsidy) Per Participant (without Administrative Costs)	\$ 7	\$ 7
Excess/(Subsidy) Per Participant (with Administrative Costs)	\$ 0	\$ (2)

Leadership FGFOA

	Orlando 2016 Actual	Orlando 2017 Actual
Revenues (includes 1 cancellation fee in 2016)	\$ 50,100	\$ 50,000
Expenses	59,630	58,694
Revenues less Expenses	(9,530)	(8,694)
Administrative Cost Allocation	5,931	5,931
Net Income (Loss)	<u>\$ (15,461)</u>	<u>\$ (14,625)</u>
No. of Participants	20	20
Average Registration per Participant	\$ 2,505	\$ 2,500
Cost per Participant	\$ 2,982	\$ 2,935
Cost per Participant including Administrative Cost Allocation	\$ 3,278	\$ 3,231
Excess/(Subsidy) Per Participant (without Administrative Costs)	\$ (477)	\$ (435)
Excess/(Subsidy) Per Participant (with Administrative Costs)	\$ (773)	\$ (731)
<u>Detailed Expenses</u>		
Hotel Fees	\$ 15,180	\$ 16,575
Refreshment Breaks	6,948	3,125
Lunch	1,338	4,543
Dinner	7,055	6,511
Audio Visual Equipment Rentals	2,991	3,677
Room Rental	1,387	0
Awards	1,544	1,204
Supplies	174	0
Printing/Duplicating	409	109
Speaker Expense	19,706	18,847
Meeting Planning Services	2,000	2,000
Staff Travel	898	2,103
Total Expenses	<u>\$ 59,630</u>	<u>\$ 58,694</u>

FGFOA Boot Camp

	FY16 2015	FY17 2017	FY17 2017	FY17 2017
	Palm Beach Gardens	Sanibel	Spring	Annual Conference
	Actual	Actual	Actual	Actual
Revenues (Registration)	\$ 7,990	\$ 11,107	\$ 11,107	\$ 11,107
Expenses	8,500	8,631	10,127	8,631
Revenues Less Expenses	(510)	2,475	979	2,475
Administrative Cost Allocation	5,931	-	-	-
Net Income (Loss)	<u>\$ (6,441)</u>	<u>\$ 2,475</u>	<u>\$ 979</u>	<u>\$ 2,475</u>
No. of Participants	30	30	30	30
Average Registration per Participant	\$ 266	\$ 370	\$ 370	\$ 370
Hotel Commission per Participant	41	41	41	41
Total Revenues per Participant	<u>\$ 308</u>	<u>\$ 411</u>	<u>\$ 411</u>	<u>\$ 411</u>
Cost per Participant (Excluding Administrative Cost Allocation)	\$ 283	\$ 288	\$ 338	\$ 288
Total Cost per Participant	\$ 481	\$ 288	\$ 338	\$ 288
Excess/(Subsidy) Per Participant (without Administrative Costs)	\$ 24	\$ 124	\$ 74	\$ 124
Excess/(Subsidy) Per Participant (with Administrative Costs)	\$ (173)	\$ 124	\$ 74	\$ 124
<u>Detailed Expenses</u>				
Speaker Fees	\$ 3,000	\$ 3,179	\$ 3,179	\$ 3,179
Audio Visual	1,500	1,208	1,208	1,208
Refreshment Breaks	4,000	3,365	3,365	3,365
Lunch	0	775	775	775
Room Rental	0	0	392	0
Staff Travel	0	0	1,104	0
Printing		103	103	103
	<u>\$ 8,500</u>	<u>\$ 8,631</u>	<u>\$ 10,127</u>	<u>\$ 8,631</u>
Registration Fees				
Active Members	\$ 265	\$ 340	\$ 340	\$ 340
Associate Members	\$ 340	\$ 415	\$ 415	\$ 415

Divergent Series - New Program FY 17

	2017 Actual
Revenues	\$ 6,475
Expenses	6,695
Revenues less Expenses	(220)
Administrative Cost Allocation	6,431
Net Income (Loss)	<u>\$ (6,651)</u>
No. of Participants	37
Average Registration per Participant	\$175
Cost per Participant	\$181
Cost per Participant including Administrative Cost Allocation	\$355
Excess/(Subsidy) Per Participant (without Administrative Costs)	(\$6)
Excess/(Subsidy) Per Participant (with Administrative Costs)	(\$180)
<u>Detailed Expenses</u>	
Refreshment Breaks	1,317
Breakfast	1,571
Lunch	1,785
Equipment Rental	1,568
Staff Travel	454
Total Expenses	<u>\$6,695</u>

Webinars

	<u>All Webinars</u>
Revenues	\$0
Expenses	<u>0</u>
Revenues less Expenses	0
Administrative Cost Allocation	18,006
Net Income (Loss)	(\$18,006)
No. of Participants	4,777
Average Registration per Participant	\$0
Cost per Participant including Administrative Cost Allocation	\$4
Excess/(Subsidy) Per Participant (with Administrative Costs)	(\$4)

**FGFOA FY 16
Fee Analysis**

Exhibit 13

Administrative Cost Allocation

Standing Committees		\$ 8,829
Professional Services		97,939
Meeting Expenses		21,847
Total		<u>\$ 128,615</u>
Annual Conference	20%	\$ 25,723
School of Governmental Finance	15%	19,292
CGFO	20%	25,723
Webinars/Seminars	5%	6,431
Pre-Conference Seminars	1%	1,286
Webinars	14%	18,006
Boot Camp	5%	6,431
Leadership FGFOA	5%	6,431
General Administration	15%	19,292
	100%	<u>\$ 128,615</u>

Membership Dues vs. Member Costs/General Administration

Membership Dues	\$ 100,555	
Investment Income	1,632	
Miscellaneous Income	<u>1,168</u>	
		103,355
Communication to Members	1,710	
Direct Administrative Expenses	33,179	
Standing Committees	8,949	
Annual Audit	8,875	
Contributions	<u>-</u>	
		52,713
SubTotal		50,642
Administrative Cost Allocation (General Administration)		<u>19,292</u>
Difference		<u>\$ 31,350</u>

	2017 Annual Conference	2017 SOGF	CGFO Program	Pre- Conference Seminars	Webinars	Boot Camp	Leadership FGFOA	Divergent Series	Totals
Revenues	\$ 575,485	\$ 64,300	\$ 44,010	\$ 24,600	\$ -	\$ 33,320	\$ 50,000	\$ 6,475	\$ 798,190
Expenses	<u>509,069</u>	<u>60,000</u>	<u>15,509</u>	<u>23,596</u>	<u>-</u>	<u>27,390</u>	<u>58,694</u>	<u>6,695</u>	<u>700,953</u>
Revenues less Expenses	66,416	4,300	28,501	1,004	-	5,930	(8,694)	(220)	97,237
Administrative Cost Allocation	25,723	19,292	25,723	1,286	18,006	6,431	6,431	6,431	109,323
Net Income (Loss)	<u>\$ 40,693</u>	<u>\$ (14,992)</u>	<u>\$ 2,778</u>	<u>\$ (282)</u>	<u>\$ (18,006)</u>	<u>\$ (501)</u>	<u>\$ (15,125)</u>	<u>\$ (6,651)</u>	<u>\$ (12,086)</u>
Special Event Revenues	\$ 186,010	\$ -							
Special Event Expenses	<u>185,324</u>	<u>8,231</u>							
Excess (Subsidy)	<u>\$ 686</u>	<u>\$ (8,231)</u>							

Note: Special Event Revenues and Expenses from the Conference are included in the Table above, and are shown here only for informational purposes.



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF
DIRECTORS**

OFFICERS

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Linda Howard

President-Elect

Kent Olson

Secretary/Treasurer

Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Nicole Gasparri

Jonathan McKinney

Shannon Ramsey-
Chessman

Jamie Roberson

Frank DiPaolo

Michael Gomez

Meeting Date: February 9, 2018

Executive Summary, Explanation or Background Information on Request:

Investment report as of December 31, 2017

FGFOA has two CDs:

Synchrony Bank CD will mature 9/4/2018 and \$79,374.04 was rolled over for 12 months at 1.40% APY.

American Commerce \$78,015.27 will mature 9/10/2018 at interest rate of .70% APY.

Vanguard

\$ 15,930.42

Beginning Balance

\$ 80.49

Earnings for Quarter

\$ 16,010.91

Ending Balance

Recommended Action:

For review

FGFOA Certificates of Deposit

As of January 9, 2018

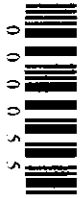
<u>Purchased</u>	<u>Account Number</u>	<u>Bank</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>APY</u>	<u>Term</u>	<u>Maturity Date</u>
09/04/17	#5004045182	Synchrony Bank	\$79,374.00	1.39%	1.40%	12 months	09/04/18
09/10/16	#210002549	American Commerce	\$78,015.27	0.70%	0.70%	18 month	09/10/18


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FLORIDA GOVERNMENT FINANCE
OFFICERS ASSOCIATION INC
C/O SCOTT HAMILTON
PO BOX 1757
TALLAHASSEE FL 32302-1757

Federal Money Mkt Fund 0033-09910172155

7-day SEC yield as of 11/30/2017* 1.07%

Date	Transaction	Amount	Share Price	Shares Transacted	Total Shares Owned	Value
	Beginning balance on 10/31/2017		\$1.00		15,981.760	\$15,981.76
11/30	Income dividend	\$13.60	1.00	13.600	15,995.360	
	Ending balance on 11/30/2017		\$1.00		15,995.360	\$15,995.36

*Average annualized income dividend over the past 7 days. For updated information, visit vanguard.com.

Beginning on January 1, 2012, new tax rules on taxable (nonretirement) mutual fund accounts (excluding money market funds) require Vanguard to track cost basis information for shares acquired and subsequently sold, on or after that date. Unless you select another method, sales of Vanguard mutual funds, but not ETFs, will default to the average cost method. For more information, visit vanguard.com/costbasis.





Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

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Frank DiPaolo

Michael Gomez

Meeting Date: February 9, 2018

Executive Summary, Explanation or Background:

Attached is the Check register from July 1, 2017 through September 30, 2017

Recommended Action:

Information Only


Paul Shamoun, Executive Director

February 5, 2018
Date

FGFOA
Check Register
Jul - Sep
2017

Date	CK #	Type	Paid To/Rcvd From	Payment	Deposit
	Balance @ Jun 30, 2017				\$ 574,155.25
	Deposits for Jul 2017				\$ 61,790.01
7/19/2017	CC Refunds	ACH	Refunds	\$ 2,035.00	
7/21/2017	3295	CK	Christie's Photography	\$ 625.00	
7/21/2017	3296	CK	Jupiter Island	\$ 65.00	
7/21/2017	3297	CK	Nature's Table	\$ 237.35	
7/21/2017	3298	CK	PNC Bank	\$ 315.00	
7/21/2017	3299	CK	Sarasota County Clerk	\$ 120.00	
7/21/2017	R00237	ACH	Hello Florida	\$ 2,635.83	
7/21/2017	R00238	ACH	City of Oakland Park	\$ 60.00	
7/21/2017	R00239	ACH	Printworks	\$ 64.50	
7/25/2017	R00239	ACH	VOID - Printworks	\$ -	\$ 64.50
7/25/2017	CC Refunds	CC	Refunds	\$ 35.00	
7/26/2017	R00238	ACH	VOID - City of Oakland Park	\$ -	\$ 60.00
7/28/2017	3300	CK	Freeman Companies	\$ 18,734.65	
7/28/2017	3301	CK	Patrick McCoy	\$ 274.82	
7/28/2017	3302	CK	Paymentus	\$ 1,950.00	
BANK FEES	SVC000000530	SVC	Bank Fees	\$ 2,357.18	
	Deposits for August2017				\$ 32,159.68
8/2/2017	CC Refunds	CC	Refunds	\$ 490.00	
8/3/2017	3305	CK	FICPA	\$ 10,100.58	
8/11/2017	3306	CK	GASB	\$ 648.76	
8/11/2017	R00240	ACH	Hull & Associates	\$ 5,000.00	
8/11/2017	R00241	ACH	City of Oakland Park	\$ 60.00	
8/11/2017	R00242	ACH	Printworks	\$ 64.50	
8/23/2017	CC Refunds	CC	Refunds	\$ 145.00	
8/25/2017	3307	CK	Brevard County CCC	\$ 340.00	
8/25/2017	3308	CK	City of Jacksonville	\$ 235.00	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 1,845.78	
	Deposits for Sep 2017				\$68,320.00
9/8/2017	3309	CK	Lynda Dennis	\$ 2,976.15	
9/15/2017	R00243	ACH	L-Soft International	\$ 587.90	
9/22/2017	R00244	ACH	FLC	\$ 137,435.90	
9/22/2017	R00245	ACH	FLC	\$ 421,972.41	
9/22/2017	R00246	ACH	City of Port Orange	\$ 135.00	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 522.37	
				\$ 612,068.68	\$ 736,549.44
	Balance @09/30/2017			\$ 124,480.76	

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Florida Government Finance Office
DETAILED TRIAL BALANCE FOR 2018
General Ledger

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Ranges: From: To:
Date 7/1/2017 9/30/2017
Account First Last

Sorted By: Revenue Center Subtotal By: No Subtotals
Include: Posting, Unit, Inactive

^ Inactive Account

Account			Beginning Balance		Description		Reference	
Trx Date	Jrnl No.	Source Doc	Document	Name	Debit	Credit	Ending Balance	
-1120-				Cash - Operating - CCB				
				\$574,155.25				
7/3/2017	67,409	IMIS			\$80.00		AB14206	
7/4/2017	67,410	IMIS			\$40.00		AB14212	
7/5/2017	67,411	IMIS			\$115.00		AB14213	
7/6/2017	67,412	IMIS			\$195.00		AB14261	
7/6/2017	67,413	IMIS			\$35.00		170706FGFOA_SW	
7/6/2017	67,479	GJ			\$0.01		Credit Card Test	
7/7/2017	67,407	IMIS			\$230.00		AB14319	
7/10/2017	67,416	IMIS			\$40.00		AB14340	
7/10/2017	67,417	IMIS			\$40.00		AB14339	
7/11/2017	67,418	IMIS			\$215.00		AB14371	
7/12/2017	67,415	IMIS			\$245.00		170712FGFOA_CC	
7/12/2017	67,419	IMIS			\$11,220.00		AB14492	
7/13/2017	67,421	IMIS			\$1,505.00		170713FGFOA_CC	
7/13/2017	67,422	IMIS			\$70.00		170713FGFOA_KP	
7/13/2017	67,423	IMIS			\$4,690.00		AB14523	
7/13/2017	67,424	IMIS			\$210.00		AB14522	
7/14/2017	67,425	IMIS			\$2,615.00		AB14583	
7/14/2017	67,427	IMIS			\$420.00		170714FGFOA_CC	
7/14/2017	67,430	IMIS			\$140.00		AB14580	
7/15/2017	67,426	IMIS			\$105.00		AB14602	
7/15/2017	67,429	IMIS			\$70.00		AB14604	
7/16/2017	67,428	IMIS			\$70.00		AB14611	
7/16/2017	67,453	IMIS			\$35.00		AB14612	
7/17/2017	67,431	IMIS			\$2,265.00		AB14618	
7/17/2017	67,432	IMIS			\$280.00		170717FGFOA_CC	
7/18/2017	67,434	IMIS			\$385.00		170718FGFOA_CC	
7/18/2017	67,435	IMIS			\$2,185.00		AB14673	
7/18/2017	67,436	IMIS			\$70.00		AB14672	
7/18/2017	67,463	IMIS			\$4,725.00		170718FGFOA_CK2	
7/18/2017	67,464	IMIS			\$415.00		170718FGFOA_CK	
7/19/2017	67,437	IMIS			\$1,520.00		AB14710	
7/19/2017	67,438	IMIS			\$40.00		AB14709	
7/19/2017	67,439	IMIS			\$140.00		170719FGFOA_CC	
7/19/2017	67,440	IMIS				\$2,035.00	20170719CCCR	
7/19/2017	67,465	IMIS			\$295.00		170719FGFOA_CK2	
7/19/2017	67,466	IMIS			\$3,465.00		170719FGFOA_CK	
7/20/2017	67,442	IMIS			\$1,125.00		AB14739	
7/20/2017	67,443	IMIS			\$35.00		AB14738	
7/21/2017	67,373	PMCHK	003295	Christie's Photograph		\$625.00	Computer Checks	
7/21/2017	67,374	PMCHK	003296	Jupiter Island		\$65.00	Computer Checks	
7/21/2017	67,375	PMCHK	003297	Nature's Table		\$237.35	Computer Checks	
7/21/2017	67,376	PMCHK	003298	PNC Bank		\$315.00	Computer Checks	
7/21/2017	67,377	PMCHK	003299	Sarasota County Clerk		\$120.00	Computer Checks	
7/21/2017	67,378	PMCHK	R00237	Hello Florida		\$2,635.83	Computer Checks	
7/21/2017	67,379	PMCHK	R00238	Oakland Park, City of		\$60.00	Computer Checks	
7/21/2017	67,380	PMCHK	R00239	PrintWorks		\$64.50	Computer Checks	
7/21/2017	67,444	IMIS			\$1,070.00		AB14769	
7/21/2017	67,446	IMIS			\$770.00		170721FGFOA_CC	
7/21/2017	67,447	IMIS			\$35.00		AB14768	
7/22/2017	67,445	IMIS			\$70.00		AB14789	
7/22/2017	67,448	IMIS			\$145.00		AB14791	

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Florida Government Finance Office
 DETAILED TRIAL BALANCE FOR 2018
 General Ledger

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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
7/23/2017	67,449	IMIS	\$40.00		AB14792
7/24/2017	67,441	IMIS	\$105.00		170724FGFOA_CC
7/24/2017	67,450	IMIS	\$1,200.00		AB14794
7/24/2017	67,451	IMIS	\$35.00		AB14793
7/25/2017	67,454	IMIS	\$895.00		AB14845
7/25/2017	67,467	IMIS	\$8,610.00		170725FGFOA_CK
7/25/2017	67,468	IMIS	\$840.00		170725FGFOA_CC
7/25/2017	67,477	PMVPY R00239 PrintWorks	\$64.50		Void Historical Trx
7/25/2017	67,488	IMIS		\$35.00	170725FGFOA_CC
7/26/2017	67,455	IMIS	\$930.00		AB14866
7/26/2017	67,456	IMIS	\$80.00		AB14865
7/26/2017	67,457	IMIS	\$1,160.00		170726FGFOA_CC
7/26/2017	67,472	PMVPY R00238 Oakland Park, City of	\$60.00		Void Historical Trx
7/27/2017	67,459	IMIS	\$855.00		AB14885
7/27/2017	67,460	IMIS	\$40.00		AB14884
7/28/2017	67,391	PMCHK 003300 Freeman Companies		\$18,734.65	Computer Checks
7/28/2017	67,392	PMCHK 003301 Patrick McCoy		\$274.82	Computer Checks
7/28/2017	67,393	PMCHK 003302 Paymentus		\$1,950.00	Computer Checks
7/28/2017	67,461	IMIS	\$35.00		AB14901
7/28/2017	67,469	IMIS	\$720.00		AB14904
7/28/2017	67,473	IMIS	\$3,185.00		170728FGFOA_CK
7/28/2017	67,474	IMIS	\$385.00		170728FGFOA_CC
7/29/2017	67,470	IMIS	\$35.00		AB14915
7/30/2017	67,462	IMIS	\$40.00		AB14920
7/31/2017	67,458	IMIS	\$245.00		170731FGFOA_CC
7/31/2017	67,475	IMIS	\$760.00		AB14922
7/31/2017	67,476	IMIS	\$75.00		AB14921
7/31/2017	67,478	CMADJ	\$100.00		Sandro Svrldin Credit Back C
7/31/2017	67,489	CMADJ SVC0000Reconciliation Adjust		\$2,337.22	Reconcile Adjustments Entry
7/31/2017	67,491	CMADJ SVC0000Reconciliation Adjust		\$10.00	Reconcile Adjustments Entry
7/31/2017	67,492	CMADJ SVC0000Reconciliation Adjust		\$9.96	Reconcile Adjustments Entry
8/1/2017	67,536	IMIS	\$455.00		AB14941
8/1/2017	67,537	IMIS	\$35.00		AB14940
8/1/2017	67,581	IMIS	\$8,085.00		170801FGFOA_CK
8/2/2017	67,538	IMIS	\$495.00		AB14983
8/2/2017	67,539	IMIS	\$35.00		AB14982
8/2/2017	67,540	IMIS	\$805.00		170802FGFOA_CC
8/2/2017	67,590	GJ		\$490.00	20170802CCREF
8/3/2017	67,401	PMCHK 003305 FICPA		\$10,100.58	Computer Checks
8/3/2017	67,541	IMIS	\$455.00		AB15009
8/4/2017	67,543	IMIS	\$245.00		AB15020
8/4/2017	67,544	IMIS	\$245.00		170804FGFOA_CC
8/7/2017	67,545	IMIS	\$945.00		170807FGFOA_CC
8/7/2017	67,546	IMIS	\$455.00		AB15024
8/8/2017	67,547	IMIS	\$315.00		AB15045
8/8/2017	67,548	IMIS	\$1,650.00		170808FGFOA_CC
8/8/2017	67,582	IMIS	\$1,295.00		170808FGFOA_CK
8/8/2017	67,583	IMIS	\$2,450.00		170808FGFOA_CK2
8/9/2017	67,549	IMIS	\$280.00		AB15063
8/9/2017	67,552	IMIS	\$210.00		170809FGFOA_CC
8/10/2017	67,550	IMIS	\$210.00		AB15090
8/10/2017	67,551	IMIS	\$35.00		AB15089
8/11/2017	67,484	PMCHK 003306 Governmental Acct Sta		\$648.76	Computer Checks
8/11/2017	67,485	PMCHK R00240 Hull & Associates		\$5,000.00	Computer Checks
8/11/2017	67,486	PMCHK R00241 Oakland Park, City of		\$60.00	Computer Checks
8/11/2017	67,487	PMCHK R00242 PrintWorks		\$64.50	Computer Checks
8/11/2017	67,560	IMIS	\$250.00		AB15102
8/12/2017	67,561	IMIS	\$35.00		AB15124
8/14/2017	67,562	IMIS	\$385.00		AB15125
8/15/2017	67,563	IMIS	\$490.00		AB15134
8/15/2017	67,564	IMIS	\$35.00		AB15133
8/16/2017	67,565	IMIS	\$280.00		AB15141

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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
8/16/2017	67,566	IMIS	\$40.00		AB15137
8/17/2017	67,567	IMIS	\$245.00		AB15143
8/17/2017	67,568	IMIS	\$50.00		170817FGFOA_MB
8/18/2017	67,569	IMIS	\$75.00		AB15144
8/21/2017	67,570	IMIS	\$175.00		AB15148
8/21/2017	67,584	IMIS	\$1,795.00		170821FGFOA_CK
8/22/2017	67,501	IMIS	\$1,650.00		170809FGFOA_KP
8/22/2017	67,571	IMIS	\$210.00		AB15152
8/22/2017	67,585	IMIS	\$805.00		170822FGFOA_CK2
8/22/2017	67,586	IMIS	\$590.00		170822FGFOA_CK
8/22/2017	67,592	IMIS		\$50.00	170822FGFOA_CK
8/23/2017	67,572	IMIS	\$140.00		AB15157
8/23/2017	67,591	GJ		\$145.00	20170823CCREF
8/24/2017	67,573	IMIS	\$280.00		AB15167
8/25/2017	67,512	PMCHK 003307 Brevard Co. CCC		\$340.00	Computer Checks
8/25/2017	67,513	PMCHK 003308 Jacksonville, City of		\$235.00	Computer Checks
8/25/2017	67,574	IMIS	\$175.00		AB15177
8/25/2017	67,578	SJ SALES00Florida League of Cit	\$919.68		FLC - ACH Dep
8/28/2017	67,575	IMIS	\$210.00		AB15191
8/29/2017	67,525	SJ SALES00Fl Institute of CPA's	\$600.00		Reimb Wireless Internet
8/29/2017	67,576	IMIS	\$105.00		AB15220
8/29/2017	67,587	IMIS	\$1,255.00		170829FGFOA_CK2
8/29/2017	67,588	IMIS	\$2,295.00		170829FGFOA_CK
8/29/2017	67,589	IMIS	\$100.00		170829FGFOA_CK3
8/30/2017	67,577	IMIS	\$140.00		AB15240
8/31/2017	67,579	IMIS	\$70.00		AB15263
8/31/2017	67,580	IMIS	\$110.00		AB15262
8/31/2017	67,595	CMADJ SVC0000Reconciliation Adjust		\$1,817.00	Reconcile Adjustments Entry
8/31/2017	67,596	CMADJ SVC0000Reconciliation Adjust		\$10.00	Reconcile Adjustments Entry
8/31/2017	67,597	CMADJ SVC0000Reconciliation Adjust		\$18.78	Reconcile Adjustments Entry
9/1/2017	67,605	IMIS	\$210.00		AB15266
9/3/2017	67,609	IMIS	\$35.00		AB15274
9/4/2017	67,607	IMIS	\$35.00		AB15275
9/5/2017	67,606	IMIS	\$35.00		AB15277
9/5/2017	67,608	IMIS	\$50.00		170905FGFOA_CC
9/6/2017	67,610	IMIS	\$35.00		AB15279
9/7/2017	67,604	IMIS	\$70.00		AB15292
9/7/2017	67,611	IMIS	\$135.00		170907FGFOA_CC
9/8/2017	67,534	PMCHK 003309 Dennis, Lynda M.		\$2,976.15	Computer Checks
9/13/2017	67,614	IMIS	\$35.00		AB15308
9/14/2017	67,615	IMIS	\$110.00		AB15313
9/14/2017	67,616	IMIS	\$40.00		170914FGFOA_CC
9/15/2017	67,558	PMCHK R00243 L-Soft International,		\$587.90	Computer Checks
9/15/2017	67,617	IMIS	\$70.00		AB15340
9/16/2017	67,618	IMIS	\$35.00		AB15347
9/18/2017	67,619	IMIS	\$7,565.00		AB15349
9/18/2017	67,620	IMIS	\$430.00		170918FGFOA_CC
9/18/2017	67,646	IMIS	\$1,485.00		170918FGFOA_CK
9/18/2017	67,647	IMIS	\$450.00		170921FGFOA_CK
9/19/2017	67,621	IMIS	\$580.00		170919FGFOA_CC
9/19/2017	67,622	IMIS	\$6,310.00		AB15410
9/20/2017	67,624	IMIS	\$4,345.00		AB15561
9/21/2017	67,625	IMIS	\$6,120.00		AB15660
9/22/2017	67,601	PMCHK R00244 Florida League of Cit		\$137,435.90	Computer Checks
9/22/2017	67,602	PMCHK R00245 Florida League of Cit		\$421,972.41	Computer Checks
9/22/2017	67,603	PMCHK R00246 City of Port Orange		\$135.00	Computer Checks
9/22/2017	67,626	IMIS	\$220.00		170922FGFOA_CC
9/22/2017	67,629	IMIS	\$4,995.00		AB15735
9/24/2017	67,631	IMIS	\$720.00		AB15797
9/25/2017	67,632	IMIS	\$2,865.00		AB15802
9/25/2017	67,633	IMIS	\$970.00		170925FGFOA_CC
9/25/2017	67,652	IMIS	\$3,240.00		170925FGFOA_CK

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
9/25/2017	67,653	IMIS	\$150.00		170925FGFOA_CK2
9/26/2017	67,636	IMIS	\$2,345.00		AB15861
9/26/2017	67,637	IMIS	\$485.00		AB15860
9/26/2017	67,638	IMIS	\$140.00		170926FGFOA_CC
9/27/2017	67,634	IMIS	\$1,345.00		170927FGFOA_CC
9/27/2017	67,635	IMIS	\$13,135.00		AB15918
9/28/2017	67,613	IMIS	\$255.00		170928FGFOA_CC
9/28/2017	67,639	IMIS	\$2,710.00		AB16063
9/28/2017	67,640	IMIS	\$30.00		AB16047
9/29/2017	67,643	IMIS	\$1,990.00		170929FGFOA_CC
9/29/2017	67,645	IMIS	\$4,545.00		AB16117
9/30/2017	67,654	CMADJ		\$501.53	Reconcile Adjustments Entry
9/30/2017	67,655	CMADJ		\$10.00	Reconcile Adjustments Entry
9/30/2017	67,656	CMADJ		\$10.00	Reconcile Adjustments Entry
9/30/2017	67,657	CMADJ		\$0.84	Reconcile Adjustments Entry
Totals:			\$162,444.19	\$612,118.68	\$124,480.76
-1180- Investments					
		\$182,679.08			
7/31/2017	67,664	GJ	\$140.41		je#07-02 CD Investment Inc
8/31/2017	67,703	GJ	\$145.22		CD Investment Income
9/30/2017	67,777	GJ	\$145.33		CD Investment Interest
Totals:			\$430.96	\$0.00	\$183,110.04
-1185- Investments-Vanguard					
		\$15,930.42			
7/31/2017	67,663	GJ	\$12.23		je#07-01 Vanguard Dividend I
8/31/2017	67,702	GJ	\$12.82		Record Vanguard Dividend
9/30/2017	67,780	GJ	\$12.88		Vanguard Income Dividend
Totals:			\$37.93	\$0.00	\$15,968.35
-1200- Accounts Receivables					
		\$78,212.58			
7/1/2017	67,493	GJ		\$150.83	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$19.14	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$215.56	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$18.60	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$9.92	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$412.35	To Accrue Conf Master Bill
7/1/2017	67,493	GJ		\$93.28	To Accrue Conf Master Bill
7/31/2017	67,478	CMADJ		\$100.00	Sandro Svrclin Credit Back C
8/25/2017	67,578	SJ		\$919.68	FLC - ACH Dep
8/29/2017	67,525	SJ		\$600.00	Reimb Wireless Internet
8/31/2017	67,701	GJ	\$919.68		A/P FLC -paid to FGFOA twice
Totals:			\$919.68	\$2,539.36	\$76,592.90
-1215- Interest Receivable					
		\$117.64			
7/1/2017	67,498	GJ		\$117.64	je#06-04 CD Interest Accrual
7/31/2017	67,665	GJ	\$113.40		je#07-03 Accrued Inv Income
8/1/2017	67,665	GJ		\$113.40	je#07-03 Accrued Inv Income
8/31/2017	67,704	GJ	\$114.69		CD Investment Income Accrual
9/1/2017	67,704	GJ		\$114.69	CD Investment Income Accrual
9/30/2017	67,779	GJ	\$128.75		CD Investment Accrual
Totals:			\$356.84	\$345.73	\$128.75

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Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
-1250-			A/R - IMIS		
		\$11,660.00			
7/1/2017	67,523	IMIS	\$315.00		20170630FGFOACCR
7/1/2017	67,523	IMIS	\$60.00		20170630FGFOACCR
7/1/2017	67,523	IMIS	\$865.00		20170630FGFOACCR
7/1/2017	67,715	GGJ	\$1,650.00		20170630 Exh Bth Income Addi
7/6/2017	67,412	IMIS	\$80.00		AB14261
7/6/2017	67,413	IMIS		\$60.00	170706FGFOA_SW
7/10/2017	67,416	IMIS	\$40.00		AB14340
7/11/2017	67,414	IMIS		\$865.00	170411FGFOA_MB
7/13/2017	67,421	IMIS		\$490.00	170713FGFOA_CC
7/13/2017	67,421	IMIS	\$490.00		170713FGFOA_CC
7/17/2017	67,433	IMIS		\$315.00	170717FGFOA_SW
7/18/2017	67,463	IMIS		\$4,725.00	170718FGFOA_CK2
7/18/2017	67,464	IMIS		\$240.00	170718FGFOA_CK
7/18/2017	67,464	IMIS	\$100.00		170718FGFOA_CK
7/18/2017	67,464	IMIS		\$100.00	170718FGFOA_CK
7/19/2017	67,439	IMIS	\$40.00		170719FGFOA_CC
7/19/2017	67,465	IMIS	\$50.00		170719FGFOA_CK2
7/19/2017	67,465	IMIS		\$50.00	170719FGFOA_CK2
7/20/2017	67,442	IMIS	\$40.00		AB14739
7/21/2017	67,446	IMIS		\$595.00	170721FGFOA_CC
7/21/2017	67,446	IMIS	\$595.00		170721FGFOA_CC
7/25/2017	67,468	IMIS		\$735.00	170725FGFOA_CC
7/25/2017	67,468	IMIS	\$735.00		170725FGFOA_CC
7/26/2017	67,457	IMIS		\$40.00	170726FGFOA_CC
7/26/2017	67,471	IMIS		\$40.00	170726FGFOA_MB
7/31/2017	67,458	IMIS		\$245.00	170731FGFOA_CC
7/31/2017	67,458	IMIS	\$245.00		170731FGFOA_CC
8/2/2017	67,540	IMIS		\$665.00	170802FGFOA_CC
8/2/2017	67,540	IMIS	\$665.00		170802FGFOA_CC
8/7/2017	67,545	IMIS		\$945.00	170807FGFOA_CC
8/7/2017	67,545	IMIS	\$945.00		170807FGFOA_CC
8/8/2017	67,548	IMIS		\$1,650.00	170808FGFOA_CC
8/21/2017	67,584	IMIS		\$395.00	170821FGFOA_CK
8/21/2017	67,584	IMIS	\$50.00		170821FGFOA_CK
8/22/2017	67,501	IMIS		\$1,650.00	170809FGFOA_KP
8/22/2017	67,586	IMIS	\$40.00		170822FGFOA_CK
8/22/2017	67,586	IMIS	\$400.00		170822FGFOA_CK
8/22/2017	67,586	IMIS		\$490.00	170822FGFOA_CK
8/29/2017	67,587	IMIS		\$135.00	170829FGFOA_CK2
8/29/2017	67,588	IMIS		\$2,255.00	170829FGFOA_CK
8/29/2017	67,588	IMIS		\$40.00	170829FGFOA_CK
8/29/2017	67,589	IMIS	\$100.00		170829FGFOA_CK3
8/29/2017	67,589	IMIS		\$100.00	170829FGFOA_CK3
8/31/2017	67,699	IMIS	\$135.00		20170831FGFOA
9/5/2017	67,608	IMIS	\$50.00		170905FGFOA_CC
9/5/2017	67,608	IMIS		\$50.00	170905FGFOA_CC
9/7/2017	67,611	IMIS		\$65.00	170907FGFOA_CC
9/7/2017	67,612	IMIS	\$65.00		170907FGFOA_SW
9/14/2017	67,616	IMIS	\$40.00		170914FGFOA_CC
9/14/2017	67,616	IMIS		\$40.00	170914FGFOA_CC
9/18/2017	67,619	IMIS	\$4,950.00		AB15349
9/18/2017	67,620	IMIS	\$1,330.00		170918FGFOA_CC
9/18/2017	67,620	IMIS		\$360.00	170918FGFOA_CC
9/18/2017	67,646	IMIS		\$400.00	170918FGFOA_CK
9/18/2017	67,647	IMIS	\$450.00		170921FGFOA_CK
9/18/2017	67,647	IMIS		\$450.00	170921FGFOA_CK
9/19/2017	67,621	IMIS		\$510.00	170919FGFOA_CC
9/19/2017	67,621	IMIS		\$510.00	170919FGFOA_CC
9/19/2017	67,621	IMIS	\$510.00		170919FGFOA_CC
9/19/2017	67,622	IMIS	\$490.01		AB15410

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
9/19/2017	67,623	IMIS	\$510.00		AB15409
9/19/2017	67,648	IMIS		\$360.00	170919SOGF_KP
9/20/2017	67,624	IMIS	\$360.00		AB15561
9/21/2017	67,625	IMIS	\$220.00		AB15660
9/21/2017	67,649	IMIS	\$30.00		170921FGFOA_KP
9/22/2017	67,626	IMIS		\$150.00	170922FGFOA_CC
9/22/2017	67,627	IMIS		\$375.00	170922FGFOA_KP
9/22/2017	67,628	IMIS	\$375.00		170922FGFOA_MB
9/22/2017	67,629	IMIS	\$1,035.00		AB15735
9/23/2017	67,630	IMIS	\$360.00		AB15796
9/25/2017	67,632	IMIS	\$380.00		AB15802
9/25/2017	67,633	IMIS	\$720.00		170925FGFOA_CC
9/25/2017	67,633	IMIS		\$900.00	170925FGFOA_CC
9/25/2017	67,652	IMIS	\$940.00		170925FGFOA_CK
9/25/2017	67,652	IMIS		\$3,170.00	170925FGFOA_CK
9/25/2017	67,653	IMIS	\$100.00		170925FGFOA_CK2
9/25/2017	67,653	IMIS		\$100.00	170925FGFOA_CK2
9/26/2017	67,636	IMIS	\$1,630.00		AB15861
9/27/2017	67,634	IMIS	\$360.00		170927FGFOA_CC
9/27/2017	67,634	IMIS		\$1,240.00	170927FGFOA_CC
9/27/2017	67,635	IMIS	\$3,695.00		AB15918
9/27/2017	67,650	IMIS	\$880.00		170927FGFOA_MB
9/27/2017	67,651	IMIS		\$260.00	170927FGFOA_SW
9/28/2017	67,613	IMIS	\$3,760.00		170928FGFOA_CC
9/28/2017	67,613	IMIS		\$220.00	170928FGFOA_CC
9/28/2017	67,639	IMIS	\$1,780.00		AB16063
9/28/2017	67,641	IMIS		\$360.00	170928FGFOA_MB
9/29/2017	67,643	IMIS	\$1,970.00		170929FGFOA_CC
9/29/2017	67,643	IMIS		\$1,780.00	170929FGFOA_CC
9/29/2017	67,643	IMIS	\$460.00		170929FGFOA_CC
9/29/2017	67,644	IMIS		\$360.00	170929FGFOA_MB
9/29/2017	67,645	IMIS	\$2,390.00		AB16117
		Totals:	\$37,480.01	\$28,485.00	\$20,655.01
-1280-		Prepaid Expenses			
		\$6,328.35			
7/31/2017	67,666	GJ		\$5,854.57	je#07-04 Reclass prepaids
		Totals:	\$0.00	\$5,854.57	\$473.78
-1282-		Prepaid Expenses - SOGF			
		\$0.00			
9/30/2017	67,794	GJ	\$720.35		To Rec Inc and Exp to Cor Pr
		Totals:	\$720.35	\$0.00	\$720.35
-1285-		Prepaid Non Current			
		\$25.82			
No transactions for this account		Totals:	\$0.00	\$0.00	\$25.82
-1290-		Deposits - Current			
		\$0.00			
7/1/2017	67,386	GJ	\$500.00		Amex Accruals
7/1/2017	67,493	GJ	\$1,500.00		To Accrue Conf Master Bill
7/14/2017	67,358	GJ		\$500.00	July 14 2017 Concur AMEX
8/9/2017	67,483	PMTRX	\$5,000.00		Leadership Speaker 2018
8/30/2017	67,528	GJ		\$1,500.00	August 30 2017 Concur Visa

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
Totals:			\$7,000.00	\$2,000.00	\$5,000.00
-1295-		Deposits Non-Current			
		\$4,500.00			
No transactions for this account Totals:			\$0.00	\$0.00	\$4,500.00
-1350-		Equipment			
		\$5,226.86			
No transactions for this account Totals:			\$0.00	\$0.00	\$5,226.86
-1450-		Acc Depreciation - Equipment			
		(\$4,526.24)			
9/30/2017	67,781GJ			\$31.85	Record Equipment Depreciatio
Totals:			\$0.00	\$31.85	(\$4,558.09)
-2006-		A/P - Overpayment IMIS			
		(\$2,310.00)			
7/1/2017	67,674GJ			\$995.00	To Record Refunds
7/11/2017	67,659IMIS			\$40.00	20170411FGFOA_MB
7/19/2017	67,440IMIS		\$2,035.00		20170719CCR
8/2/2017	67,590GJ		\$490.00		20170802CCREF
8/22/2017	67,586IMIS			\$100.00	170822FGFOA_CK
8/22/2017	67,770IMIS		\$100.00		170822FGFOA_AR
8/23/2017	67,510PMTRX	1707191Jacksonville, City of	\$235.00		Conf Refund - Desiree Weston
8/23/2017	67,511PMTRX	1707191Brevard Co. CCC	\$340.00		Conf Refund - Paul Anderson
8/23/2017	67,591GJ		\$145.00		20170823CCREF
8/23/2017	67,681GJ			\$105.00	20170823CCREF
8/31/2017	67,699IMIS			\$135.00	20170831FGFOA
9/20/2017	67,600PMTRX	1709061City of Port Orange	\$135.00		Refund Chapter dues
9/25/2017	67,653IMIS			\$50.00	170925FGFOA_CK2
9/25/2017	67,778IMIS		\$50.00		170925FGFOA_AR
Totals:			\$3,530.00	\$1,425.00	(\$205.00)
-2020-		Accounts Payable			
		(\$462,287.63)			
7/1/2017	67,493GJ		\$422,892.09		To Accrue Conf Master Bill
7/21/2017	67,373PMCHK	003295 Christie's Photograph	\$625.00		Computer Checks
7/21/2017	67,374PMCHK	003296 Jupiter Island	\$65.00		Computer Checks
7/21/2017	67,375PMCHK	003297 Nature's Table	\$237.35		Computer Checks
7/21/2017	67,376PMCHK	003298 PNC Bank	\$315.00		Computer Checks
7/21/2017	67,377PMCHK	003299 Sarasota County Clerk	\$120.00		Computer Checks
7/21/2017	67,378PMCHK	R00237 Hello Florida	\$2,635.83		Computer Checks
7/21/2017	67,379PMCHK	R00238 Oakland Park, City of	\$60.00		Computer Checks
7/21/2017	67,380PMCHK	R00239 PrintWorks	\$64.50		Computer Checks
7/25/2017	67,477PMVPY	R00239 PrintWorks		\$64.50	Void Historical Trx
7/26/2017	67,472PMVPY	R00238 Oakland Park, City of		\$60.00	Void Historical Trx
7/28/2017	67,391PMCHK	003300 Freeman Companies	\$18,734.65		Computer Checks
7/28/2017	67,392PMCHK	003301 Patrick McCoy	\$274.82		Computer Checks
7/28/2017	67,393PMCHK	003302 Paymentus	\$1,950.00		Computer Checks
8/3/2017	67,401PMCHK	003305 FICPA	\$10,100.58		Computer Checks
8/9/2017	67,483PMTRX	1708021Hull & Associates		\$5,000.00	Leadership Speaker 2018
8/11/2017	67,484PMCHK	003306 Governmental Acct Sta	\$648.76		Computer Checks
8/11/2017	67,485PMCHK	R00240 Hull & Associates	\$5,000.00		Computer Checks
8/11/2017	67,486PMCHK	R00241 Oakland Park, City of	\$60.00		Computer Checks
8/11/2017	67,487PMCHK	R00242 PrintWorks	\$64.50		Computer Checks

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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
8/23/2017	67,510PMTRX	1707191Jacksonville, City of		\$235.00	Conf Refund - Desiree Weston
8/23/2017	67,511PMTRX	1707191Brevard Co. CCC		\$340.00	Conf Refund - Paul Anderson
8/25/2017	67,512PMCHK	003307 Brevard Co. CCC	\$340.00		Computer Checks
8/25/2017	67,513PMCHK	003308 Jacksonville, City of	\$235.00		Computer Checks
8/31/2017	67,556PMTRX	614040 Florida League of Cit		\$90.35	P/D Aug 2017
8/31/2017	67,580IMIS			\$75.00	AB15262
8/31/2017	67,718GJ		\$90.35		Correct Account Coding
9/8/2017	67,534PMCHK	003309 Dennis, Lynda M.	\$2,976.15		Computer Checks
9/15/2017	67,558PMCHK	R00243 L-Soft International,	\$587.90		Computer Checks
9/20/2017	67,600PMTRX	1709061City of Port Orange		\$135.00	Refund Chapter dues
9/22/2017	67,603PMCHK	R00246 City of Port Orange	\$135.00		Computer Checks
Totals:			\$468,212.48	\$5,999.85	(\$75.00)
-2021-					
		Accounts Payable - FLC			
		(\$118,353.81)			
7/1/2017	67,533GJ		\$35.25		je#06-21 M. Bennett/AVIS Tol
7/1/2017	67,723GJ		\$34.30		Adj Fund Bal for Toll dup en
7/6/2017	67,252GJ			\$280.68	July 6 2017 Concur Emp OOP
7/7/2017	67,249GJ			\$2,954.62	July 07 2017 Concur Visa
7/7/2017	67,250GJ			\$25.00	Employee Transactions
7/10/2017	67,251GJ			\$193.91	7/10 Employee Transactions
7/11/2017	67,309GJ			\$75.00	July 11 2017 Concur Emp OOP
7/11/2017	67,317GJ			\$15.30	July 11 2017 Concur Visa
7/12/2017	67,326GJ			\$686.91	July 12 2017 Concur Visa
7/12/2017	67,356GJ			\$310.00	07/12/17 Employee Transactio
7/14/2017	67,358GJ			\$10,530.62	July 14 2017 Concur AMEX
7/14/2017	67,359GJ			\$45.00	July 14 2017 Concur Emp OOP
7/17/2017	67,357GJ			\$111.55	07/17/17 Employee Transactio
7/18/2017	67,360GJ			\$7.50	7/18 Employee Transactions
7/18/2017	67,361GJ			\$20.44	7/18 concur visa
7/20/2017	67,382GJ			\$211.43	07/20/17 Employee Transactio
7/24/2017	67,383GJ			\$32.25	July 24 2017 Concur Emp OOP
7/24/2017	67,384GJ			\$42.38	July 24 2017 Concur Visa
7/27/2017	67,394GJ			\$834.41	July 27 2017 Concur AMEX
7/31/2017	67,395GJ			\$2,424.77	July 31 2017 Concur Visa
7/31/2017	67,452GJ			\$841.89	July 2017 Avis Activity
7/31/2017	67,482PMTRX	609423 Florida League of Cit		\$8.51	P/M Jul 2017
7/31/2017	67,672PMTRX	U627000Florida League of Cit	\$492.02		M. Bennett Rental - AVIS
7/31/2017	67,672PMTRX	U627000Florida League of Cit		\$492.02	M. Bennett Rental - AVIS
8/30/2017	67,528GJ			\$421,972.41	August 30 2017 Concur Visa
8/31/2017	67,542GJ			\$69.55	August Avis Trans
8/31/2017	67,557PMTRX	6EE88C0Florida League of Cit	\$421,972.41		Cof Hotel Bill
8/31/2017	67,557PMTRX	6EE88C0Florida League of Cit		\$421,972.41	Cof Hotel Bill
8/31/2017	67,701GJ			\$919.68	A/P FLC -paid to FGFOA twice
8/31/2017	67,718GJ			\$90.35	Correct Account Coding
9/18/2017	67,598GJ			\$358.92	September 18 2017 Concur Vis
9/20/2017	67,599PMTRX	FE186A0Florida League of Cit	\$358.92		Board Meeting
9/20/2017	67,599PMTRX	FE186A0Florida League of Cit		\$358.92	Board Meeting
9/22/2017	67,601PMCHK	R00244 Florida League of Cit	\$137,435.90		Computer Checks
9/22/2017	67,602PMCHK	R00245 Florida League of Cit	\$421,972.41		Computer Checks
9/30/2017	67,658GJ			\$121.35	Ribbons/Badge Holders
9/30/2017	67,671PMTRX	0817718Florida League of Cit	\$599.00		KITAPPS
9/30/2017	67,671PMTRX	0817718Florida League of Cit		\$599.00	KITAPPS
9/30/2017	67,759PMTRX	7384 Florida League of Cit		\$24,974.50	1st Qtr Admin Fees
Totals:			\$982,900.21	\$891,581.28	(\$27,034.88)
-2023-					
		Accounts Payable-Concur Accruals			
		(\$19,151.64)			
7/1/2017	67,385GJ		\$6,038.47		Visa Accruals
7/1/2017	67,386GJ		\$11,522.63		Amex Accruals

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
7/1/2017	67,387GJ		\$1,292.32		OOP Accruals
7/1/2017	67,514GJ		\$298.22		je#06-11 Correct Accrued Ent
9/30/2017	67,714GJ			\$599.00	To accrue Visa Items
		Totals:	\$19,151.64	\$599.00	(\$599.00)
-2090-		Deferred Income			
		(\$140.00)			
7/31/2017	67,667GJ		\$140.00		Je#07-05 Reclass Member Dues
		Totals:	\$140.00	\$0.00	\$0.00
-2092-		Deferred Income - SOGF			
		\$0.00			
9/30/2017	67,794GJ			\$58,200.00	To Rec Inc and Exp to Cor Pr
9/30/2017	67,795GJ			\$13,280.00	To Reclass Inc to Cor Prd
		Totals:	\$0.00	\$71,480.00	(\$71,480.00)
-2140-		Net Assets			
		(\$272,066.68)			
7/1/2017	67,673GJ		\$526.32		To Record Exp for Conf
7/1/2017	67,674GJ		\$995.00		To Record Refunds
7/1/2017	67,715GJ			\$1,650.00	20170630 Exh Bth Income Addi
7/1/2017	67,723GJ			\$34.30	Adj Fund Bal for Toll dup en
		Totals:	\$1,521.32	\$1,684.30	(\$272,229.66)
-3030-		Membership Dues			
		\$0.00			
7/5/2017	67,411IMIS			\$35.00	AB14213
7/6/2017	67,412IMIS			\$35.00	AB14261
7/6/2017	67,413IMIS			\$35.00	170706FGFOA_SW
7/7/2017	67,407IMIS			\$70.00	AB14319
7/11/2017	67,418IMIS			\$175.00	AB14371
7/12/2017	67,415IMIS			\$245.00	170712FGFOA_CC
7/12/2017	67,419IMIS			\$11,060.00	AB14492
7/13/2017	67,421IMIS			\$1,505.00	170713FGFOA_CC
7/13/2017	67,422IMIS			\$70.00	170713FGFOA_KP
7/13/2017	67,423IMIS			\$4,410.00	AB14523
7/13/2017	67,424IMIS			\$210.00	AB14522
7/14/2017	67,425IMIS			\$2,415.00	AB14583
7/14/2017	67,427IMIS			\$420.00	170714FGFOA_CC
7/14/2017	67,430IMIS			\$140.00	AB14580
7/15/2017	67,426IMIS			\$105.00	AB14602
7/15/2017	67,429IMIS			\$70.00	AB14604
7/16/2017	67,428IMIS			\$70.00	AB14611
7/16/2017	67,453IMIS			\$35.00	AB14612
7/17/2017	67,431IMIS			\$2,065.00	AB14618
7/17/2017	67,432IMIS			\$280.00	170717FGFOA_CC
7/18/2017	67,434IMIS			\$385.00	170718FGFOA_CC
7/18/2017	67,435IMIS			\$2,065.00	AB14673
7/18/2017	67,436IMIS			\$70.00	AB14672
7/18/2017	67,464IMIS			\$35.00	170718FGFOA_CK
7/19/2017	67,437IMIS			\$1,400.00	AB14710
7/19/2017	67,439IMIS			\$140.00	170719FGFOA_CC
7/19/2017	67,465IMIS			\$245.00	170719FGFOA_CK2
7/19/2017	67,466IMIS			\$3,465.00	170719FGFOA_CK
7/20/2017	67,442IMIS			\$1,085.00	AB14739
7/20/2017	67,443IMIS			\$35.00	AB14738
7/21/2017	67,444IMIS			\$910.00	AB14769
7/21/2017	67,446IMIS			\$770.00	170721FGFOA_CC

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Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
7/21/2017	67,447	IMIS		\$35.00	AB14768
7/22/2017	67,445	IMIS		\$70.00	AB14789
7/22/2017	67,448	IMIS		\$105.00	AB14791
7/24/2017	67,441	IMIS		\$105.00	170724FGFOA_CC
7/24/2017	67,450	IMIS		\$1,120.00	AB14794
7/24/2017	67,451	IMIS		\$35.00	AB14793
7/25/2017	67,454	IMIS		\$735.00	AB14845
7/25/2017	67,467	IMIS		\$8,610.00	170725FGFOA_CK
7/25/2017	67,468	IMIS		\$840.00	170725FGFOA_CC
7/25/2017	67,488	IMIS	\$35.00		170725FGFOA_CC
7/26/2017	67,455	IMIS		\$770.00	AB14866
7/26/2017	67,457	IMIS		\$1,085.00	170726FGFOA_CC
7/26/2017	67,457	IMIS		\$35.00	170726FGFOA_CC
7/27/2017	67,459	IMIS		\$735.00	AB14885
7/28/2017	67,461	IMIS		\$35.00	AB14901
7/28/2017	67,469	IMIS		\$560.00	AB14904
7/28/2017	67,473	IMIS		\$3,185.00	170728FGFOA_CK
7/28/2017	67,474	IMIS		\$385.00	170728FGFOA_CC
7/29/2017	67,470	IMIS		\$35.00	AB14915
7/31/2017	67,458	IMIS		\$245.00	170731FGFOA_CC
7/31/2017	67,475	IMIS		\$560.00	AB14922
7/31/2017	67,476	IMIS		\$35.00	AB14921
7/31/2017	67,667	GJ		\$140.00	Je#07-05 Reclass Member Dues
8/1/2017	67,536	IMIS		\$455.00	AB14941
8/1/2017	67,537	IMIS		\$35.00	AB14940
8/1/2017	67,581	IMIS		\$8,085.00	170801FGFOA_CK
8/2/2017	67,538	IMIS		\$455.00	AB14983
8/2/2017	67,539	IMIS		\$35.00	AB14982
8/2/2017	67,540	IMIS		\$805.00	170802FGFOA_CC
8/3/2017	67,541	IMIS		\$455.00	AB15009
8/4/2017	67,543	IMIS		\$245.00	AB15020
8/4/2017	67,544	IMIS		\$245.00	170804FGFOA_CC
8/7/2017	67,545	IMIS		\$945.00	170807FGFOA_CC
8/7/2017	67,546	IMIS		\$455.00	AB15024
8/8/2017	67,547	IMIS		\$315.00	AB15045
8/8/2017	67,582	IMIS		\$1,295.00	170808FGFOA_CK
8/8/2017	67,583	IMIS		\$2,450.00	170808FGFOA_CK2
8/9/2017	67,549	IMIS		\$280.00	AB15063
8/9/2017	67,552	IMIS		\$210.00	170809FGFOA_CC
8/10/2017	67,550	IMIS		\$210.00	AB15090
8/10/2017	67,551	IMIS		\$35.00	AB15089
8/11/2017	67,560	IMIS		\$210.00	AB15102
8/12/2017	67,561	IMIS		\$35.00	AB15124
8/14/2017	67,562	IMIS		\$385.00	AB15125
8/15/2017	67,563	IMIS		\$490.00	AB15134
8/15/2017	67,564	IMIS		\$35.00	AB15133
8/16/2017	67,565	IMIS		\$280.00	AB15141
8/17/2017	67,567	IMIS		\$245.00	AB15143
8/18/2017	67,569	IMIS		\$35.00	AB15144
8/21/2017	67,570	IMIS		\$175.00	AB15148
8/21/2017	67,584	IMIS		\$1,400.00	170821FGFOA_CK
8/22/2017	67,571	IMIS		\$210.00	AB15152
8/22/2017	67,585	IMIS		\$805.00	170822FGFOA_CK2
8/23/2017	67,572	IMIS		\$140.00	AB15157
8/23/2017	67,681	GJ	\$105.00		20170823CCREF
8/24/2017	67,573	IMIS		\$280.00	AB15167
8/25/2017	67,574	IMIS		\$175.00	AB15177
8/28/2017	67,575	IMIS		\$210.00	AB15191
8/29/2017	67,576	IMIS		\$105.00	AB15220
8/29/2017	67,587	IMIS		\$1,120.00	170829FGFOA_CK2
8/30/2017	67,577	IMIS		\$140.00	AB15240
8/31/2017	67,579	IMIS		\$70.00	AB15263

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
8/31/2017	67,580	IMIS		\$35.00	AB15262
9/1/2017	67,605	IMIS		\$210.00	AB15266
9/3/2017	67,609	IMIS		\$35.00	AB15274
9/4/2017	67,607	IMIS		\$35.00	AB15275
9/5/2017	67,606	IMIS		\$35.00	AB15277
9/6/2017	67,610	IMIS		\$35.00	AB15279
9/7/2017	67,604	IMIS		\$70.00	AB15292
9/7/2017	67,611	IMIS		\$70.00	170907FGFOA_CC
9/13/2017	67,614	IMIS		\$35.00	AB15308
9/14/2017	67,615	IMIS		\$70.00	AB15313
9/15/2017	67,617	IMIS		\$70.00	AB15340
9/16/2017	67,618	IMIS		\$35.00	AB15347
9/18/2017	67,619	IMIS		\$140.00	AB15349
9/18/2017	67,620	IMIS		\$70.00	170918FGFOA_CC
9/18/2017	67,646	IMIS		\$1,085.00	170918FGFOA_CK
9/19/2017	67,621	IMIS		\$70.00	170919FGFOA_CC
9/19/2017	67,622	IMIS		\$105.00	AB15410
9/20/2017	67,624	IMIS		\$35.00	AB15561
9/21/2017	67,625	IMIS		\$350.00	AB15660
9/22/2017	67,626	IMIS		\$70.00	170922FGFOA_CC
9/22/2017	67,629	IMIS		\$35.00	AB15735
9/25/2017	67,632	IMIS		\$70.00	AB15802
9/25/2017	67,633	IMIS		\$70.00	170925FGFOA_CC
9/25/2017	67,652	IMIS		\$70.00	170925FGFOA_CK
9/26/2017	67,636	IMIS		\$70.00	AB15861
9/26/2017	67,638	IMIS		\$140.00	170926FGFOA_CC
9/27/2017	67,634	IMIS		\$105.00	170927FGFOA_CC
9/27/2017	67,635	IMIS		\$105.00	AB15918
9/28/2017	67,613	IMIS		\$35.00	170928FGFOA_CC
9/28/2017	67,639	IMIS		\$140.00	AB16063
9/29/2017	67,643	IMIS		\$210.00	170929FGFOA_CC
9/29/2017	67,645	IMIS		\$140.00	AB16117
Totals:			\$140.00	\$80,920.00	(\$80,780.00)
-3060-			Investment Income		
			\$0.00		
7/1/2017	67,498	GJ	\$117.64		je#06-04 CD Interest Accrual
7/31/2017	67,663	GJ		\$12.23	je#07-01 Vanguard Dividend I
7/31/2017	67,664	GJ		\$140.41	je#07-02 CD Investment Inc
7/31/2017	67,665	GJ		\$113.40	je#07-03 Accrued Inv Income
8/1/2017	67,665	GJ	\$113.40		je#07-03 Accrued Inv Income
8/31/2017	67,702	GJ		\$12.82	Record Vanguard Dividend
8/31/2017	67,703	GJ		\$145.22	CD Investment Income
8/31/2017	67,704	GJ		\$114.69	CD Investment Income Accrual
9/1/2017	67,704	GJ	\$114.69		CD Investment Income Accrual
9/30/2017	67,777	GJ		\$145.33	CD Investment Interest
9/30/2017	67,779	GJ		\$128.75	CD Investment Accrual
9/30/2017	67,780	GJ		\$12.88	Vanguard Income Dividend
Totals:			\$345.73	\$825.73	(\$480.00)
-3160-			SOGF Revenues RU		
			\$0.00		
7/19/2017	67,465	IMIS		\$50.00	170719FGFOA_CK2
7/31/2017	67,669	GJ	\$50.00		je#07-07 Correct Acct Postin
Totals:			\$50.00	\$50.00	\$0.00
-3163-			CGFO - Renewal Fee		
			\$0.00		
7/3/2017	67,409	IMIS		\$80.00	AB14206

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7/4/2017	67,410	IMIS		\$40.00	AB14212
7/5/2017	67,411	IMIS		\$80.00	AB14213
7/6/2017	67,412	IMIS		\$240.00	AB14261
7/7/2017	67,407	IMIS		\$160.00	AB14319
7/10/2017	67,416	IMIS		\$80.00	AB14340
7/10/2017	67,417	IMIS		\$40.00	AB14339
7/11/2017	67,418	IMIS		\$40.00	AB14371
7/12/2017	67,419	IMIS		\$160.00	AB14492
7/13/2017	67,423	IMIS		\$280.00	AB14523
7/14/2017	67,425	IMIS		\$200.00	AB14583
7/17/2017	67,431	IMIS		\$200.00	AB14618
7/18/2017	67,435	IMIS		\$120.00	AB14673
7/19/2017	67,437	IMIS		\$120.00	AB14710
7/19/2017	67,438	IMIS		\$40.00	AB14709
7/20/2017	67,442	IMIS		\$80.00	AB14739
7/21/2017	67,444	IMIS		\$160.00	AB14769
7/22/2017	67,448	IMIS		\$40.00	AB14791
7/23/2017	67,449	IMIS		\$40.00	AB14792
7/24/2017	67,450	IMIS		\$80.00	AB14794
7/25/2017	67,454	IMIS		\$160.00	AB14845
7/26/2017	67,455	IMIS		\$160.00	AB14866
7/26/2017	67,456	IMIS		\$80.00	AB14865
7/26/2017	67,471	IMIS	\$40.00		170726FGFOA_MB
7/27/2017	67,459	IMIS		\$120.00	AB14885
7/27/2017	67,460	IMIS		\$40.00	AB14884
7/28/2017	67,469	IMIS		\$160.00	AB14904
7/30/2017	67,462	IMIS		\$40.00	AB14920
7/31/2017	67,475	IMIS		\$200.00	AB14922
7/31/2017	67,476	IMIS		\$40.00	AB14921
7/31/2017	67,668	GJ	\$3,240.00		je#07-06 R/C to Correct Acct
8/16/2017	67,566	IMIS		\$40.00	AB15137
8/31/2017	67,700	GJ	\$40.00		Reclass CGFO Renewal fee
		Totals:	\$3,320.00	\$3,320.00	\$0.00
-3175-		Pre-Conference Seminar			
		\$0.00			
7/1/2017	67,523	IMIS		\$210.00	20170630FGFOACCR
7/11/2017	67,414	IMIS	\$210.00		170411FGFOA_MB
		Totals:	\$210.00	\$210.00	\$0.00
-3300-		Miscellaneous Income			
		\$0.00			
7/6/2017	67,479	GJ		\$0.01	Credit Card Test
9/30/2017	67,782	GJ		\$0.01	Credit test charge to misc e
		Totals:	\$0.00	\$0.02	(\$0.02)
-6010-		Florida League of Cities, Inc.			
		\$0.00			
9/30/2017	67,759	PMTRX 7384 Florida League of Cit	\$24,974.50		1st Qtr Admin Fees
		Totals:	\$24,974.50	\$0.00	\$24,974.50
-6090-		Depreciation - Equipment			
		\$0.00			
9/30/2017	67,781	GJ	\$31.85		Record Equipment Depreciatio
		Totals:	\$31.85	\$0.00	\$31.85

Account	Beginning Balance	Description	Reference
Trx Date Jrnl No. Source Doc DocumentName	Debit	Credit	Ending Balance
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-6130-		Insurance Expense	
	\$0.00		
7/31/2017 67,666GJ	\$3,976.14		je#07-04 Reclass prepaids
	-----	-----	-----
Totals:	\$3,976.14	\$0.00	\$3,976.14
<hr/>			
-6140-		Miscellaneous Expense	
	\$0.00		
7/1/2017 67,385GJ		\$224.70	Visa Accruals
7/12/2017 67,326GJ	606283 Visa	\$224.70	July 12 2017 Concur Visa
7/31/2017 67,666GJ		\$156.93	je#07-04 Reclass prepaids
	-----	-----	-----
Totals:	\$381.63	\$224.70	\$156.93
<hr/>			
-6145-		Bank and Credit Card Fees	
	\$0.00		
7/31/2017 67,489CMADJ	SVC0000Reconciliation Adjust	\$2,337.22	Reconcile Adjustments Entry
7/31/2017 67,491CMADJ	SVC0000Reconciliation Adjust	\$10.00	Reconcile Adjustments Entry
7/31/2017 67,492CMADJ	SVC0000Reconciliation Adjust	\$9.96	Reconcile Adjustments Entry
8/31/2017 67,595CMADJ	SVC0000Reconciliation Adjust	\$1,817.00	Reconcile Adjustments Entry
8/31/2017 67,596CMADJ	SVC0000Reconciliation Adjust	\$10.00	Reconcile Adjustments Entry
8/31/2017 67,597CMADJ	SVC0000Reconciliation Adjust	\$18.78	Reconcile Adjustments Entry
9/30/2017 67,654CMADJ	SVC0000Reconciliation Adjust	\$501.53	Reconcile Adjustments Entry
9/30/2017 67,655CMADJ	SVC0000Reconciliation Adjust	\$10.00	Reconcile Adjustments Entry
9/30/2017 67,656CMADJ	SVC0000Reconciliation Adjust	\$10.00	Reconcile Adjustments Entry
9/30/2017 67,657CMADJ	SVC0000Reconciliation Adjust	\$0.84	Reconcile Adjustments Entry
	-----	-----	-----
Totals:	\$4,725.33	\$0.00	\$4,725.33
<hr/>			
-6161-		Board of Directors	
	\$0.00		
7/1/2017 67,386GJ		\$1,756.76	Amex Accruals
7/1/2017 67,493GJ		\$3,606.72	To Accrue Conf Master Bill
7/14/2017 67,358GJ		\$275.00	July 14 2017 Concur AMEX
7/14/2017 67,358GJ		\$1,481.76	July 14 2017 Concur AMEX
8/30/2017 67,528GJ	613627 Visa	\$3,606.72	August 30 2017 Concur Visa
9/18/2017 67,598GJ	615815 Visa	\$73.69	September 18 2017 Concur Visa
9/18/2017 67,598GJ	615815 Visa	\$225.53	September 18 2017 Concur Visa
9/18/2017 67,598GJ	615815 Visa	\$59.70	September 18 2017 Concur Visa
	-----	-----	-----
Totals:	\$5,722.40	\$5,363.48	\$358.92
<hr/>			
-6164-		Standing Committee Meetings	
	\$0.00		
7/1/2017 67,386GJ		\$1,711.19	Amex Accruals
7/14/2017 67,358GJ		\$1,808.94	July 14 2017 Concur AMEX
7/27/2017 67,394GJ		\$97.75	July 27 2017 Concur AMEX
	-----	-----	-----
Totals:	\$1,808.94	\$1,808.94	\$0.00
<hr/>			
-6165-		List Serve Expense	
	\$0.00		
7/31/2017 67,666GJ		\$1,556.50	je#07-04 Reclass prepaids
	-----	-----	-----
Totals:	\$1,556.50	\$0.00	\$1,556.50
<hr/>			
-6220-		Postage & Mailing	
	\$0.00		
7/31/2017 67,482PMTRX	609423 Florida League of Cit	\$8.51	P/M Jul 2017
7/31/2017 67,666GJ		\$165.00	je#07-04 Reclass prepaids

Account	Beginning Balance	Description	Reference
Trx Date Jrnl No. Source Doc DocumentName	Debit	Credit	Ending Balance
	-----	-----	-----
Totals:	\$173.51	\$0.00	\$173.51
-6230-			
		Printing & Duplicating	
	\$0.00		
8/31/2017 67,556PMTRX 614040 Florida League of Cit	\$90.35		P/D Aug 2017
	-----	-----	-----
Totals:	\$90.35	\$0.00	\$90.35
-6364-			
		Staff Travel	
	\$0.00		
7/1/2017 67,386GJ		\$1,865.02	Amex Accruals
7/1/2017 67,514GJ	\$157.60		je#06-11 Correct Accrued Ent
7/14/2017 67,358GJ	\$775.26		July 14 2017 Concur AMEX
7/27/2017 67,394GJ	\$1,089.76		July 27 2017 Concur AMEX
7/27/2017 67,394GJ		\$157.60	July 27 2017 Concur AMEX
	-----	-----	-----
Totals:	\$2,022.62	\$2,022.62	\$0.00
-6690-			
		All Committees Mtg @ Conf	
	\$0.00		
7/1/2017 67,493GJ		\$6,499.71	To Accrue Conf Master Bill
8/30/2017 67,528GJ 613627 Visa	\$6,499.71		August 30 2017 Concur Visa
	-----	-----	-----
Totals:	\$6,499.71	\$6,499.71	\$0.00
-6765-			
		Pre-Conference Expenses	
	\$0.00		
7/1/2017 67,493GJ		\$14,110.08	To Accrue Conf Master Bill
7/1/2017 67,493GJ		\$11,577.89	To Accrue Conf Master Bill
7/1/2017 67,493GJ	\$2,092.33		To Accrue Conf Master Bill
8/30/2017 67,528GJ 613627 Visa	\$23,595.64		August 30 2017 Concur Visa
	-----	-----	-----
Totals:	\$25,687.97	\$25,687.97	\$0.00
2-3140-			
		Conference Member Reg.	
	\$0.00		
7/1/2017 67,523IMIS	\$275.00		20170630FGFOACCR
7/11/2017 67,414IMIS		\$275.00	170411FGFOA_MB
	-----	-----	-----
Totals:	\$275.00	\$275.00	\$0.00
2-3141-			
		Conference Member Late Reg.	
	\$0.00		
7/1/2017 67,523IMIS		\$315.00	20170630FGFOACCR
7/17/2017 67,433IMIS	\$315.00		170717FGFOA_SW
	-----	-----	-----
Totals:	\$315.00	\$315.00	\$0.00
2-3144-			
		Conference Non-Member Reg.	
	\$0.00		
7/1/2017 67,523IMIS		\$790.00	20170630FGFOACCR
7/11/2017 67,414IMIS	\$790.00		170411FGFOA_MB
	-----	-----	-----
Totals:	\$790.00	\$790.00	\$0.00
2-3151-			
		Conference Cancellation Fee	
	\$0.00		
7/1/2017 67,523IMIS	\$40.00		20170630FGFOACCR
7/11/2017 67,414IMIS		\$40.00	170411FGFOA_MB
7/11/2017 67,659IMIS	\$40.00		20170411FGFOA_MB
7/19/2017 67,439IMIS		\$40.00	170719FGFOA_CC

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
		Totals:	\$80.00	\$80.00	\$0.00
2-3152-		Conference Hotel Room Credits			
		\$0.00			
7/1/2017	67,493GJ		\$11,707.17		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa		\$11,707.17	August 30 2017 Concur Visa
		Totals:	\$11,707.17	\$11,707.17	\$0.00
2-3163-		Conference Extra Tuesday Event Ticket			
		\$0.00			
7/1/2017	67,523IMIS			\$50.00	20170630FGFOACCR
7/11/2017	67,414IMIS		\$50.00		170411FGFOA_MB
		Totals:	\$50.00	\$50.00	\$0.00
2-3164-		Conference Extra Tuesday Event Late Ticket			
		\$0.00			
7/1/2017	67,523IMIS			\$60.00	20170630FGFOACCR
7/6/2017	67,413IMIS		\$60.00		170706FGFOA_SW
		Totals:	\$60.00	\$60.00	\$0.00
2-3170-		Conference Ethics Course Income			
		\$0.00			
7/1/2017	67,523IMIS			\$130.00	20170630FGFOACCR
7/11/2017	67,414IMIS		\$130.00		170411FGFOA_MB
		Totals:	\$130.00	\$130.00	\$0.00
2-6060-		Refreshment Breaks - Conference			
		\$0.00			
7/1/2017	67,493GJ			\$130,707.70	To Accrue Conf Master Bill
7/1/2017	67,493GJ			\$425.00	To Accrue Conf Master Bill
7/1/2017	67,493GJ			\$466.61	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$10,646.39		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$120,952.92		August 30 2017 Concur Visa
		Totals:	\$131,599.31	\$131,599.31	\$0.00
2-6159-		Business Luncheon - Conference			
		\$0.00			
7/1/2017	67,493GJ			\$51,225.45	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$4,172.41		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$47,053.04		August 30 2017 Concur Visa
		Totals:	\$51,225.45	\$51,225.45	\$0.00
2-6170-		Ethics Course Expenses			
		\$0.00			
7/1/2017	67,493GJ			\$600.00	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$600.00		August 30 2017 Concur Visa
		Totals:	\$600.00	\$600.00	\$0.00
2-6200-		Other Expenses - Conference			
		\$0.00			
7/1/2017	67,385GJ			\$2,430.15	Visa Accruals
7/1/2017	67,386GJ			\$156.43	Amex Accruals
7/1/2017	67,387GJ			\$90.86	OOP Accruals
7/10/2017	67,251GJ		\$90.86		7/10 Employee Transactions

Account	Beginning Balance	Description	Reference
Trx Date Jrnl No. Source Doc DocumentName	Debit	Credit	Ending Balance
7/12/2017 67,326GJ	606283 Visa	\$5.38	July 12 2017 Concur Visa
7/14/2017 67,358GJ		\$156.43	July 14 2017 Concur AMEX
7/31/2017 67,395GJ	608628 Visa	\$2,424.77	July 31 2017 Concur Visa
	Totals:	\$2,677.44	\$2,677.44
2-6219-			
	\$0.00		Operating Supplies - Conference
7/1/2017 67,385GJ		\$42.38	Visa Accruals
7/1/2017 67,386GJ		\$58.24	Amex Accruals
7/14/2017 67,358GJ		\$31.25	July 14 2017 Concur AMEX
7/14/2017 67,358GJ		\$8.00	July 14 2017 Concur AMEX
7/14/2017 67,358GJ		\$34.99	July 14 2017 Concur AMEX
7/24/2017 67,384GJ	607692 Visa	\$24.37	July 24 2017 Concur Visa
7/24/2017 67,384GJ	607692 Visa	\$18.01	July 24 2017 Concur Visa
	Totals:	\$108.62	\$108.62
2-6220-			
	\$0.00		Postage & Mailing - Conference
7/1/2017 67,387GJ		\$10.00	OOP Accruals
7/1/2017 67,493GJ		\$150.00	To Accrue Conf Master Bill
7/20/2017 67,382GJ		\$10.00	07/20/17 Employee Transactio
8/30/2017 67,528GJ	613627 Visa	\$150.00	August 30 2017 Concur Visa
	Totals:	\$160.00	\$160.00
2-6230-			
	\$0.00		Printing & Duplicating - Conference
7/1/2017 67,385GJ		\$2,574.63	Visa Accruals
7/1/2017 67,493GJ		\$65.39	To Accrue Conf Master Bill
7/7/2017 67,249GJ	605239 Visa	\$2,574.63	July 07 2017 Concur Visa
8/30/2017 67,528GJ	613627 Visa	\$65.39	August 30 2017 Concur Visa
	Totals:	\$2,640.02	\$2,640.02
2-6260-			
	\$0.00		Speaker - Conference
7/1/2017 67,493GJ		\$1,325.34	To Accrue Conf Master Bill
8/30/2017 67,528GJ	613627 Visa	\$1,325.34	August 30 2017 Concur Visa
	Totals:	\$1,325.34	\$1,325.34
2-6270-			
	\$0.00		Hospitality Suite - Conference
7/1/2017 67,493GJ		\$28,080.28	To Accrue Conf Master Bill
7/1/2017 67,493GJ		\$2,287.19	To Accrue Conf Master Bill
8/30/2017 67,528GJ	613627 Visa	\$25,793.09	August 30 2017 Concur Visa
	Totals:	\$28,080.28	\$28,080.28
2-6300-			
	\$0.00		President's Reception - Conference
7/1/2017 67,386GJ		\$355.22	Amex Accruals
7/1/2017 67,387GJ		\$280.68	OOP Accruals
7/1/2017 67,493GJ		\$11,643.06	To Accrue Conf Master Bill
7/1/2017 67,493GJ		\$948.35	To Accrue Conf Master Bill
7/6/2017 67,252GJ		\$33.17	July 6 2017 Concur Emp OOP
7/6/2017 67,252GJ		\$247.51	July 6 2017 Concur Emp OOP
7/14/2017 67,358GJ		\$355.22	July 14 2017 Concur AMEX
8/30/2017 67,528GJ	613627 Visa	\$10,694.71	August 30 2017 Concur Visa

Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
		Totals:	\$12,278.96	\$12,278.96	\$0.00
2-6305-		Emergin Leaders Reception - Conference			
		\$0.00			
7/1/2017	67,493GJ			\$5,066.82	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$412.70		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$4,654.12		August 30 2017 Concur Visa
		Totals:	\$5,066.82	\$5,066.82	\$0.00
2-6310-		Association Night - Conference			
		\$0.00			
7/1/2017	67,493GJ			\$49,015.51	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$3,992.41		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$45,023.10		August 30 2017 Concur Visa
		Totals:	\$49,015.51	\$49,015.51	\$0.00
2-6320-		Tuesday Night Event - Conference			
		\$0.00			
7/1/2017	67,386GJ			\$731.19	Amex Accruals
7/1/2017	67,493GJ			\$87,596.41	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$7,134.89		To Accrue Conf Master Bill
7/14/2017	67,358GJ		\$731.19		July 14 2017 Concur AMEX
8/30/2017	67,528GJ	613627 Visa	\$80,461.52		August 30 2017 Concur Visa
		Totals:	\$88,327.60	\$88,327.60	\$0.00
2-6350-		Security - Conference			
		\$0.00			
7/1/2017	67,493GJ			\$4,270.30	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$4,270.30		August 30 2017 Concur Visa
		Totals:	\$4,270.30	\$4,270.30	\$0.00
2-6360-		Exhibitor Decorator Svc- Conference			
		\$0.00			
7/1/2017	67,493GJ			\$1,911.28	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$1,911.28		August 30 2017 Concur Visa
		Totals:	\$1,911.28	\$1,911.28	\$0.00
2-6364-		Staff Travel - Conference			
		\$0.00			
7/1/2017	67,385GJ			\$766.61	Visa Accruals
7/1/2017	67,386GJ			\$986.76	Amex Accruals
7/1/2017	67,387GJ			\$152.25	OOP Accruals
7/1/2017	67,387GJ			\$758.53	OOP Accruals
7/1/2017	67,493GJ			\$8,509.39	To Accrue Conf Master Bill
7/1/2017	67,514GJ			\$105.95	je#06-11 Correct Accrued Ent
7/1/2017	67,514GJ			\$349.87	je#06-11 Correct Accrued Ent
7/1/2017	67,533GJ			\$35.25	je#06-21 M. Bennett/AVIS Tol
7/1/2017	67,673GJ			\$526.32	To Record Exp for Conf
7/7/2017	67,249GJ	605239 Visa	\$203.96		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$27.89		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$37.22		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$7.27		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$33.17		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$9.69		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$9.66		July 07 2017 Concur Visa
7/7/2017	67,249GJ	605239 Visa	\$10.04		July 07 2017 Concur Visa

Account		Beginning Balance	Description	Reference		
Trx Date	Jrnl No.	Source Doc	DocumentName	Debit	Credit	Ending Balance
7/7/2017	67,249GJ		605239 Visa	\$34.78		July 07 2017 Concur Visa
7/7/2017	67,249GJ		605239 Visa	\$6.31		July 07 2017 Concur Visa
7/7/2017	67,250GJ			\$25.00		Employee Transactions
7/10/2017	67,251GJ			\$86.51		7/10 Employee Transactions
7/10/2017	67,251GJ			\$5.73		7/10 Employee Transactions
7/10/2017	67,251GJ			\$1.06		7/10 Employee Transactions
7/10/2017	67,251GJ			\$9.75		7/10 Employee Transactions
7/11/2017	67,309GJ			\$75.00		July 11 2017 Concur Emp OOP
7/11/2017	67,317GJ		605929 Visa	\$6.07		July 11 2017 Concur Visa
7/11/2017	67,317GJ		605929 Visa	\$9.23		July 11 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$40.00		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$66.10		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$42.20		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$48.61		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$29.17		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$19.45		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$23.66		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$18.33		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$105.95		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$6.99		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$24.45		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$8.01		July 12 2017 Concur Visa
7/12/2017	67,326GJ		606283 Visa	\$23.91		July 12 2017 Concur Visa
7/12/2017	67,356GJ			\$25.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$40.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$15.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$15.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$25.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$10.00		07/12/17 Employee Transactio
7/12/2017	67,356GJ			\$180.00		07/12/17 Employee Transactio
7/14/2017	67,358GJ			\$883.56		July 14 2017 Concur AMEX
7/14/2017	67,358GJ			\$103.20		July 14 2017 Concur AMEX
7/14/2017	67,359GJ			\$45.00		July 14 2017 Concur Emp OOP
7/17/2017	67,357GJ			\$64.64		07/17/17 Employee Transactio
7/17/2017	67,357GJ			\$20.00		07/17/17 Employee Transactio
7/17/2017	67,357GJ			\$10.00		07/17/17 Employee Transactio
7/17/2017	67,357GJ			\$7.26		07/17/17 Employee Transactio
7/17/2017	67,357GJ			\$9.65		07/17/17 Employee Transactio
7/18/2017	67,360GJ			\$7.50		7/18 Employee Transactions
7/18/2017	67,361GJ		606722 Visa	\$8.50		7/18 concur visa
7/18/2017	67,361GJ		606722 Visa	\$11.94		7/18 concur visa
7/20/2017	67,382GJ			\$10.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$48.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$9.66		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$2.14		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$1.81		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$2.95		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$30.55		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$21.32		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$20.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$15.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$9.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$11.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$9.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$3.00		07/20/17 Employee Transactio
7/20/2017	67,382GJ			\$8.00		07/20/17 Employee Transactio
7/24/2017	67,383GJ			\$32.25		July 24 2017 Concur Emp OOP
7/31/2017	67,452GJ			\$841.89		July 2017 Avis Activity
8/30/2017	67,528GJ		613627 Visa	\$8,509.39		August 30 2017 Concur Visa
8/31/2017	67,542GJ			\$35.25		August Avis Trans
8/31/2017	67,542GJ			\$34.30		August Avis Trans

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User Date: 1/26/2018

Florida Government Finance Office
DETAILED TRIAL BALANCE FOR 2018
General Ledger

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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
		Totals:	\$12,190.93	\$12,190.93	\$0.00
2-6370-					
		\$0.00	Welcome Bags - Conference		
7/1/2017	67,386GJ			\$4,401.82	Amex Accruals
7/14/2017	67,358GJ		\$4,401.82		July 14 2017 Concur AMEX
		Totals:	\$4,401.82	\$4,401.82	\$0.00
2-6380-					
		\$0.00	Internet Cafe		
7/1/2017	67,493GJ			\$9,750.00	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$9,750.00		August 30 2017 Concur Visa
		Totals:	\$9,750.00	\$9,750.00	\$0.00
2-6505-					
		\$0.00	Equipment Rental - Conference		
7/1/2017	67,493GJ			\$1,621.80	To Accrue Conf Master Bill
7/1/2017	67,493GJ			\$31,567.92	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$33,189.72		August 30 2017 Concur Visa
		Totals:	\$33,189.72	\$33,189.72	\$0.00
3-3400-					
		\$0.00	SOGF Active Basic		
9/18/2017	67,619IMIS			\$2,070.00	AB15349
9/18/2017	67,620IMIS			\$230.00	170918FGFOA_CC
9/19/2017	67,622IMIS			\$1,150.00	AB15410
9/20/2017	67,624IMIS			\$920.00	AB15561
9/21/2017	67,625IMIS			\$460.00	AB15660
9/22/2017	67,629IMIS			\$460.00	AB15735
9/25/2017	67,632IMIS			\$460.00	AB15802
9/26/2017	67,636IMIS			\$920.00	AB15861
9/27/2017	67,635IMIS			\$1,610.00	AB15918
9/27/2017	67,651IMIS			\$460.00	170927FGFOA_SW
9/28/2017	67,639IMIS			\$690.00	AB16063
9/29/2017	67,643IMIS			\$460.00	170929FGFOA_CC
9/29/2017	67,645IMIS			\$1,150.00	AB16117
9/30/2017	67,794GJ		\$11,040.00		To Rec Inc and Exp to Cor Pr
9/30/2017	67,794GJ		\$280.00		To Rec Inc and Exp to Cor Pr
9/30/2017	67,796GJ			\$280.00	To Cor Key Error
		Totals:	\$11,320.00	\$11,320.00	\$0.00
3-3420-					
		\$0.00	SOGF Non-Member Basic		
9/18/2017	67,619IMIS			\$355.00	AB15349
9/19/2017	67,622IMIS			\$355.00	AB15410
9/29/2017	67,643IMIS		\$710.00		170929FGFOA_CC
9/29/2017	67,645IMIS			\$710.00	AB16117
9/30/2017	67,794GJ		\$710.00		To Rec Inc and Exp to Cor Pr
		Totals:	\$1,420.00	\$1,420.00	\$0.00
3-3430-					
		\$0.00	SOGF Active Inter/Adv		
9/18/2017	67,619IMIS			\$1,540.00	AB15349
9/18/2017	67,620IMIS			\$1,100.00	170918FGFOA_CC
9/19/2017	67,622IMIS			\$660.00	AB15410
9/20/2017	67,624IMIS			\$660.00	AB15561

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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
9/21/2017	67,625	IMIS		\$880.00	AB15660
9/22/2017	67,629	IMIS		\$1,320.00	AB15735
9/25/2017	67,632	IMIS		\$660.00	AB15802
9/25/2017	67,652	IMIS		\$220.00	170925FGFOA_CK
9/26/2017	67,636	IMIS		\$660.00	AB15861
9/27/2017	67,635	IMIS		\$660.00	AB15918
9/28/2017	67,613	IMIS		\$440.00	170928FGFOA_CC
9/28/2017	67,639	IMIS		\$1,100.00	AB16063
9/29/2017	67,643	IMIS		\$880.00	170929FGFOA_CC
9/29/2017	67,645	IMIS		\$1,320.00	AB16117
9/30/2017	67,794	GJ	\$12,100.00		To Rec Inc and Exp to Cor Pr
		Totals:	\$12,100.00	\$12,100.00	\$0.00
3-3440-					
		\$0.00			SOGF Associate Inter/Adv
9/18/2017	67,619	IMIS		\$280.00	AB15349
9/30/2017	67,796	GJ	\$280.00		To Cor Key Error
		Totals:	\$280.00	\$280.00	\$0.00
3-3450-					
		\$0.00			SOGF Non-Member Inter/Adv
9/27/2017	67,635	IMIS		\$335.00	AB15918
9/30/2017	67,794	GJ	\$335.00		To Rec Inc and Exp to Cor Pr
		Totals:	\$335.00	\$335.00	\$0.00
3-3456-					
		\$0.00			SOGF Active Entire Week
9/18/2017	67,619	IMIS		\$7,200.00	AB15349
9/19/2017	67,622	IMIS		\$1,800.00	AB15410
9/19/2017	67,623	IMIS		\$360.00	AB15409
9/19/2017	67,648	IMIS	\$360.00		170919SOGF_KP
9/20/2017	67,624	IMIS		\$2,160.00	AB15561
9/21/2017	67,625	IMIS		\$3,240.00	AB15660
9/22/2017	67,629	IMIS		\$2,880.00	AB15735
9/23/2017	67,630	IMIS		\$360.00	AB15796
9/24/2017	67,631	IMIS		\$720.00	AB15797
9/25/2017	67,632	IMIS		\$1,440.00	AB15802
9/25/2017	67,633	IMIS		\$720.00	170925FGFOA_CC
9/25/2017	67,652	IMIS		\$720.00	170925FGFOA_CK
9/26/2017	67,636	IMIS		\$1,800.00	AB15861
9/27/2017	67,634	IMIS		\$360.00	170927FGFOA_CC
9/27/2017	67,635	IMIS		\$720.00	AB15918
9/27/2017	67,651	IMIS	\$720.00		170927FGFOA_SW
9/28/2017	67,613	IMIS		\$2,880.00	170928FGFOA_CC
9/28/2017	67,639	IMIS		\$1,080.00	AB16063
9/28/2017	67,641	IMIS	\$360.00		170928FGFOA_MB
9/29/2017	67,643	IMIS		\$1,800.00	170929FGFOA_CC
9/29/2017	67,644	IMIS	\$360.00		170929FGFOA_MB
9/29/2017	67,645	IMIS		\$3,240.00	AB16117
9/30/2017	67,794	GJ	\$31,680.00		To Rec Inc and Exp to Cor Pr
		Totals:	\$33,480.00	\$33,480.00	\$0.00
3-3457-					
		\$0.00			SOGF Associate Entire Week
9/26/2017	67,637	IMIS		\$485.00	AB15860
9/28/2017	67,639	IMIS		\$970.00	AB16063
9/30/2017	67,794	GJ	\$1,455.00		To Rec Inc and Exp to Cor Pr

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Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
		Totals:	\$1,455.00	\$1,455.00	\$0.00
3-3458-					
		\$0.00	SOGF Non-Member Entire Week		
9/19/2017	67,622IMIS			\$600.01	AB15410
9/30/2017	67,782GJ		\$0.01		Credit test charge to misc e
9/30/2017	67,794GJ		\$600.00		To Rec Inc and Exp to Cor Pr
		Totals:	\$600.01	\$600.01	\$0.00
3-6219-					
		\$0.00	Operating Supplies - SOGF		
9/30/2017	67,658GJ	574401 Marco	\$121.35		Ribbons/Badge Holders
9/30/2017	67,794GJ			\$121.35	To Rec Inc and Exp to Cor Pr
		Totals:	\$121.35	\$121.35	\$0.00
3-6505-					
		\$0.00	Equipment Rental - SOGF		
9/30/2017	67,714GJ		\$599.00		To accrue Visa Items
9/30/2017	67,794GJ			\$599.00	To Rec Inc and Exp to Cor Pr
		Totals:	\$599.00	\$599.00	\$0.00
5-3140-					
		\$0.00	Registration Fees - Boot Camp SOGF		
9/27/2017	67,635IMIS			\$11,960.00	AB15918
9/27/2017	67,650IMIS			\$880.00	170927FGFOA_MB
9/28/2017	67,613IMIS			\$440.00	170928FGFOA_CC
9/30/2017	67,795GJ		\$13,280.00		To Reclass Inc to Cor Prd
		Totals:	\$13,280.00	\$13,280.00	\$0.00
7-6060-					
		\$0.00	Refreshment Breaks - Boot Camp Conf		
7/1/2017	67,493GJ			\$5,843.82	To Accrue Conf Master Bill
7/1/2017	67,493GJ		\$475.99		To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$5,367.83		August 30 2017 Concur Visa
		Totals:	\$5,843.82	\$5,843.82	\$0.00
7-6260-					
		\$0.00	Speaker Expenses - Boot Camp Conf		
7/1/2017	67,493GJ			\$524.46	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$524.46		August 30 2017 Concur Visa
		Totals:	\$524.46	\$524.46	\$0.00
7-6505-					
		\$0.00	Equipment Rental - Boot Camp Conf		
7/1/2017	67,493GJ			\$1,181.30	To Accrue Conf Master Bill
8/30/2017	67,528GJ	613627 Visa	\$1,181.30		August 30 2017 Concur Visa
		Totals:	\$1,181.30	\$1,181.30	\$0.00
8-3140-					
		\$0.00	Renewals - CGFO		
7/18/2017	67,464IMIS			\$40.00	170718FGFOA_CK
7/31/2017	67,668GJ			\$3,240.00	je#07-06 R/C to Correct Acct
8/2/2017	67,538IMIS			\$40.00	AB14983
8/11/2017	67,560IMIS			\$40.00	AB15102

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DETAILED TRIAL BALANCE FOR 2018
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Account		Beginning Balance	Description	Reference	
Trx Date	Jrnl No. Source Doc	DocumentName	Debit	Credit	Ending Balance
8/18/2017	67,569	IMIS		\$40.00	AB15144
8/22/2017	67,586	IMIS		\$40.00	170822FGFOA_CK
8/31/2017	67,700	GJ		\$40.00	Reclass CGFO Renewal fee
9/7/2017	67,612	IMIS		\$65.00	170907FGFOA_SW
9/14/2017	67,615	IMIS		\$40.00	AB15313
9/14/2017	67,616	IMIS		\$40.00	170914FGFOA_CC
Totals:			\$0.00	\$3,625.00	(\$3,625.00)
8-3160- Application Fees - CGFO					
\$0.00					
7/18/2017	67,464	IMIS		\$100.00	170718FGFOA_CK
7/31/2017	67,669	GJ		\$50.00	je#07-07 Correct Acct Postin
8/17/2017	67,568	IMIS		\$50.00	170817FGFOA_MB
8/21/2017	67,584	IMIS		\$50.00	170821FGFOA_CK
8/22/2017	67,586	IMIS		\$400.00	170822FGFOA_CK
8/22/2017	67,592	IMIS	\$50.00		170822FGFOA_CK
8/22/2017	67,770	IMIS		\$100.00	170822FGFOA_AR
8/29/2017	67,589	IMIS		\$100.00	170829FGFOA_CK3
9/5/2017	67,608	IMIS		\$50.00	170905FGFOA_CC
9/18/2017	67,647	IMIS		\$450.00	170921FGFOA_CK
9/25/2017	67,653	IMIS		\$100.00	170925FGFOA_CK2
9/25/2017	67,778	IMIS		\$50.00	170925FGFOA_AR
Totals:			\$50.00	\$1,500.00	(\$1,450.00)
8-3170- Fall Review Courses - CGFO					
\$0.00					
9/18/2017	67,619	IMIS		\$90.00	AB15349
9/18/2017	67,619	IMIS		\$135.00	AB15349
9/18/2017	67,619	IMIS		\$90.00	AB15349
9/18/2017	67,619	IMIS		\$135.00	AB15349
9/18/2017	67,619	IMIS		\$180.00	AB15349
9/19/2017	67,622	IMIS		\$270.00	AB15410
9/19/2017	67,622	IMIS		\$315.00	AB15410
9/19/2017	67,622	IMIS		\$180.00	AB15410
9/19/2017	67,622	IMIS		\$315.00	AB15410
9/19/2017	67,622	IMIS		\$180.00	AB15410
9/19/2017	67,623	IMIS		\$45.00	AB15409
9/19/2017	67,623	IMIS		\$45.00	AB15409
9/20/2017	67,624	IMIS		\$45.00	AB15561
9/20/2017	67,624	IMIS		\$90.00	AB15561
9/20/2017	67,624	IMIS		\$135.00	AB15561
9/20/2017	67,624	IMIS		\$45.00	AB15561
9/20/2017	67,624	IMIS		\$135.00	AB15561
9/21/2017	67,625	IMIS		\$180.00	AB15660
9/21/2017	67,625	IMIS		\$180.00	AB15660
9/21/2017	67,625	IMIS		\$135.00	AB15660
9/21/2017	67,625	IMIS		\$180.00	AB15660
9/21/2017	67,625	IMIS		\$135.00	AB15660
9/21/2017	67,625	IMIS		\$135.00	AB15660
9/22/2017	67,627	IMIS	\$45.00		170922FGFOA_KP
9/22/2017	67,627	IMIS	\$45.00		170922FGFOA_KP
9/22/2017	67,627	IMIS	\$45.00		170922FGFOA_KP
9/22/2017	67,627	IMIS	\$45.00		170922FGFOA_KP
9/22/2017	67,627	IMIS	\$45.00		170922FGFOA_KP
9/22/2017	67,628	IMIS		\$45.00	170922FGFOA_MB
9/22/2017	67,628	IMIS		\$45.00	170922FGFOA_MB
9/22/2017	67,628	IMIS		\$45.00	170922FGFOA_MB
9/22/2017	67,628	IMIS		\$45.00	170922FGFOA_MB
9/22/2017	67,628	IMIS		\$45.00	170922FGFOA_MB
9/22/2017	67,629	IMIS		\$225.00	AB15735
9/22/2017	67,629	IMIS		\$180.00	AB15735

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Account			Beginning Balance	Description	Reference	
Trx Date	Jrnl No.	Source Doc	DocumentName	Debit	Credit	Ending Balance
9/22/2017	67,629	IMIS			\$225.00	AB15735
9/22/2017	67,629	IMIS			\$180.00	AB15735
9/22/2017	67,629	IMIS			\$135.00	AB15735
9/25/2017	67,632	IMIS			\$45.00	AB15802
9/25/2017	67,632	IMIS			\$45.00	AB15802
9/25/2017	67,632	IMIS			\$90.00	AB15802
9/25/2017	67,632	IMIS			\$45.00	AB15802
9/26/2017	67,636	IMIS			\$45.00	AB15861
9/26/2017	67,636	IMIS			\$135.00	AB15861
9/26/2017	67,636	IMIS			\$90.00	AB15861
9/26/2017	67,636	IMIS			\$45.00	AB15861
9/27/2017	67,635	IMIS			\$270.00	AB15918
9/27/2017	67,635	IMIS			\$180.00	AB15918
9/27/2017	67,635	IMIS			\$180.00	AB15918
9/27/2017	67,635	IMIS			\$180.00	AB15918
9/27/2017	67,635	IMIS			\$180.00	AB15918
9/28/2017	67,639	IMIS			\$45.00	AB16063
9/28/2017	67,639	IMIS			\$45.00	AB16063
9/28/2017	67,639	IMIS			\$45.00	AB16063
9/28/2017	67,639	IMIS			\$45.00	AB16063
9/28/2017	67,639	IMIS			\$90.00	AB16063
9/29/2017	67,645	IMIS			\$90.00	AB16117
9/29/2017	67,645	IMIS			\$45.00	AB16117
9/29/2017	67,645	IMIS			\$45.00	AB16117
9/29/2017	67,645	IMIS			\$45.00	AB16117
9/29/2017	67,645	IMIS			\$90.00	AB16117
Totals:				\$225.00	\$6,525.00	(\$6,300.00)
8-3175-			Fall Exams - CGFO			
			\$0.00			
9/18/2017	67,619	IMIS			\$30.00	AB15349
9/18/2017	67,619	IMIS			\$90.00	AB15349
9/18/2017	67,619	IMIS			\$30.00	AB15349
9/18/2017	67,619	IMIS			\$60.00	AB15349
9/18/2017	67,619	IMIS			\$90.00	AB15349
9/19/2017	67,622	IMIS			\$210.00	AB15410
9/19/2017	67,622	IMIS			\$210.00	AB15410
9/19/2017	67,622	IMIS			\$90.00	AB15410
9/19/2017	67,622	IMIS			\$240.00	AB15410
9/19/2017	67,622	IMIS			\$120.00	AB15410
9/19/2017	67,623	IMIS			\$30.00	AB15409
9/19/2017	67,623	IMIS			\$30.00	AB15409
9/20/2017	67,624	IMIS			\$60.00	AB15561
9/20/2017	67,624	IMIS			\$90.00	AB15561
9/20/2017	67,624	IMIS			\$120.00	AB15561
9/20/2017	67,624	IMIS			\$120.00	AB15561
9/20/2017	67,624	IMIS			\$90.00	AB15561
9/21/2017	67,625	IMIS			\$120.00	AB15660
9/21/2017	67,625	IMIS			\$150.00	AB15660
9/21/2017	67,625	IMIS			\$90.00	AB15660
9/21/2017	67,625	IMIS			\$120.00	AB15660
9/21/2017	67,625	IMIS			\$120.00	AB15660
9/21/2017	67,649	IMIS			\$30.00	170921FGFOA_KP
9/21/2017	67,649	IMIS		\$30.00		170921FGFOA_KP
9/21/2017	67,649	IMIS			\$30.00	170921FGFOA_KP
9/22/2017	67,627	IMIS		\$30.00		170922FGFOA_KP
9/22/2017	67,627	IMIS		\$30.00		170922FGFOA_KP
9/22/2017	67,627	IMIS		\$30.00		170922FGFOA_KP
9/22/2017	67,627	IMIS		\$30.00		170922FGFOA_KP
9/22/2017	67,627	IMIS		\$30.00		170922FGFOA_KP
9/22/2017	67,628	IMIS			\$30.00	170922FGFOA_MB

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Account				Beginning Balance	Description	Reference	
Trx Date	Jrnl No.	Source Doc	DocumentName	Debit	Credit	Ending Balance	
9/22/2017	67,628	IMIS			\$30.00	170922FGFOA_MB	
9/22/2017	67,628	IMIS			\$30.00	170922FGFOA_MB	
9/22/2017	67,628	IMIS			\$30.00	170922FGFOA_MB	
9/22/2017	67,628	IMIS			\$30.00	170922FGFOA_MB	
9/22/2017	67,629	IMIS			\$120.00	AB15735	
9/22/2017	67,629	IMIS			\$60.00	AB15735	
9/22/2017	67,629	IMIS			\$120.00	AB15735	
9/22/2017	67,629	IMIS			\$30.00	AB15735	
9/22/2017	67,629	IMIS			\$60.00	AB15735	
9/25/2017	67,632	IMIS			\$30.00	AB15802	
9/25/2017	67,632	IMIS			\$90.00	AB15802	
9/25/2017	67,632	IMIS			\$90.00	AB15802	
9/25/2017	67,632	IMIS			\$120.00	AB15802	
9/25/2017	67,632	IMIS			\$60.00	AB15802	
9/26/2017	67,636	IMIS			\$30.00	AB15861	
9/26/2017	67,636	IMIS			\$90.00	AB15861	
9/26/2017	67,636	IMIS			\$60.00	AB15861	
9/26/2017	67,636	IMIS			\$30.00	AB15861	
9/27/2017	67,635	IMIS			\$120.00	AB15918	
9/27/2017	67,635	IMIS			\$90.00	AB15918	
9/27/2017	67,635	IMIS			\$60.00	AB15918	
9/27/2017	67,635	IMIS			\$90.00	AB15918	
9/27/2017	67,635	IMIS			\$90.00	AB15918	
9/28/2017	67,639	IMIS			\$30.00	AB16063	
9/28/2017	67,639	IMIS			\$60.00	AB16063	
9/28/2017	67,639	IMIS			\$30.00	AB16063	
9/28/2017	67,639	IMIS			\$30.00	AB16063	
9/28/2017	67,639	IMIS			\$90.00	AB16063	
9/28/2017	67,640	IMIS			\$30.00	AB16047	
9/29/2017	67,645	IMIS			\$30.00	AB16117	
9/29/2017	67,645	IMIS			\$30.00	AB16117	
Totals:				\$180.00	\$4,290.00	(\$4,110.00)	
Grand Totals:				\$0.00	\$2,301,784.30	\$0.00	
Total Accounts:				84			



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF
DIRECTORS**

OFFICERS

President

Linda Howard

President-Elect

Kent Olson

Secretary/Treasurer

Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Nicole Gasparri

Jonathan McKinney

Shannon Ramsey-
Chessman

Jamie Roberson

Frank DiPaolo

Michael Gomez

Meeting Date: February 9, 2018

Title of Item: Membership Update/ListServe

Executive Summary, Explanation or Background:

Membership Paid	12/31/2017	10/10/2017	8/15/2017
Active:	2,214	2,744	2,630
Associate:	237	349	335
Lifetime/Retiree:	44	48	45
Total	2,495	3,141	3,010

List Serve Activity

Attached






Recommended Action:

Information Only

Paul Shamoun, Executive Director

February 5, 2018
Date

FGFOA Listserve Report October 1, 2017 thru December 31, 2017

List Name	List Title
 FGFOA-ACCOUNTINGAUDITING	FGFOA - Listserve - Accounting, Auditing & Financial Reporting (671 Subscribers)
 FGFOA-BUDGETING	FGFOA - Listserve - Budgeting (565 Subscribers)
 FGFOA-DEBTTREASURY	FGFOA - List - Debt & Treasury (581 Subscribers)
 FGFOA-FINANCIALADMINISTRATION	FGFOA - Listserve - Financial Administration (567 Subscribers)
 FGFOA-PERSONNELPAYROLL	FGFOA - Listserv - Personnel & Payroll (307 Subscribers)

Accounting & Auditing

[401\(a\) and 457 plan providers](#) (4 messages)
[Cash Drawer Reconciliation Policy](#) (1 message)
[FEMA Consultant](#) (4 messages)
[FW: Water Sewer Base Fees](#) (1 message)
[RFP/RFQ examples for OPEB / Actuarial Valuation report services](#) (3 messages)
[Water Sewer Base Fees](#) (3 messages)

[Capital Lease for various vehicles](#) (3 messages)
[FLCLASS - Letter from Chairman Ken Burke](#) (3 messages)
[FW: FLCLASS - Letter from Chairman Ken Burke](#) (1 message)
[Health Reimbursement Arrangement](#) (2 messages)
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Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

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Agenda Item

Meeting Date: February 9, 2018

Title of Item: Conference & School Mobile App

Executive Summary, Explanation or Background:

At the last Board of Directors meeting, staff was asked to research options for the mobile app used at the annual conference and the SOGF. Staff reviewed several options and recommends we continue to use Attentify.

Recommended Action:

Information only

Attachments:

Review of mobile app options

Paul Shamoun, Executive Director

1/25/2018
Date

Options for Annual Conference & SOGF mobile app

Apple's New App Review Guidelines

In June, Apple introduced changes to their [App Review Guidelines](#). Two sections are relevant to us to offer FGFOA mobile event apps:

- 4.2.6: “Apps created from a commercialized template or app generation service will be rejected.”
- 4.3: “Don’t create multiple bundle IDs of the same app.”

To Apple, the FGFOA has a commercialized template and is considered a branded app. Branded Apps are only available until December 18, 2017. Thus, we must consolidate to a “container” or “universal” multi-event app.

Options

1. **Attendify** (the App service we’ve been using, but updated)

Website: <https://attendify.com/>

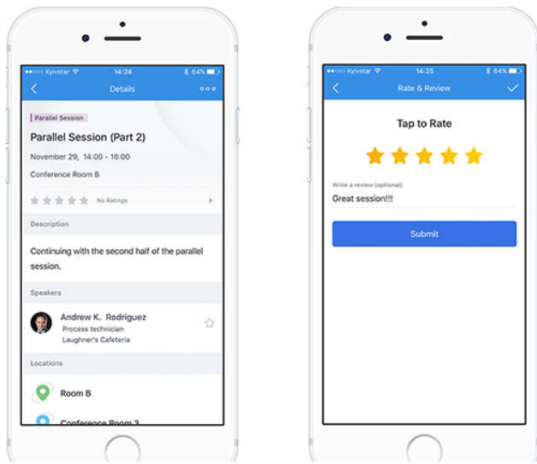
Features:

- Private social network built in
 - Post photos, messages, likes and comments on the activity stream
 - Access the schedule, speakers, exhibitors and other essential event information
 - Customize schedules by day, track, topic, and speaker
 - Stay informed with the latest event updates through push notifications
 - Allows attendees to plan their time with personalized schedules and reminder alerts
 - Fully featured event guide
 - Hold presentations under each session
 - Attendees can take personal notes and access them later
 - Attendees can build their own agenda
 - Add sessions to their “favorites”
 - Instant content updates
 - Explore venue and local area maps
 - Interactive map for conference floor plan and exhibitors
 - Real-time event analytics
 - Go live in minutes (doesn’t take the 7-10 days app store review as in the past)
 - Doesn’t allow us to track if an attendee switches a class
-
- NEW! Getting feedback from attendees has never been easier with a configurable Rating & Review feature that’s built right into the Schedule and Speakers sections. Attendees can leave a star rating and a detailed review that shows up in real-time in the analytics dashboard for you to compare and contrast with other sessions.

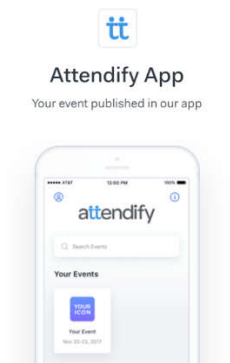
Have the option to do the following for both sessions and speakers:

- Allow Star Ratings
- Show Average Rating
- Allow Reviews

- Allow Anonymous Reviews



- All your events in one app
 - Attendees would download the “Attendify app” from their app store and then within that container app search for FGFOA events (for example: 2018 FGFOA Annual Conference).
 - One and done – only download one app to gain year-round access to events.



Pricing:

- \$599/event

Preview:

Download an example multi-event app and see how it works for yourself. In your app store, download “Attendify App”, then search for “Tech Conference 2017”. Create a profile and test it out. The cost for the same type of app that you are testing is what we would get for \$599.

Contact:

Andrew Sennik
 1-866-944-8678
andrew@attendify.com

2. Crowd Compass

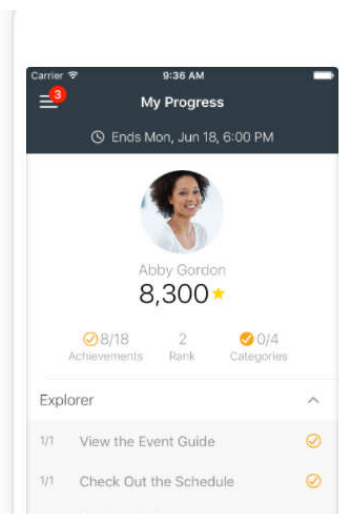
Website: <http://www.crowdcompass.com/>

Features:

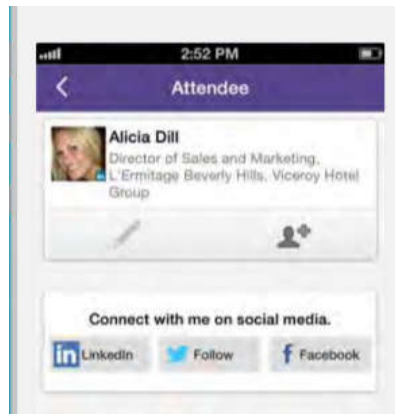
- Make it easy for attendees to connect
 - Messaging
 - Contact Exchange
 - Activity Feed
 - Post photos, messages, likes and comments on the activity stream
 - Access the schedule, speakers, exhibitors and other essential event information
 - Customize schedules by day, track, topic, and speaker
 - Stay informed with the latest event updates through push notifications
 - Allows attendees to plan their time with personalized schedules and reminders
 - Attendees can build their own agenda by bookmarking sessions/events
 - Fully featured event guide
 - Hold presentations under each session
 - Notes – Attendees can take notes directly within the app and share with other attendees, or export notes to reference later
 - Instant content updates
 - Surveys can be featured in session pages or on the home screen
 - Interactive maps
 - Works offline – Don't lose functionality due to spotty Wi-Fi. Our native app lets your attendees view event content and explore their schedules even while offline on iOS and Android devices.
 - Explore venue and local area maps
 - Real-time event analytics
 - Simultaneously post to Facebook, Twitter, LinkedIn, and the Event Compass
 - Go live in minutes (doesn't take the 7-10 days app store review as in the past)
 - Doesn't allow us to track if an attendee switches a class
-
- New! Gamification – Connect attendees to your event

Game

Gamification is key to connecting attendees to your event and ultimately your brand. Motivate attendees to explore event content, complete challenges, earn points and badges, and win prizes.



- New! Social connections – Attendees can add social buttons in their individual profiles



- All your events in one app
 - Attendees would download “AttendeeHub” from their app store and then within that container app search for FGFOA events (for example: 2018 FGFOA Annual Conference). *Just like the example I provided for Attendify above.
 - One and done – only download one app to gain year-round access to events.

Pricing:

Their standard contract term length is 2 years. In terms of the payment, it would be an annual payment. Therefore, if you're agreement starts January 1, 2018 you would pay each respective year at the start of that individual year.

- If agreement is signed by 12/28/17, for two events for two years = \$9,450 per year (total \$16,900)
- If agreement is signed by 12/28/17, for two events for three years = \$8,000 per year (total \$24,000)
- If agreement is signed by 12/28/17, for two events for four years = \$7,000 per year (total \$28,000)
- If agreement is signed by 12/28/17, for five events for two years = \$12,631.20 per year (total \$25,262.40)
- If agreement is signed by 12/28/17, for five events for three years = \$10,800 per year (total \$31,500)
- If agreement is signed by 12/28/17, for five events for four years = \$9,750 per year (total \$39,000)

Preview:

Download an example multi-event app and see how it works for yourself. In your app store, download “AttendeeHub”, then search for “IN10CT2”.

Contact:

Marisa Campbell
 1-571-830-2192
MCampbell@cvent.com

My Recommendation

Attendify

- Much cheaper per event
- No contract
- Pay as you go

Only main difference is Crowd Compass offers a few additional features in social connection and offers gamification. Features I don't believe are worth the additional cost to the organization at this time based on results from the surveys.

Stats from 2017

2017 SOGF:

Why did you not use the mobile application?

- Didn't know (3)
- Did not think it was necessary
- Couldn't get on Wi-Fi
- Never saw a need
- Had a hard time connecting to Wi-Fi at the hotel, and it was very slow
- Wi-Fi connection

Did you use the mobile application?	Choice Count
Yes	12
No	9

2017 Conference:

Why did you not use the mobile application?

- Didn't know (11)
- Need a tutorial
- Didn't have a computer available
- I just didn't need to; I received a paper copy at work
- Everything I needed was supplied at conference; didn't need to open it once
- Not interested
- Didn't want to add another temporary app to my personal phone
- FGFOA website worked perfect to get the presentations and surveys
- Didn't have enough room on my phone for app or data to use
- Prefer paper
- Didn't feel the need to download it as I had everything I needed from registration
- My work laptop and tablet prevent me from downloading "unauthorized" apps
- Hard copy info was sufficient for me
- Wasn't necessary
- I focused on the speaker and not the device
- Didn't want to
- Don't care to use my phone for that purpose
- I already have enough apps on my phone
- Didn't bring a phone to conference.
- Don't usually use mobile apps for anything
- I'm antediluvian when it comes to technology
- Phone capability
- Didn't really have a need for it

Did you use the mobile application?	Choice Count
Yes	69
No	44



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Agenda Item

Meeting Date: February 9, 2018

Title of Item: 2019 Annual Conference Site Selection Discussion

Executive Summary, Explanation or Background:

At the October Board meeting, the Board asked staff to research additional options for the 2019 Annual Conference. The search was broadened to include locations in Orlando during April – June 2019. After an extensive search, two options in Orlando were identified as viable options for the 2019 conference.

A chart is attached that details the results of that research, and a sample budget has been prepared to illustrate the potential financial impact to the association. Some hotels in Orlando were hesitant to provide detailed proposals without proof of a cancelled contract with the Diplomat, but they were able to provide enough information to determine viability.

The two possible options in Orlando for 2019 are:

The *Hilton Orlando Bonnet Creek* is offering a room rate that is lower than the Diplomat's, \$199 vs. \$215 and its food and beverage expenses would be equivalent.

The *Hyatt Regency Orlando* has also submitted a proposal for consideration, however their room rate is higher than the Diplomat's and their F & B minimum is more than twice as much. This proposal would also mean moving to April.

Diplomat's Response Regarding Check-In

In addition to the research conducted on Orlando properties, staff also reached out to the Diplomat to specifically address the board's concerns regarding front desk check-in.

The Diplomat has assured us that all registration stations will be manned during our peak check-in times, especially on Sunday, with an additional station added at the concierge desk. This will allow for a total of 11 check-in stations. They have also offered an additional \$10,000 master bill credit.

Recommended Action:

Give Staff direction on 2019 Annual Conference location

Attachments:

Chart showing options
Sample budget for options

Paul Shamoun, Executive Director

January 19, 2018
Date

Florida Government Finance Officers Association 2019 Annual Conference Alternative Hotel Options

Hotel	Dates	Room Rate	Parking Fees	Meeting Space	F&B Minimum	Concessions/ Notes	Maximum Monetary Value of Major Concessions to Association
Current Contract							
Diplomat Beach Resort	6/6-12/19	\$215/night	20% discount on self and valet parking for all attendees	Almost identical to previous years	\$200,000	10% commission on room rate 1 comp presidential suite 2 comp rooms for meeting planners 10 staff rooms at \$109/night 15 upgrades for board members 1/40 comp rooms Comp guestroom internet Up to 40 Mbps of wireless internet at discounted flat fee of \$9,750++ 10% discount on F&B 15% discount at designated food outlets for all attendees Additional \$10,000 credit to master account	Commission: \$58,000 Account Credit: \$10,000 Visitors Bureau: \$25,000

Orlando Options (in order of viability) Hilton Orlando Bonnet Creek	5/30-6/5/19	\$199/night	Discounts TBD Current rates \$27 for self/ \$35 for valet	Specific meeting space has not be assigned, but the property has adequate space for FGFOA's needs and we would be the only group in-house	\$200,000	10% commission on room rate 1 comp 2-BR presidential suite 3 1-BR suite upgrades at group rate 2 comp rooms for meeting planners 10 staff rooms at \$109/night 10 upgrades to junior suites 1/45 comp rooms Comp guestroom internet 10% discount on F&B Wireless internet at approx. \$12,000 \$60/person rate for golf tournament	Commission: \$54,426
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Hyatt Regency Orlando	4/11-17/19	\$219/night	\$24 for self/\$35 for valet	Tentative assigned space is adequate for FGFOA's needs	\$450,000	10% commission on room rate 1 comp 2-BR presidential suite 13 upgrades for board members 10 staff rooms at 50% of group rate 1/40 comp rooms Wireless internet at approx. \$13,375 with use of in-house a/v 2018 prices on F&B \$10,000 credit to master account	Commission: \$59,896 Account Credit: \$10,000
World Center Marriott	6/20-26/19	\$199/night		Only space available is not ideal -- would involve exhibits in the far Cypress BR and b/o's scattered between Crystal and the Hall of Cities		Hotel is unwilling to provide a full proposal without proof of a cancelled contract with the Diplomat. Without further details and considering the meeting space, staff does not recommend this as a viable option.	

Hilton Orlando	4/18-24/19	\$219/night			\$450,000	<p>No additional details were provided.</p> <p>However, as these proposed dates include Good Friday, Easter and Passover, staff does not recommend this as a viable option.</p>	
Loews Royal Pacific/ Sapphire Falls						No dates available in April, May or June	
Gaylord Palms						No dates available in April, May or June	
Walt Disney World Dolphin						No dates available in April, May or June	
Rosen Shingle Creek						No dates available in April, May or June	

	2017 Actual	2018 Approved Budget	2018 With \$25 increase		2019 Diplomat	2019 Diplomat with \$25 increase	2019 Diplomat with \$50 increase		2019 Bonnett Creek	2019 Bonnett Creek With \$25 increase	2019 Bonnett Creek With \$50 increase
REVENUES											
REGISTRATIONS											
Member Registrations	\$221,925	\$210,000	\$230,000		\$210,000	\$230,000	\$248,000		\$210,000	\$230,000	\$248,000
Member Late Registrations	\$7,560	\$6,500	\$7,000		\$6,500	\$7,000	\$7,500		\$6,500	\$7,000	\$7,500
Associate Registrations	\$35,845	\$41,000	\$44,000		\$41,000	\$44,000	\$47,000		\$41,000	\$44,000	\$47,000
Associate Late Registrations	\$2,250	\$4,000	\$4,400		\$4,000	\$4,400	\$4,500		\$4,000	\$4,400	\$4,500
Non-Member Registrations	\$18,960	\$15,000	\$16,000		\$15,000	\$16,000	\$17,000		\$15,000	\$16,000	\$17,000
Non-Member Late Registrations	\$1,740	\$2,000	\$2,000		\$2,000	\$2,000	\$2,200		\$2,000	\$2,000	\$2,200
TOTAL REGISTRATIONS	\$288,280	\$278,500	\$303,400		\$278,500	\$303,400	\$326,200		\$278,500	\$303,400	\$326,200
OTHER REVENUES											
Exhibitor Fees *	\$184,325	\$188,400	\$188,400		\$188,400	\$188,400	\$188,400		\$188,400	\$188,400	\$188,400
Extra Tickets All Events	\$1,685	\$5,000	\$5,000		\$2,000	\$2,000	\$2,000		\$2,000	\$2,000	\$2,000
Golf	\$0	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000
Hotel Commissions (1)	\$51,593	\$43,600	\$43,600		\$58,000	\$58,000	\$58,000		\$54,000	\$54,000	\$54,000
Cancellation Fees	\$1,160	\$1,000	\$1,000		\$1,000	\$1,000	\$1,000		\$1,000	\$1,000	\$1,000
Ethics Income	\$11,735	\$9,000	\$9,000		\$11,000	\$11,000	\$11,000		\$11,000	\$11,000	\$11,000
Convention & Visitors Bureau	\$25,000	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0
Room Credits (2)	\$11,707	\$10,500	\$10,500		\$10,500	\$10,500	\$10,500		\$10,500	\$10,500	\$10,500
Account Credit					\$10,000	\$10,000	\$10,000				
TOTAL OTHER REVENUE	\$287,205	\$263,500	\$263,500		\$286,900	\$286,900	\$286,900		\$272,900	\$272,900	\$272,900
TOTAL REVENUES	\$575,485	\$542,000	\$566,900		\$565,400	\$590,300	\$613,100		\$551,400	\$576,300	\$599,100
EXPENSES											
INSTRUCTIONAL											
Equipment Rental	\$33,589	\$35,000	\$35,000		\$35,000	\$35,000	\$35,000		\$35,000	\$35,000	\$35,000
Speaker's per diem/honorarium	\$8,249	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000
Refreshment Breaks	\$120,953	\$120,000	\$120,000		\$150,000	\$150,000	\$150,000		\$150,000	\$150,000	\$150,000
Tuesday Business Luncheon	\$47,053	\$45,000	\$45,000		\$50,000	\$50,000	\$50,000		\$50,000	\$50,000	\$50,000
Monday Lunch		\$20,000	\$20,000		\$20,000	\$20,000	\$20,000		\$20,000	\$20,000	\$20,000
TOTAL INSTRUCTIONAL EXPENSE	\$209,844	\$230,000	\$230,000		\$265,000	\$265,000	\$265,000		\$265,000	\$265,000	\$265,000
SPECIAL EVENTS											
Golf Tournament	\$0	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000
Opening Ceremony	\$1,240	\$500	\$500		\$500	\$500	\$500		\$500	\$500	\$500
Association Night Reception	\$45,023	\$55,000	\$55,000		\$55,000	\$55,000	\$55,000		\$55,000	\$55,000	\$55,000
Ethics Course Expense	\$10,700	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000
Tuesday Event	\$90,499	\$95,000	\$95,000		\$95,000	\$95,000	\$95,000		\$95,000	\$95,000	\$95,000
Hospitality Food, Beverages & Supplies	\$31,447	\$30,000	\$30,000		\$30,000	\$30,000	\$30,000		\$30,000	\$30,000	\$30,000
President's Reception	\$12,561	\$12,000	\$12,000		\$12,000	\$12,000	\$12,000		\$12,000	\$12,000	\$12,000
Emerging Leaders Reception	\$4,654	\$4,000	\$4,000		\$5,000	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000
TOTAL SPECIAL EVENTS EXPENSE	\$196,124	\$212,500	\$212,500		\$213,500	\$213,500	\$213,500		\$213,500	\$213,500	\$213,500
SPECIAL CONFERENCE EXPENSES											
Room Rate By Down		\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0
Host Committee	\$6,371	\$0	\$0		\$0	\$0	\$0		\$0	\$0	\$0
Welcome Bags	\$5,262	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000
Speaker Gifts	\$2,283	\$3,500	\$3,500		\$3,500	\$3,500	\$3,500		\$3,500	\$3,500	\$3,500
Transportation & other		\$6,000	\$6,000		\$6,000	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000
TOTAL SPECIAL EXPENSES	\$13,916	\$14,500	\$14,500		\$14,500	\$14,500	\$14,500		\$14,500	\$14,500	\$14,500

	2017 Actual	2018 Approved Budget	2018 With \$25 increase		2019 Diplomat	2019 Diplomat with \$25 increase	2019 Diplomat with \$50 increase		2019 Bonnett Creek	2019 Bonnett Creek With \$25 increase	2019 Bonnett Creek With \$50 increase
REGISTRATION/MAILINGS											
Postage	\$244	\$500	\$500		\$500	\$500	\$500		\$500	\$500	\$500
Printing/Duplicating	\$5,715	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000		\$6,000	\$6,000	\$6,000
Office Supplies	\$1,857	\$2,000	\$2,000		\$2,000	\$2,000	\$2,000		\$2,000	\$2,000	\$2,000
TOTAL REG/MAIL EXPENSE	\$7,816	\$8,500	\$8,500		\$8,500	\$8,500	\$8,500		\$8,500	\$8,500	\$8,500
EXHIBITOR											
Security	\$4,270	\$1,000	\$1,000		\$5,000	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000
Service	\$20,646	\$15,000	\$15,000		\$20,000	\$20,000	\$20,000		\$20,000	\$20,000	\$20,000
TOTAL EXHIBITOR EXPENSES	\$24,916	\$16,000	\$16,000		\$25,000	\$25,000	\$25,000		\$25,000	\$25,000	\$25,000
STAFF EXPENSES	\$12,211	\$12,000	\$12,000		\$12,000	\$12,000	\$12,000		\$12,000	\$12,000	\$12,000
Diplomat Contract Cencelation Fee									\$58,000	\$58,000	\$58,000
OTHER											
Miscellaneous	\$3,302	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000		\$5,000	\$5,000	\$5,000
Meeting Planner Services	\$29,940	\$29,400	\$29,400		\$29,400	\$29,400	\$29,400		\$29,400	\$29,400	\$29,400
Cancellation Insurance	\$1,850	\$1,900	\$1,900		\$1,900	\$1,900	\$1,900		\$1,900	\$1,900	\$1,900
Convencenter rental									\$0	\$0	\$0
Internet Café - High Speed Connections	\$9,150	\$10,000	\$10,000		\$10,000	\$10,000	\$10,000		\$12,000	\$12,000	\$12,000
TOTAL OTHER EXPENSES	\$44,242	\$46,300	\$46,300		\$46,300	\$46,300	\$46,300		\$48,300	\$48,300	\$48,300
TOTAL EXPENSES	\$509,069	\$539,800	\$539,800		\$584,800	\$584,800	\$584,800		\$644,800	\$644,800	\$644,800
NET INCOME	\$66,416	\$2,200	\$27,100		-\$19,400	\$5,500	\$28,300		-\$93,400	-\$68,500	-\$45,700

Room Rate

\$172.00

\$172.00

\$215.00

\$215.00

\$215.00

\$199.00

\$199.00

\$199.00

It will cost \$27,000 for each

\$10 reduction in room cost



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Agenda Item

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Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Audit Committee Report

Executive Summary, Explanation or Background:

The audit committee met via conference call on Wednesday, January 10, 2018, and reviewed the draft July 1, 2016 through June 30, 2017, Financial Statement Audit. The committee reported a clean audit. There were a couple of questions regarding expense allocations which were answered by League staff to the satisfaction of the committee members.

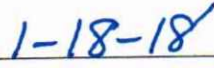
The committee also discussed whether or not to retain Shorstein & Shorstein, P.A. to perform the 2017-2018 audit for FGFOA.

Recommended Action:

Committee recommends the following:

1. That the Board accept the 2016-2017 Financial Statement Audit as presented.
2. That the Board retain Shorstein & Shorstein, P.A. to perform the 2017-2018 audit.


Sarah Koser, Immediate Past President


Date

SHORSTEIN & SHORSTEIN, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

8265 BAYBERRY ROAD

JACKSONVILLE, FLORIDA 32256

JACK F. SHORSTEIN, C.P.A., J.D. (1929-2014)

SAMUEL R. SHORSTEIN, C.P.A.

MARK J. SHORSTEIN, C.P.A.

BENJAMIN I. SHORSTEIN, C.P.A.

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PHILLIP H. CAMPBELL, C.P.A.

JEWEL A. MCCANCE, C.P.A.

BEVERLY W. PARKER, C.P.A.

December 15, 2017

To the Audit Committee of the Florida
Government Finance Officers Association, Inc.

We have audited the financial statements of the Florida Government Finance Officers Association, Inc. for the years ended June 30, 2017 and 2016, and have issued our report thereon dated December 15, 2017. Professional standards require that we provide you with the following information related to our audits.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 2, 2017, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audits of the financial statements do not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audits

We performed the audits according to the planned scope and timing previously communicated to you.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Florida Government Finance Officers Association, Inc. are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the years ended June 30, 2017 or 2016. We noted no transactions entered into by the Association during either year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The disclosures in the financial statements are neutral, consistent and clear.

Difficulties Encountered in Performing the Audits

We encountered no significant difficulties in dealing with management in performing and completing our audits.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audits, other than those that are trivial, and communicate them to the appropriate level of management. No such misstatements were identified.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audits.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 15, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Association's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Association's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition to our retention.

This information is intended solely for the use of the Audit Committee and management of the Florida Government Finance Officers Association, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Shorter + Shorter, P.A.

FLORIDA GOVERNMENT FINANCE
OFFICERS ASSOCIATION, INC.

FINANCIAL STATEMENTS

JUNE 30, 2017 AND 2016

Florida Government Finance Officers Association, Inc.
Financial Statements
June 30, 2017 and 2016

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SHORSTEIN & SHORSTEIN, P.A.

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BEVERLY W. PARKER, C.P.A.

December 15, 2017

Independent Auditor's Report

To the Board of Directors of the
Florida Government Finance
Officers Association, Inc.:

We have audited the accompanying financial statements of the Florida Government Finance Officers Association, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2017 and 2016, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Florida Government Finance Officers Association, Inc. as of June 30, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Shorstein & Shorstein, P.A.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF FINANCIAL POSITION
June 30, 2017 and 2016

ASSETS

	<u>2017</u>	<u>2016</u>
<u>Current Assets</u>		
Cash and Cash Equivalents	\$ 590,085	\$ 533,178
Investments	182,679	156,061
Accounts Receivable - Florida League of Cities, Inc.	920	2,573
Accounts Receivable - Other	90,720	2,434
Prepaid Expenses and Other Current Assets	<u>6,354</u>	<u>10,424</u>
Total Current Assets	<u>870,758</u>	<u>704,670</u>
 <u>Equipment</u>		
Computers and Equipment	5,227	5,227
Less: Accumulated Depreciation	<u>(4,526)</u>	<u>(4,261)</u>
Net Equipment	<u>701</u>	<u>966</u>
 <u>Other Assets</u>		
Deposits	<u>4,500</u>	<u>-</u>
 Total Assets	 <u><u>\$ 875,959</u></u>	 <u><u>\$ 705,636</u></u>

LIABILITIES AND NET ASSETS

<u>Current Liabilities</u>		
Accounts Payable	\$ 603,590	\$ 461,823
Deferred Revenues	<u>140</u>	<u>-</u>
Total Current Liabilities	603,730	461,823
 <u>Unrestricted Net Assets</u>	 <u>272,229</u>	 <u>243,813</u>
 Total Liabilities and Unrestricted Net Assets	 <u><u>\$ 875,959</u></u>	 <u><u>\$ 705,636</u></u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF ACTIVITIES
For the Years Ended June 30, 2017 and 2016

	Year Ended June 30, 2017	Year Ended June 30, 2016
<u>Revenues</u>		
Membership Dues	\$ 101,535	\$ 100,555
Conference Revenue	576,315	512,358
Career Development Seminars	24,425	20,275
School of Governmental Finance	64,300	92,324
Leadership FGFOA	50,000	50,100
Investment Income	1,772	1,632
Other Programs (CGFO, Boot Camps, Divergent)	83,805	57,060
Miscellaneous Income	92	1,168
Total Revenues	<u>902,244</u>	<u>835,472</u>
<u>Expenses</u>		
Conference Expenses	523,177	457,236
Career Development Seminars	23,596	19,542
School of Governmental Finance	73,614	109,577
Leadership FGFOA	58,694	59,630
Other Programs (CGFO, Boot Camps, Divergent)	116,188	66,035
General and Administrative	78,559	79,925
Total Expenses	<u>873,828</u>	<u>791,945</u>
<u>Increase in Unrestricted Net Assets</u>	28,416	43,527
<u>Unrestricted Net Assets, Beginning of Year</u>	<u>243,813</u>	<u>200,286</u>
<u>Unrestricted Net Assets, End of Year</u>	<u>\$ 272,229</u>	<u>\$ 243,813</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF CASH FLOWS
For the Years Ended June 30, 2017 and 2016

	Year Ended June 30, 2017	Year Ended June 30, 2016
<u>Cash Flows from Operating Activities</u>		
Receipts from Members and Associates	\$ 616,960	\$ 566,027
Receipts from Exhibitors and Hotel Sites	197,078	309,705
Interest and Dividends	1,713	1,629
Fees Paid to Florida League of Cities, Inc.	(135,537)	(131,629)
Payments to Vendors	<u>(596,689)</u>	<u>(664,467)</u>
Net Cash Provided by Operating Activities	<u>83,525</u>	<u>81,265</u>
<u>Cash Flows from Investing Activities</u>		
Proceeds from Redemption of Certificates of Deposit	181,410	77,426
Investment in Certificates of Deposit	<u>(208,028)</u>	<u>(78,950)</u>
Net Cash Used by Investing Activities	<u>(26,618)</u>	<u>(1,524)</u>
<u>Net Increase in Cash and Cash Equivalents</u>	56,907	79,741
<u>Cash and Cash Equivalents, Beginning of Year</u>	<u>533,178</u>	<u>453,437</u>
<u>Cash and Cash Equivalents, End of Year</u>	<u>\$ 590,085</u>	<u>\$ 533,178</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
*STATEMENTS OF CASH FLOWS
For the Years Ended June 30, 2017 and 2016

	Year Ended June 30, 2017	Year Ended June 30, 2016
<u>Reconciliation of Increase in Net Assets to Net Cash Provided by Operating Activities</u>		
Increase in Net Assets	\$ 28,416	\$ 43,527
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation	265	446
(Increase)/Decrease in Accounts Receivable	(86,633)	68,839
Decrease/(Increase) in Prepaid Expenses and Other Current Assets	4,070	(60)
(Increase)/Decrease in Deposits	(4,500)	2,000
Increase/(Decrease) in Accounts Payable	141,767	(6,537)
Increase/(Decrease) in Deferred Revenues	140	(26,950)
 Net Cash Provided by Operating Activities	 <u>\$ 83,525</u>	 <u>\$ 81,265</u>

*The accompanying notes are an integral part of these financial statements.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2017 and 2016

Note 1- Organization and Significant Accounting Policies

- A. The Florida Government Finance Officers Association, Inc. (Association) is an organization whose purpose is to promote the improvement of government financial administration in Florida.
- B. The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.
- C. Revenues and expenses are recorded on the accrual basis.
- D. The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.
- E. The Association reports donor-restricted contributions whose restrictions are met in the same reporting period as unrestricted program revenue.
- F. The Association is exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code except on net income derived from unrelated business activities.
- G. The Association considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.
- H. The Association maintains a portion of its cash and cash equivalents in bank deposit accounts which, at times, may exceed federally insured limits. The amount on deposit in excess of federally insured limits was approximately \$323,000 at June 30, 2017. Additionally, approximately \$16,000 and \$41,000 were invested in a money market account at June 30, 2017 and 2016, respectively, which is not insured. The Association has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk with respect to cash and cash equivalents.
- I. Equipment is recorded at cost. Depreciation is provided on the straight-line method over the estimated useful lives.
- J. Association policy established by the Board of Directors requires that net assets be maintained at a minimum level equal to twice the average monthly operating expenses for the prior three-year period.
- K. Management has evaluated subsequent events through December 15, 2017, the date the financial statements were available to be issued.

Florida Government Finance Officers Association, Inc.
NOTES TO FINANCIAL STATEMENTS
June 30, 2017 and 2016

Note 2 – Investments

The Association held two certificates of deposit as of June 30, 2017 and June 30, 2016. Interest rates for the certificates held at June 30, 2017 were 1.24% and 1.25%. Interest rates for the certificates held at June 30, 2016 were .75% and 1.24%. The certificates held at June 30, 2017 mature September 4, 2017 and March 10, 2018.

Investment income is summarized as follows:

	<u>2017</u>	<u>2016</u>
Interest Income	\$ 1,677	\$ 1,527
Dividend Income	<u>95</u>	<u>105</u>
Total	<u>\$ 1,772</u>	<u>\$ 1,632</u>

Note 3 – Administrative Fees

The Association engages the Florida League of Cities, Inc. (FLC) to provide administrative services for an annual fee plus reimbursement of certain out-of-pocket expenses. In April 2015, the administrative services agreement was extended through June 30, 2018. The fee arrangement is based on the annual fee for the year ended June 30, 2015, as adjusted by the Consumer Price Index, with an annual minimum increase of 1% and an annual maximum increase of 5%.

Administrative fees of \$97,939 and \$96,969 were incurred during the years ended June 30, 2017 and 2016, respectively.

Accounts payable at June 30, 2017 and 2016 included \$137,998 and \$196,813, respectively, in fees and expense reimbursements due to FLC.

Note 4 – Meeting Management Fees

The Association engages FLC to provide meeting management services for the Association's Annual Conference and School of Governmental Finance for fees based on the number of registrants. The Association also engages FLC to provide meeting management services for the Association's Leadership FGFOA Conference. The contract also provides for reimbursement to FLC for certain out-of-pocket expenses. The current agreement is effective through July 31, 2018 and is cancelable by either party with 120 days' written notice.

The rates of \$30 per Annual Conference registrant and \$25 per SOGF registrant remain unchanged. A flat fee of \$2,000 for Leadership FGFOA was accrued in 2017.

Meeting management fees of \$38,590 and \$37,665 were incurred during the years ended June 30, 2017 and 2016, respectively.



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

President
Linda Howard

President-Elect
Kent Olson

Secretary/Treasurer
Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Frank DiPaolo

Nicole Gasparri

Michael Gomez

Jonathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Election Ad Hoc Committee

Executive Summary, Explanation or Background: The Committee held conference calls on October 2, October 13, November 1 and November 7. Part of the challenge for the Committee was that all of us view the election process through our own experiences, nor is there such a thing as a perfect process. But I do believe the recommendations will result in less politics and less contention in our organization, and I believe it will continue to attract quality candidates to serve on the Board. The recommendations reflect the consensus of the Committee, reached after much discussion, some disagreements and a few compromises forged to reach a final conclusion. Both the Final Report of the Committee as well as proposed by-law amendments that would implement the proposed changes are attached.

Recommended Action: Approve the recommendations included in the Election Ad Hoc Committee's Report and authorize the placement on the ballot of the proposed by-law amendments.

Kent Olson

January 26, 2018
Date

Election Ad Hoc Committee Report

President Howard appointed Kim Adams, Linda Davidson, Kent Olson (chair), Jason Loschiavo and Darrel Thomas to the Ad Hoc Election Process Committee at the Board of Directors Meeting held on August 25, 2017. The Committee held discussions via teleconference on October 2, October 13, November 1 and November 7. The Committee reviewed and discussed 1) the Composition of the Nominating Committee; 2) the number of candidates that should appear on the ballot for Director and Secretary-Treasurer; 3) Timing of Member Participation in the Election Process; 4) the size of the FGFOA Board and Progression to President; and 5) the term of office for Directors.

One of the guiding principles during our discussions was to focus on being a more cohesive organization and to avoid and minimize political maneuvering, acrimony, regionalism and any other source of factionalism that may occur in our election process. The group readily agreed the Nominating Committee should utilize a merit-based system which is inclusive in nature and will yield a Board of Directors that is representative of the active membership. Other points took longer for the Committee to reach consensus, and the opinions of several Committee members evolved over the course of our discussions. There were minority views expressed on a number of issues, including keeping the current size of the Board at eleven, providing for a floor nominating process, maintaining the current electronic voting process, and retaining a competitive process for the selection of Secretary-Treasurer. Every person on the Committee was willing to compromise (and did) in order to reach consensus. Ultimately, the Committee reached the consensus that is discussed in the remainder of this Report.

Nominating Committee Composition

The Committee discussed several potential structures for seating members on the Nominating Committee, including the current methodology, and the term of the service for each member of the Nominating Committee. Discussion included whether the three permanent members (Immediate Past President, President and President-elect) held too much sway over the Nominating Committee and who in the FGFOA is best able to judge the potential candidates for office. One option that was rejected was to have 5 chapter presidents serve on a rotating basis each year. The Committee was concerned that this would reinforce regionalism within the FGFOA and lead to the advocacy of local candidates. We were also concerned that the chapter presidents were not in the best position to see and judge prospective candidates (mainly committee chairs). We also discussed if we should have members serve on the Nominating Committee for more than one year and if the Nominating Committee should be a standing committee. Linda Davidson noted that the GFOA Nominating Committee had terms of more than one year. Some of the members of the GFOA Nominating Committee are committee chairs or former committee chairs, so they are in the position of judging their peers. The final recommendation from the Committee is

to have each President appoint two members to serve a three-year term on the Nominating Committee, with the President-elect serving as the chair. Should there be a vacancy on the Board during the year, the Nominating Committee would meet to appoint a replacement.

Rationale

- This will result in a seven member committee that will have continuity from year to year.
- The revised structure will diffuse the current concentration of influence exercised by the Immediate Past President, President and President-elect.

Number of Candidates on Ballot

After much discussion and debate, the Committee came to agreement that the Nominating Committee will field a slate with only enough candidates as there are open seats (1 candidate per open officer or director seat). There was some advocacy for the current system of fielding at least one more candidate than the number of open seats, but the Committee ultimately decided that ensuring at least one losing candidate per election was not beneficial to the organization. It was also affirmed that every potential candidate is required to provide an application to the Nominating Committee by the prescribed deadline.

Rationale

- The GFOA utilizes a slate format and does not have competitive elections.
- Most of the other state organizations that responded to a survey in the spring of 2017 also indicated that nominations were conducted using a slate format and did not involve competitive elections. Candidates were required to submit an application to be considered by the respective Nominating Committee.
- No longer guaranteeing at least one losing candidate per election will prevent electioneering.

Timing of Member Participation in Election Process

This topic also engendered a good deal of discussion, especially with the issue of nominations made from the floor at the annual meeting. Utilizing a slate process for candidates, the annual meeting would simply require a motion, second and an approving vote of the slate to elect the nominated candidates. While there were concerns about prohibiting nominations from the floor, others pointed out that floor nominees wouldn't have necessarily gone through the Nominating Committee process, plus it would require a vote of the members present at the annual meeting. During a rare time when a floor nomination was made at the GFOA Conference, it proved to be time-consuming, rather disruptive and the floor nominee was overwhelmingly defeated.

Rationale

- The Nominating Committee is the most appropriate vehicle to vet future candidates and prepare the slate of candidates.
- Nominations from the floor are disruptive, divisive and time-consuming events that circumvent the Nominating Committee's review.

Board Size, Progression to President, Terms of Office

The Committee discussed at length the optimal size of the Board, the progression from Director to potentially President, and the term of office for Directors. This was a topic of discussion on multiple phone calls.

The current Board structure requires a minimum of six years to go from the bottom to the top (Director through President); the maximum amount that can be served is 11 years (one two-year term and two three-year terms as a Director, plus three years as an Officer). The Committee agreed on an expected time frame of seven years, which assumes a single four-year term as a Director and then the three year ascension through the Officer ranks ending with the Presidency during the seventh year. With an automatic move up through the Presidency, then the optimal size of the Board would become seven. While there were concerns expressed about fewer voices to discuss issues, the recommendation is that the Committee Chairs will actively participate in Board discussions, helping to broaden the number and variety of viewpoints to be heard on any particular issue.

Rationale

- The proposed structure sets up an orderly progression from first year Director through President, and limits the commitment to serving on the Board to no more than seven years.
- The automatic progression ends the uncertainty, acrimony and political jockeying that occurs attempting to be nominated as Secretary-Treasurer.
- The automatic progression prevents Board members from hanging on in vain trying to move from Director to Officer.

Florida Government Finance Officers Association Constitution and Bylaws

Article I

The name of this Association shall be the Florida Government Finance Officers Association, Inc.

Article II

The purpose of this Association shall be to promote the improvement of government financial administration in Florida as developed and recommended by the Government Finance Officers Association of the United States and Canada, the Governmental Accounting Standards Board and other recognized authorities in the field of government finance and administration, which include the development of mutually understandable procedures of record keeping, accounting, budgeting, auditing and financial reporting; the encouragement of the use of common terminology, classification and principles in regard to those subjects; the encouragement of a policy in governmental units of having independent and regularly conducted periodic audits; the discussion and analysis of financial issues arising under the laws of Florida; the perpetuation of recruiting and training of qualified public officials and employees; the enhancement of employment standards and ethics to a level that will assure career employment in the field of governmental finance and administration; the achievement of greater success in the efficiency of delivering governmental services; the evolution of closer relationships and understanding among those concerned with government finance in the public jurisdictions of Florida; and other objectives of mutual interest to government finance officers.

Article III

Active membership may be held in the Association by any duly acting finance, accounting, budget, audit or administrative employee, whether elected or appointed, in a public jurisdiction of the State of Florida. Retiree membership may be held in the Association by any formerly active member who has duly retired from employment in a public jurisdiction of the State of Florida. Student Membership may be held in the Association by any person not eligible for active membership who is a full time student at a College or university, who is interested in the principles and practices of governmental finance, and who subscribes to the purposes of the Association. Associate membership may be held in the Association by any other person not eligible for active, retiree or student membership, who is interested in the principles and practices of government finance, and who subscribes to the purposes of the Association. The privilege of voting shall be limited to those holding active membership.

Article IV

Officers of this Association shall include: President, President-elect, and Secretary-Treasurer. The terms of all such officers shall be one year, commencing with election, or until their successor has been duly elected. Any active member shall be eligible for nomination by the nominating committee to an officer position provided he/she shall have served at least three years as a director. In order to be eligible for election to an officer position, any individual currently serving as an at-large member of the Board of Directors, whose current term of office is not scheduled to expire at the next regular annual meeting, shall be required to submit a written letter of resignation from their position as an at large member of the Board of Directors at least thirty (30) days prior to the election, which resignation need not become effective until the next successive installation of officers and Board members. Once a member has been elected by the membership to an officer position he/she shall, upon completion of the term for which he/she was elected, automatically serve successive terms in the next higher remaining officer positions.

In the event of a vacancy in the office of the Secretary-Treasurer, the longest tenured Director will automatically move into the vacant position. ~~President may fill the vacancy with any eligible active member on an interim basis for the remainder of that term of office, or may elect to leave the position vacant until the next annual meeting. Should the President elect to appoint an active member for that seat, the Board of Directors shall confirm the appointment by majority vote. In the event the Board of Directors shall fail to confirm the appointment, the President may appoint another active member, and this process shall be repeated until the Board of Directors confirms the appointment. A confirmation vote may be made by conference telephone call or by action at a regular or special meeting of the Board of Directors.~~

In the event of a vacancy in either the office of the President or President-elect, the next subordinate officer shall move into the vacant position. ~~Any member having been appointed as an officer on an interim basis, must, in order to ascend to the next officer position, be duly elected by the membership at the next annual meeting of the Association.~~ Duties of the officers shall be as set forth in the policies and procedures of the Association adopted by the Board of Directors, or shall otherwise correspond to those normally associated with such officers.

Article V

There shall be a Board of Directors consisting of the three officers and eightfour directors who shall be elected at large. The eightfour directors shall each serve for a term of threefour years. The terms of the directors shall be staggered so that at least twoone directors ~~areis~~ elected every year at the regular annual meeting. No director may serve more than twoone consecutive ~~three year~~ terms as director. ~~A three year term shall be defined as a consecutive period of time during which at least twelve quarterly board meetings have been scheduled. Once a director has served two consecutive terms, he/she may not be re-elected or appointed to the Board of Directors for at least one full year after those terms. In the case of a director elected to a term of office of less than three years (a partial term) or appointed to fill a director's seat (less than one year) due to a vacancy in a director seat, said director shall be eligible to serve as director for a maximum of three consecutive terms. Once a member has been elected by the membership to a director position he/she shall, upon completion of the term for which he/she was elected or upon the occurrence of a vacancy, automatically serve successive terms in the three officer positions, beginning with Secretary-Treasurer.~~

In the event of a vacancy in a director seat, the Nominating Committee shall nominate a member to fill the vacant seat. ~~President may appoint an individual to serve in that seat until the next scheduled election, or may elect to leave the seat vacant until the next scheduled election. Should the President elect to appoint an active member for that seat,~~ The Board of Directors shall confirm the appointment by majority vote. In the event the Board of Directors shall fail to confirm the appointment, the Nominating Committee~~President may shall nominate-appoint~~ another active member, and this process shall be repeated until the Board of Directors confirms the appointment. A confirmation vote may be made by conference telephone call or by action at a regular or special meeting of the Board of Directors. The newly appointed member will serve a term of up to four years as a director.

Transition

Beginning with the first election following adoption, there will be only one new director position open each year.

It shall be the duty of the Board of Directors to transact the business of the Association including arrangement of meetings as to time, place and program to study all matters referred to it by the Association; and to perform other duties pertaining to the advancement and welfare of the Association. Additional duties of the directors

shall be as set forth in the policies and procedures adopted by the Board of Directors, or shall otherwise correspond to those normally associated with such positions.

A majority of the Board of Directors shall constitute a quorum.

Article VI

There shall be a seven member Nominating Committee consisting of the President ~~elect~~, ~~Immediate Past President~~ as Chairman, ~~President elect~~, and six members appointed to staggered, three year terms. at least seven active members of the Association selected by the President. ~~The~~Each President shall appoint two~~select~~ members to serve a three year term based upon their knowledge of committee activities, local chapters and functions of the Board of Directors. In so doing, ~~the~~each President shall attempt to form~~maintain~~ a Nomination Committee that is a cross-sectional representation of the Association in terms of professional disciplines, and government types, sizes and geographical locations.

Transition

Beginning with the first election following adoption, the Immediate Past President will appoint two members to serve a two year term and the President will appoint two members to serve a three year term and two members to serve a one year term on the Nominating Committee.

Appropriate nominating and election policies and procedures shall be adopted to provide for mail-in ballots ~~or electronic online~~ voting.

Article VII

The Association shall hold one or more meetings per year, one of which will be the regular annual meeting. A written notice shall be ~~mailed~~provided to each member at least 30 days in advance of every regular meeting; special meetings may be held after suitable notice, at least 10 days in advance. At special meetings, only those matters specified in the call may be considered. A majority of the active members of the Association present, shall constitute a quorum for the transaction of any business that may come regularly before them at any regular or special meeting of the Association which has been duly called.

Article VIII

The fiscal year for this Association shall begin on July 1 of each year and end on June 30.

Article IX

The Board of Directors shall adopt an annual budget prior to the beginning of each fiscal year. If it fails to adopt a budget, then the amounts appropriated for the most recent fiscal year shall be deemed adopted on a month-to-month basis with all items prorated accordingly until such time as a budget is adopted.

During the fiscal year, the Board of Directors may amend the budget by transferring any unencumbered appropriations from one budget category to another as deemed necessary. In addition, if the Secretary-Treasurer certifies that there are available for appropriation, revenues in excess of those estimated in the original budget, the Board of Directors may make supplemental appropriations up to the amount of the excess revenues so certified.

Article X

The Board of Directors shall adopt and amend appropriate policies and procedures, including a schedule of dues by class of membership, in order to promote the effective and consistent operation of the Association. The schedule of dues by class of membership shall be amended by majority vote of the Board of Directors.

Article XI

A Life Honorary Membership, with all privileges of an active member, shall be accorded, upon written request to the President, to any Past President who is otherwise no longer eligible for active membership in the Association. In addition, a Life Honorary Membership, with all privileges of an active member, may be accorded to any individual, upon ~~affirmative vote of two-thirds of the active members present at any regular annual meeting of the Association~~ a majority vote of the Board of Directors.

Article XII

The Constitution and Bylaws shall be amended by mail-in ballot or electronic on-line voting and upon an affirmative vote of two-thirds of the active members of the Association who vote on such amendment. Written notice of the proposed amendment shall be sent to all active members at least 30 days prior to the deadline for the ballot on the amendment to be received by the Association.

No proposed amendment to these Bylaws which changes the structure of the officers, the Board of Directors or their respective terms of office, shall be considered by the membership unless it occurs concurrently with the approval of the membership, upon affirmative vote of two-thirds of the active members voting present of an implementation plan which provides for the orderly transition and implementation of the change.

Article XIII

The Board of Directors may establish and recognize local chapter organizations which shall be affiliated with the Association as set forth in the policies and procedures of the Association.

Last Revised: 06/14/2016



Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

Agenda Item

**2017-2018
BOARD OF DIRECTORS**

OFFICERS

President
Linda Howard

President-Elect
Kent Olson

Secretary/Treasurer
Ken Burke

DIRECTORS

Kimball Adams

Rip Colvin

Frank DiPaolo

Nicole Gasparri

Michael Gomez

Jonathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Meeting Date: February 9, 2018

Title of Item: Nominating Committee

Executive Summary, Explanation or Background:

The Nominating Committee is in place and will have our kick-off meeting during the week of February 12th. The calendar has been sent to all members (see next page) and we will adhere to it to meet required deadlines.

Nominating Committee Members:

President

President-Elect

Immediate Past President

Jason Laschivo

Joe Smith

Darrel Thomas

Patricia White

Lakia McNeal

Jennifer Desrosiers

Cindy Nenno

Lori Hill

Recommended Action: No action

Linda S. Howard

Linda Howard, President

2/9/18

Date

Florida Government Finance Officers Association, Inc.
Board of Directors
2017-2018

2017-2018 NOMINATING/ELECTION

Appointment to Nominating Committee	10/25/2017	
Nominating Committee Conference Call	Week of 02/13/2018	
Nomination Forms mailed	2/21/2018	
Completed nomination forms due & solicitation of comments	3/6/2018	
Distribute nomination forms to committee	3/7/2018	
Meeting of Nominating Committee	Week of 03/16/2018	
Notice of Slate of candidates to Active members	3/23/2018	1 week after NCM
Deadline for petitions of candidacy	4/6/2018	2 weeks after Notice
Online voting begins	4/13/2018	1 week after Petition
Deadline for ballots returned	4/26/2018	(30 days prior) 10 BD after voting
Election Committee tallies votes	4/26/2018	begins
Results emailed out once all notifications	4/26/2018	
Results announced at Annual Conference	6/19/2018	Business Meeting



Florida Government Finance Officers Association Certification Committee 2017-2018

Agenda Item Request

2017-2018

CHAIRPERSON

Kelly Strickland, CPA, CGFO

Finance Director

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kelly.strickland@sarasotafl.gov

BOARD LIAISON

Rip Colvin

COMMITTEE MEMBERS

Jeremy Baker

DeeDee Beaver

Rebecca Bowman

Teri Butler

Sondra D'Angelo

Carol Conol

Regina Frazier

Sarah Graber

Sheron Harding

Lori Hill

Karen Keith

Linda Logan-Short

Matt Pazanski

Robin Ragaglia

Diane Reichard

Sharon McGuire

Bob Miller

Cheryl Miller

Matt Misco

Johnna Morris

Michael Perry

Mary-Lou Pickles

Olga Rabel

Anne Marie Ricardi

Jamie Roberson

Martin Sherwood

Lorrie Simmons

Scott Simpson

Diane Smith

Todd Taylor

Pamela Winston

Meeting Date: February 9, 2018

Title of Item: Certification Committee Update

Executive Summary, Explanation or Background Information on

1. Our 3rd Committee meeting is scheduled for 1/24/18. Since our last meeting, our committee/subcommittees have been busy working on the Spring Webinars and the CGFO Review and Exam RFQ. As requested by the FGFOA Board at the previous meeting, I have attached the CGFO exam pass/fail rates for 2015, 2016 and 2017.

2. Subcommittee Updates –

Applications and Renewals Subcommittee – Update and Discussion – Matt Misco is this subcommittee's chair. For this quarter, there has only been one application since the end of November. The subcommittee is waiting for new applications to come in and then the eventual CGFO renewal review.

Exam and Review Subcommittee – Update and Discussion – Jeremy Baker is this subcommittee's chair. This subcommittee is working on finalizing the CGFO review webinars for the Spring exams.

The webinars are tentatively scheduled for February, March and April. They will be scheduled for every other week, 2 days a week, and 2 hours each. This is the same format that we used last Spring. The exams are tentatively scheduled for Friday, April 27, 2018. Enough testing sites will be secured in a location where each candidate has no more than 1 hour to drive.

Exam Question Review Subcommittee – Update and Discussion – Lorrie Simmons is this subcommittee's chair. This subcommittee has completed the scope for an Request for Qualifications (RFQ). The RFQ included a re-write of the exam, updated review courses for each subject and a review study guide. This information, as well as a proposed timeline has been submitted to Paul Shamoun and Jill Walker for distribution.

Recommended Action: Accept Report.

Kelly Strickland

Kelly Strickland

1/17/18

Date

CGFO Exam Overview

Spring 2015 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
5	14	19	8	13	21	6	20	26	8	23	31	3	20	23	30	90	120

Fall 2015 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
35	30	65	# 18	40	58	14	49	63	34	26	60	22	26	48	123	171	294

Spring 2016 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
23	19	42	12	30	42	13	43	56	15	35	50	19	33	52	82	160	242

Fall 2016 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
27	27	54	27	32	59	24	49	73	27	36	63	16	45	61	121	189	310

Spring 2017 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
6	21	27	13	28	41	24	25	49	11	24	35	13	38	51	67	136	203

Fall 2017 - Exam Totals

Pass	AFR Fail	TOTALS	Pass	DA Fail	TOTALS	Pass	FA Fail	TOTALS	Pass	MB Fail	TOTALS	Pass	TM Fail	TOTALS	Pass	Fail	TOTALS
11	19	30	10	24	34	20	14	34	25	7	32	10	22	32	76	86	162

CGFO Exam Overview

TOTALS - 2015 through 2017

AFR			DA			FA			MB			TM			Overall Totals		
Pass	Fail	TOTALS	Pass	Fail	TOTALS	Pass	Fail	TOTALS	Pass	Fail	TOTALS	Pass	Fail	TOTALS	Pass	Fail	TOTALS
107	130	237	88	167	255	101	200	301	120	151	271	83	184	267	499	832	1331



Communications Committee
Update to the Board
Meeting Date: February 09, 2018

Agenda Item

2017-2018

CHAIRPERSON

Rebecca Pine

Director of Financial & Support
Services

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BOARD LIAISON

Linda Howard

COMMITTEE MEMBERS

Emily Alves
Darcy Eckert
Robyn Lawrence
Tresa Petty-Edwards

Meeting Date: February 9, 2018

Title of Item: Communications Committee Progress Update

Executive Summary, Explanation or Background Information on Request:

The Communications Committee was presented with several goals. Progress on each of the goals is presented in the attached pages. Additionally, progress for the benchmarks for Facebook and Twitter is included as well.

Background:

The Communications Committee has been using Facebook and Twitter and recently began to use LinkedIn to post FGFOA related communications to social media. Based on the survey results social media does not seem to be a priority for FGFOA members. The reason for this lack of participation in social media for work is perhaps that our members work in a government environment. In Government workplaces, many social media pages are considered “banned” pages and as a result, our members are unable to access them while at work. The Communications Committee Chair has spoken with GFOA since they have such a large social media presence and discovered that they have an employee that is dedicated to social media and membership engagement. Since the Communications Committee is a volunteer group with limited time to devote to the Board’s goals, FGFOA may want to consider hiring an employee to focus on membership marketing and membership engagement (including social media). However, the Communications Committee cannot make this recommendation at this time, as we are unsure if our efforts have assisted FGFOA in gaining new members, engaging current members, and increasing enrollment in various training courses. In order to calculate the true value of social media engagement to new members, the Board should include questions in its future surveys such as, “how did you learn about this event, hear about FGFOA, decide to attend this training session, etc.”

In regards to the membership survey, there were several comments regarding the ability to have the listserv work differently. Suggestions included a weekly e-mail option with threaded responses. The

Communications Committee
Update to the Board
Meeting Date: February 09, 2018

Recommendations:

1. Communications Committee recommends that the board look into different listserv software that uses threaded discussion instead of the current e-mail system.
2. In future surveys include questions such as, “how did you learn about this event, hear about FGFOA, decide to attend this training session, etc.”?
3. Consider dedicating paid staff to manage social media
4. Consider having an FGFOA Social Media Award recommended criteria is as follows. The goal would be to engage our local chapters and encourage them to use Social Media to get out messages for both their chapter and FGFOA.
 - a. Announcement of Award(s) – this could be posted on our Social Media pages, our website, etc. Perhaps with reminders every month or so.
 - i. At the FGFOA Annual Conference in June in Orlando, the FGFOA will be awarding the first annual “Social Media Award” for the Local Chapter that is best using social media to communicate with its members. If you would like your local chapter to be considered, please contact XXX with information about how your chapter uses social media. Deadline to submit your chapter is May 1, 2018.
 - b. When - To be awarded at the FGFOA Annual Conference by FGFOA President, during Conference Luncheon
 - c. Who Deciding - FGFOA Communications Committee will select the winner, will tell FGFOA of winner by May 14th
 - d. Prize – some sort of plaque/photo opportunity to be given to winning local chapters’ president. I’m assuming the FGFOA will be making this plaque using their normal vendor.
 - e. Cost to the FGFOA – value of prize, should be minimal

Submitted by

RebeccaPine

Rebecca Pine, Committee Chair

Communications Committee
Update to the Board
Meeting Date: February 09, 2018

Goals:

1. Review and update committee manual by 05/2018
 - a. Update 6/28/17: Rebecca Pine will draft an outline for the committee manual, using existing committee PPMs as guidelines by the end of July 2017. PPM should include guidelines for chapters for sharing and promoting FGFOA message. Social Media guidelines should be included as an attachment to the manual.
 - b. Update 10/19/2017: Rebecca has not yet drafted the committee manual, but plans to have it completed by the original deadline of 05/2018.
2. Generate ideas for marketing the FGFOA showcasing the value of membership
 - a. Update 6/28/17: In progress.
 - i. FGFOA can help you get that job you've always wanted: One idea is to create a listserv for job postings for members. Filling jobs with qualified candidates has been challenging and we have an entire pool of potential candidates with FGFOA members. Is there a way to automatically send out job postings to members that "subscribe"? Should we be using twitter to push job postings?
 - b. Update 10/19/2017:
 - i. Working with Karen Pastula to record testimonials for Leadership FGFOA and CGFO certifications. Provided questions that should be asked as part of the testimonials. Once the videos are recorded, the Communications Committee will "advertise" them via social media.
 - ii. Asked on the FGFOA Members survey if members would be interested in a members only Facebook group similar to the one created by GFOA. GFOA is using the group as a communications opportunity for members. This could be used in addition to the current forums that are used via e-mail.
 - iii. GFOA has also created a jobs posting on Twitter; however, we learned that it updated manually.
3. Consider setting up "speed dating" type informational event at conference and school.
 - a. Update 6/28/17: Need clarification. Is this for signing up for committees?
 - b. Update 10/19/2017: The Communications Committee would be interested in participating at conference or school of government finance.
 - c. Update 11/13/2017: Done at SOGF – went well
4. Engaging local chapters to help push out FGFOA goals and strategies.
 - a. Update 6/28/17: Rebecca Pine will assign a committee member to this task.
 - b. Update 7/21/17: Assigned to Tresa Petty-Edwards
 - i. Chapter Presidents: Should be sending us content and sharing FGFOA content on their social media and website. Need a list of all of their social media accounts so that FGFOA can follow and like.
 1. 7/24/17 Assigned to Tresa Petty-Edwards

Communications Committee
Update to the Board
Meeting Date: February 09, 2018

2. 10/19/17: This task was completed
3. 11/13/2017: Social Media is not a priority of the chapters and most of them don't use social media. They use FGFOA site to post their items. We need to follow the facebook pages and/or twitter sites of the chapters. They don't need to send us content if they are already sending information to FGFOA in another manner or if they post on their social media sites.
5. E-mail Committee Members and let them know their assigned liaison with the Communications Committee.
 - i. Committee Members: Should be contacting liaison with content. Ask that the members follow us on twitter and like the FB page.
 1. 7/24/17 Assigned to Darcy Eckert
 2. 10/19/17: This task was completed
6. Conduct member satisfaction survey regarding FGFOA services provided to members. Work with The League to develop survey
 - a. Update 6/28/17: Rebecca Pine will contact other membership organizations and see if they have a template for a membership survey. If she doesn't hear back by the end of next week, she will reach out to the Communications Committee for survey ideas.
 - b. Update 7/21/17: Linda Howard will work with the League on a membership survey template.
 - c. Update 10/19/2017: Survey was sent to the membership. The Committee is looking forward to reviewing the results.
 - d. Update 11/13/2017: Main thing was need to add LinkedIn
 - i. Merrily will send us a copy of the survey results.
 - ii. Possibly, since Facebook and twitter are banned from most government agency use during the day we can focus on LinkedIn. E-mail Dana and copy Paul and Linda to setup a LinkedIn.
 - e. 12/6/17 Due to the response from the membership survey FGFOA has established a LinkedIn account. The committee would like to encourage all FGFOA members to follow our newly launched LinkedIn page.
7. Rollout Social Media platform
 - a. Continue to implement social media policies
 - i. Update 6/28/17: Rebecca Pine and Emily Alves will be content posters.
 1. Assign Committee Member(s) to following content gathering tasks:
 - a. Chapter Updates
 - i. 7/21/17 assigned to Tresa Petty-Edwards
 - b. Committee Updates
 - i. 7/21/17 assigned to Darcy Eckert
 - c. Relevant Articles
 - i. 7/21/17 assigned to all members. Emily suggested that we follow like government agencies so we can use re-tweet and share their posts.
 - b. Implement and monitor benchmarks. Report successes to board quarterly

Communications Committee
Update to the Board
Meeting Date: February 09, 2018

- i. Update 6/28/17: Assigned to Rebecca Pine
 - c. Request changes to benchmarks as/if needed during board meetings
 - i. Update 7/21/17: Assigned to Rebecca Pine
- 8. Ask local chapters to recommend members for state committees
 - a. Update 6/28/17: This can be done in conjunction with #4.
- 9. Social Media push of information strategies - Continue to implement social media policy and look at increasing benchmarks and goals.
 - a. Update 6/28/17: This can be done in conjunction with #4 and #6b
- 10. Promote Leadership FGFOA
 - a. Work with Membership/Leadership Committee on getting the testimonials.
 - i. Once received Communications Committee will post to FGFOA Social Media.
 - ii. Communications Committee will work with Local Chapters to post testimonials from their members to their websites and social media pages.
 - iii. 10/19/17: In progress. Sent question to Karen Pastula to use for testimonials at the School of Government Finance.
 - iv. 11/13/2017: Promoted on Social Media (still need testimonials to post with pictures of prior attendees)
 - 1. 12/6/17 Posted Registration on FB, Twitter, and LinkedIn
 - 2. 1/4/18 Posted deadline to submit application on FB, Twitter and LinkedIn
- 11. Develop Communications Timeline/Plan for promoting events/programs
 - a. Create event
 - b. Promote event
 - c. Brand FGFOA Events/programs (establish hashtags)
 - v. e.g. #leadershipFGFOA, #bootcampFGFOA
 - d. 10/19/17: The Committee has been using Facebook and twitter to post any communications being sent by FGFOA to social media. The Committee cannot create events to the Facebook page using Hootsuite. If the Board would like the committee to post events on Facebook so that they show up as invites, then we may want to do so using a closed membership only group so that the events don't post to the public. Unless the board would like members and non-members to see the events.

Communications Committee
Update to the Board
Meeting Date: February 09, 2018

FGFOA Facebook Benchmarks

Benchmark	Page Likes	Post Likes	Shares	Comments
Description	Number of people following the page (Currently 334 as of October 2016)	Average number of likes per post (Currently 3 or 4 for information; up to 35 for group)	Number of people who share the post with their network (Currently 0 to 2 shares per post)	Number of people who comment on a post (Currently 0 to 3 comments per post)
Year 1 Goal	Increase to 400	Average 30 likes per post	Average 2 shares per post	Average 3 comments per post
Continuing Goal	Increase by 10% each year	Increase by 5% each year	Increase average by 1 share per post each year	Increase comments by 2 per post each year
07/1/17-08/09/17	391+1=392	4	0	0
8/9/17-10/19/17	412	95	26	3
10/19/17-01/04/18	412	62	9	1

FGFOA Twitter Benchmarks

Benchmark	Followers	Tweet Likes	Retweets	Replies
Description	Number of people following the account	Average number of likes per tweet	Number of people who retweet a tweet	Number of people who reply to a tweet
Year 1 Goal	250 followers	Average 20 likes per tweet	Average 2 retweets per tweet	Average 1 reply per tweet
Continuing Goal	Increase by 10% each year	Increase by 5% each year	Increase average by 1 retweet per tweet each year	Increase average by 1 reply per post each year
07/1/17-08/09/17	17+29=46	0	2	0
8/9/17-10/19/17	50	7	2	1
10/19/17-01/04/18	50+9=59	9	0	0

FGFOA LinkedIn Analytics

Benchmark	Followers	Likes
Description	Number of people following the account	Average number of likes per post
Inception to date	4	2



Florida Government Finance Officers Association Conference Host Committee 2017-2018

Agenda Item Request

2017-2018

Co-CHAIRPERSON

Lisa Snead
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Co-CHAIRPERSON

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BOARD LIAISON

John McKinney

COMMITTEE MEMBERS

Ashley Ariaga
Victoria Barnett
Patricia Barthlow
Yenisey Bayolo
Heidi Brocks
Pam Brosonski
Maria Camacho
Marcia Carty
Raquel Castellon
Jacki Churchill
Cecilia Guerrero
Pennie Hill
Jeff Huenink
Shandra Jenkins
Sheila Jones
Shari Mello
Laurie Nossair
Marisol Pereira
Lacy Smith-Castillo
Shelly Telkamp
Tameka Williams

Meeting Date:

02.09.18

Title of Item:

Host Committee Update

Executive Summary, Explanation or Background Information on

- We have arranged visits on January 19, 2018 to the Orlando World Marriot Hotel and the Planet Hollywood by Host Committee members to go over a few items relating to the Hospitality Suite, Golf Tournament and the Tuesday Night event.
- Logo draft to be finalized. Awaiting update from Committee sub-chair and will have an update at next board meeting.
- Mayor Jacobs was requested as the speaker for the Opening Ceremony but will not be available so we are exploring other options at this time. Confirmation will be received hopefully by early February 2018.
- Hospitality Suite options being explored as we are hoping to have more space for dancing, pool tables, and the possibility of heavier appetizers.
- The Association Night sub-committee will be meeting to draft bingo rules etc. and will hopefully have an update to Co-Chair Ian Evans-Smith before our next Board meeting.

Recommended Action:

None at this time



Florida Government Finance Officers Association

Conference Program Committee

2017-2018

Agenda Item Request

2017-2018

CHAIRPERSON

Bryan Cahen, MPA
Budget Director
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BOARD LIAISON

Frank DiPaolo, CPA, CGMA

COMMITTEE MEMBERS

Michelle Blackstock
Lynda Boswell
Rob Broline
Natalee Camoesas
Raquel Castellon
Zach Chalifour
Yvonne Clayborne
P. Ross Cotherman
Greg Cowan
Ceci Guerrero
Nicole Jovanovski
Crystal Kinzel
Jeffrey Larson
Monti Larson
Steve Milford
Susan Nabors
Yvette Phillip
Jeanette Phillips
Michael Quesada
Tanya Quickel
Rebecca Reynolds-Russell
James Rizzo
Ted Sauerbeck
Sharon Stark
Allison Teslia

Meeting Date: February 9, 2018

Title of Item: Conference Program Committee Update

Executive Summary, Explanation or Background Information on Request:

Since the last Board Meeting, the Conference Program Committee has been hard at work updating the 2018 program, refining the list of topics and speakers and beginning to formalize all the speaker details. The Committee is very close to having a final version.

Attachments: Revised schedule with revisions since last Board meeting. An updated version may be provided prior to the meeting on February 9th, if there are any additional changes.

Recommended Action: Review the program revisions since the last meeting and provide feedback so a final master schedule can be completed.

Bryan Cahen

12/29/2017

Date

2018 FGFOA Conference Program
June 16-20, 2018 | Marriott World Center | Orlando, FL

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, and Personnel	Banking, Investment, Risk, Treasury Management, and Debt Management	Technology
Saturday 06/16/18 8:00 AM to 9:40 AM			Title: Leadership - Motivating a new team and strengthening the existing team Topic: How to motivate a new team while strengthening your existing team. Learn skills and tools to be able to do both. Speaker: Rick Whitted, Professional Speaker	Title: Best practices in Investments - How to approach Investments given current market conditions Topic: Best practices in Investments; Session topic to be expanded as the conference approaches, that will fit with the climate at that time i.e. tax bill implications Speaker: Damien Grant, Vice President, Multi-Bank Securities, Inc., Greg Pagans, Vice President, Multi-Bank Securities, Inc	
Saturday 06/16/18 10:00 AM to 11:40 AM			Title: Leadership - Looking for integrity & ethics – are they lost? Topic: Session focuses on integrity and ethics of leaders - Codes of ethics to live by? What happens when leaders lose their compass? Can you get back on the path? Speaker: John A. Carey, Palm Beach County Inspector General and Lynn Tipton, Florida League of Cities	Title: The weight of an Investment Officer Topic: How do I determine the appropriate Investments for my local government, and manage the responsibilities of being the Investment Officer per F.S. 218.415? Speaker: Phillip Borozny, Polk County Clerk & Comptroller's Office, Investment Manager and Andrew Jacobsen, Managing Officer, Cash and Investments, Pinellas County Schools, Jeff Kern, Water Walker Investments	
Saturday 06/16/18 1:00 PM to 2:40 PM			Title: Leadership - Building a Culture of Confidence & Engagement Topic: When your Leader builds a culture of confidence and engagement the entire team is better for it and more importantly, the residents benefit.	Title: The U.S. Agency Market: the 500 Pound Gorilla! Fannie Mae, Freddie Mac, Home Loan Bank, Farm Credit, etc. Topic: This session will uncover who these government sponsored entities are, why they are so critical to the housing market and what's changed since the financial crisis. We will also highlight the available structures, how to analyze the risks (credit, optionality, convexity), where we see current value and most importantly why GSE debt should have a strategic place in your portfolio for optimal performance.	

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			Speaker: Colonel Danny McKnight, US Army, Retired	Speaker: Doug Boyer, Sr. Vice President of Agency Trading, Duncan Williams and Chad McKeithen, Director of Institutional Fixed Income , Duncan Williams	
Saturday 06/16/18 3:00 PM to 4:40 PM			Title: Leadership – Leveraging strengths: The key to developing leaders. Topic: Extensive research shows successful leaders invest more in developing their innate strengths & talents, & pay close attention to what energizes them. Conventional approaches of fixing weaknesses are ineffective, leading only to individual & organizational mediocrity. See ways for leaders to identify & leverage their own strengths to increase engagement & innovation. Learn to identify & leverage your personal strengths using realistic tips, techniques, & strategies at work. Speaker: Jay Redman, PRISM Consulting and Kimberly Gibbons, Director of Human Resources, Village of Wellington	Title: Using Benchmarks to Assess Portfolio Risk and Return Topic: Measuring portfolio risk and return results against appropriate market benchmarks is a technique to verify that all the investment objectives are being met and that portfolio investment returns are appropriate for the risk incurred. Comparing total return to a proper benchmark or index is the preferred means for assessing performance relative to risk and investment objectives. Speaker: Ellis Phifer, Managing Director in Fixed Income Research, Raymond James; Local government speaker TBD	
Sunday 06/17/18 1:00 PM to 2:40 PM	Title: GASB Update Topic: This session will include a general update on future pronouncements and proposals affecting state and local government. Speaker: David Bean, CPA, Director of				Title: Paper to Electronic: Efficient Government Finance Automation Topic: Does your organization use mobile payments, same-day ACH, EMV chips, pins, electronic signatures; This session will discuss the metamorphosis of paper to electronic, making government finance automated. Speaker: Lyn Boswell

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	Research & Technical Activities, Governmental Accounting Standards Board and Brian W. Caputo , Ph.D., C.P.A. Vice President, Administrative Affairs and Treasurer (CFO) College of DuPage, GASB Board Member				Finance Director, Temple Terrace
Sunday 06/17/18 3:00 PM to 4:40 PM	Title: GASB Hot Topics Topic: This session will include the latest news from GASB and provide answers to address public confusion on current pronouncements. Speaker: David Bean , CPA, Director of Research & Technical Activities, Governmental Accounting Standards Board and Brian W. Caputo , Ph.D., C.P.A. Vice President, Administrative Affairs and Treasurer (CFO) College of DuPage, GASB Board Member		Title: Personnel - Interviewing for successful employees Topic: Learn the steps that it takes to have in place to be able to find successful employees. These steps may include having a solid HR framework established beforehand, conducting recruiting planning meetings, identifying appropriate interview questions and establishing feedback session with new employees. Speaker: Katie M. Busch , GRP, SHRM-SCP, Lead Compensation Consultation Consultant, HR Compensation Consultants, LLC and Kimberly Gibbons , Director of Human Resources, Village of Wellington		
Monday 06/18/18 8:10 AM to 9:40 AM	Opening Ceremony - Colonel Danny McKnight, US Army, Retired	Opening Ceremony - Colonel Danny McKnight, US Army, Retired	Opening Ceremony - Colonel Danny McKnight, US Army, Retired	Opening Ceremony - Colonel Danny McKnight, US Army, Retired	Opening Ceremony - Colonel Danny McKnight, US Army, Retired
Monday 06/18/18	Title: The GASB's "Big Three" Projects Topic: The Governmental Accounting Standards Board (GASB) has two projects on its current technical agenda and one project on its research agenda that have	Title: Economic Update Topic: Economic conditions affect budgeting and financial planning functions in all governmental entities. This session will discuss the current state of the economy	Title: How Do They Do It? Best Practices for Small Governments Topic: For a long time, Government Finance practitioners have been under pressure to "do more with less". Small governments (<25,000 residents, <\$25 million		Title: Blockchain - What is it and how can it help my finance department? Topic: What is Blockchain? Come learn about this self-auditing ecosystem of a digital value, its relevance to public government and how this technology can help

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10:00 AM to 11:40 AM	<p>the potential to significantly affect the way that state and local governments in the United States accomplish their accounting and financial reporting. Projects reexamining the financial reporting model and considering how revenues and expenses are recognized are currently underway. Also, depending upon the results of research, the content of financial statement notes may change. This session will provide information on the major issues that the GASB must address in each project.</p> <p>Speaker: Brian W. Caputo, Ph.D., C.P.A. Board Member, Governmental Accounting Standards Board and Vice President for Administrative Affairs & Treasurer (CFO), College of DuPage, Illinois</p>	<p>and provide national, state and regional trends.</p> <p>Speaker: Carl Mastroanni, CFA, Senior Product Specialist Fixed Income and Currency and Jason Celente, CFA, Senior Portfolio Manager, Insight Investment</p>	<p>budget) are continually faced with constraints on the levels of staff and other resources available to get the job done. This session will discuss some real-world best practices including the use of technology that help Finance professionals in small governments excel in their multi-faceted roles.</p> <p>Speaker: Diane Reichard, Chief Financial Officer, City of Plant City, and Frank L. DiPaolo, CPA, CGMA, Finance Director City of Lighthouse Point</p>		<p>your organization in the technological age.</p> <p>Speaker: Gino Gonzalez, Price Waterhouse Coopers and Bob Sabo, Cloud Strategic Programs Director, Oracle</p>
Monday 06/18/18 1:10 PM to 2:00 PM	<p>Title: Local Government Accountability Update</p> <p>Topic: Update from the Florida Auditor General's Office on current issues pertaining to local governments.</p> <p>Speaker: Derek Noonan, Florida Auditor General's Office</p>	<p>Title: Effective Budget Presentations – Getting Beyond The Recitation Of Numbers</p> <p>Topic: The nuances of government finance are difficult even for seasoned finance professionals to understand; imagine the layperson attempting to grasp the annual budget in one sitting. To be effective, a budget presentation must be more than a recitation of numbers. This session will cover strategies for conveying important financial information to a variety of audiences.</p> <p>Speaker: William Berger, Pinellas County Office of Management & Budget</p>	<p>Title: RFP Design - procuring services with the future in mind</p> <p>Topic: Request For Proposals (RFP) Design is important and this session will provide information on the proper design with the future in mind.</p> <p>Speaker: Kirk Buffington, Director of Finance, City of Fort Lauderdale</p>	<p>Title: Roles and Responsibilities of team members in a long term bond financing</p> <p>Topic: As tax laws change, and capital financing plans evolve, come hear a panel discuss the roles and responsibilities of a local government's Financing Team, including the Bond Counsel, Financial Advisor, Disclosure or Underwriter's Counsel, Investment Bank, Rating Agencies, Bond Insurers, and other team consultants. Discussions will include an overview of some of the key stages of a Bank Financing or Bond Financing Timetable.</p> <p>Speaker: Linda Senne, CPA, Director of Finance, City of Venice; Julie Santamaria, Managing Director, RBC Capital Markets, and Steve Miller, Partner, Nabors Giblin Nickerson.</p>	
Monday	<p>Title: Yellow Book & Single Audit Update</p>	<p>Title: Financial Planning & Modeling – The Basics</p>		<p>Title: Managing my governments investments</p>	<p>Title: Lessons Learned on Cybersecurity, Payments Security and Cyber Fraud.</p>

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06/18/18 2:20 PM to 3:35 PM	<p>Topic: This session will include a general update on the Yellow Book and Uniform Guidance pronouncements affecting state and local government.</p> <p>Speaker: Bill Blend, Partner, Moore Stephens Lovelace</p>	<p>Topic: Financial Modeling is a tool that can be used to forecast an entity's future financial performance based on its historical performance. A good financial model should be relatively simple; focus on key cash flow drivers; clearly convey assumptions and conclusions; and evaluate risks.</p> <p>Speaker: Michael Burton, Vice President, Stantec and Eric VanMalssen, Managing Consultant, Stantec</p>		<p>Topic: What are some strategies to manage my government's Investments if I am too small to have an outside Investment Advisor or a dedicated internal staff Investment Officer? Reporting to Elected Officials and others on the status of your portfolio</p> <p>Speaker: Cheryl Chiodo, Finance Director, City of Inverness, Board Treasurer, Inverness CRA; Jeff Larson, President, Larson Consulting Services, Licensed Municipal Advisor</p>	<p>Topic: Cybersecurity is and will continue to be one of the most critical issues facing local governments. This session will dive into the risks and challenges local governments face in the new electronic world, while also taking a look at what can be done to stay ahead of the curve and mitigate the risk of loss from data beaches, account takeovers, phishing, and other cybersecurity threats.</p> <p>Speaker: Curtis McAllister, James Moore & Co.</p>
<p>Monday 06/18/18</p> <p>3:55 PM to 5:10 PM</p>	<p>Title: Accounting Complexities facing local governments</p> <p>Topic: The session will continue to provide answers to a series of hypothetical questions that present complex accounting and financial reporting issues facing many Florida governments of varying sizes and structure</p> <p>Speaker: Andrew Laffin, CPA, Principal, Clifton Larson Allen LLP</p>		<p>Title: Workers Compensation Risks and Best Practices</p> <p>Topic: How best to manage presumption. This session will discuss workers compensation risks and best practices in workers compensation. Learn tips from a private sector risk management consultant and hear how to manage risk from a government practitioner.</p> <p>Speaker: Kate Grangard, CPA, CGMA Chief Financial & Operating Officer, Gehring Group and Local Government Practitioner</p>	<p>Title: The changing landscape of Money Market</p> <p>Topic: This session will look at the changing landscape of money market funds. This session will explore the pros and cons as an investment vehicle in today's financial markets.</p> <p>Speaker: Scott Wachs, Executive Director/Morgan Stanley Investment Management</p>	<p>Title: IT Modernization Part 2 – Become Your Own Forensic Investigator.</p> <p>Topic: This session will include a recap of the main points from last year's session on "Bringing Government from Obsolete to Cutting Edge". The session will also include a more in depth discussion and exploration of new system tools available to protect your organization so you can become "future ready." With new systems and the technology available, there are a variety tools that can be used to provide more value to financial reporting, manage department budgets, and identify anomalies to proactively address matters before they become issues.</p> <p>Speaker: Brent Pruim, CPA Manager/Assurance Strategic Business Analyst, Rehmann</p>
5:15 PM to 6:30 PM	"Emerging Leaders" Networking and Social Event				

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Tuesday 06/19/18 8:00 AM to 9:15 AM	Title: Let's revisit internal controls - Small government focus Topic: This session will provide and auditors' and finance personnel perspective and insight on approaching small government internal control matters. Real-world examples would be utilized to highlight staffing concerns leading to segregation of duties issues and how to mitigate those risks. The session will help small governments approach the concerns in an environment where one-size not always fits all. Speaker: Marc Grace , CPA, Keefe McCullough and Alfredo Riverol , CPA, CRFAC, CGFM, CGMA Finance Director/CFO, City of South Miami	Title: Building An Effective Capital Budget and Reserve Policies – Planning for the Future Topic: This session will provide best practices and case study examples on how to balance the prioritization of needs and available funding options; assess impacts of proposed capital projects on service-level requirements and community needs; and analyze the potential impacts of capital projects on the operating budget. This session will also focus on how to create a better decision-making process for using surplus balances, with a focus on establishing structures that promote long-term sustainability, and will include discussion about Government Finance Officers Association best practice recommendations regarding fund balance and working capital reserve policies. Speaker: Sharon McGuire , City of Boca Raton, Office of Management and Budget Director	Title: Records Management: Space, money saving, E-discovery. Lifecycle of records: Plan for it. Topic: This session will explore the topic of Records Management and how important it is to have a plan. Meeting retention & disposal requirements, the management of records, ways to save money for your government and utilizing technology will al be discussed. Speaker: Lucia Ungaro , Records Retention Supervisor Broward County Schools	Title: The Importance of Debt Management, Fund Balance, and Disclosure Policies Topic: How to develop these policies, make them apply to my local government and provide a background for good financial management, and support any financing program Speaker: Mark Mason , CPA, Finance Director, City of Tamarac; Lisa Olsen , Senior Executive Director, Digital Assurance Certification ("DAC"), Michael Rinaldi , Managing Director, Fitch Ratings (Michael to be confirmed)	
Tuesday 06/19/18	Title: Introduction to Governmental Accounting	Title: Understanding the Fundamentals Of Tax Revenues	Title: Legislative Update		Title: Audit Risk in the IT Process

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9:35 AM to 10:50 AM	Topic: This session will look at the basics of governmental accounting. Fund accounting, different types of funds and when to use them. Accounting 101. And it might be a nice refresher for more experienced accountant. Speaker: Andrew S. Fierman , CPA, Partner, Alberni Caballero & Fierman, LLP and Enrique Llerena , CPA, Alberni Caballero & Fierman, LLP	Topic: Finance officers are often very focused on increasing millage rates and ultimately tax revenues without being focused enough on the factors that ultimately drive tax revenue, such as tax and fee policies, economic development, demographics, population, and land-use policies. This session will explore what finance officers can and should be doing to understand these factors, communicate issues to key stakeholders, and ultimately work with appropriate leaders to improve long-term financial sustainability. Speaker: Jan Brewer , Director of Financial Management and Sheila Ballesteros , Senior Budget Manager and Interim Budget Division Manager, Manatee County Financial Management Department	Topic: This session will review the 2018 legislative session, review bills that passed and failed, discuss their implications on local governments Speaker: Amber Hughes , Florida League of Cities and Laura Youmans , Florida Association of Counties		Topic: This session will explore various audit risks that exist modern IT departments and systems, and how those risks can be overcome. Potential solutions that will be explored include outsourcing of certain IT controls to 3rd parties, hosting IT systems in the cloud, and the implementation of standards based models to better organize and manage the IT operations Speaker: Joel Knopp , Moore Stephens Lovelace CPAs & Advisors and John Christly , Global Chief Information Security Officer / Chief of Compliance, WHOA Networks Inc.
Tuesday 06/19/18 11:10 AM to 12:00 PM	Title: Risky Business: How to Protect Your Entity Topic: This session will identify the key programs / areas / processes within government entities that are most at risk for fraud and / or misappropriation of assets (including physical assets /cash / time etc.). This session will utilize real life examples to provide guidance on how to help protect your entity in these risky areas. Speaker: Debbie Goode , CPA. and City Representative , TBD	Title: Pension & OPEB Planning for Budget Topic: Employee compensation packages may include pension, health-care, and other benefits for employees who have completed their active service. Such benefits can represent a significant challenge in terms of funding and long-term sustainability. This session will discuss the need to ensure such benefits are sustainable over the long-term, affordable to stakeholders, competitive, and sufficient to meet employee needs. Speaker: Joseph L. Griffin and Timothy G. Bowen , Conduent Human Resource Services	Title: FEMA, Disaster Preparation and Recovery Topic: Hurricane Season started June 1. Declaring a State of Emergency, working with the Federal Emergency Management Agency (FEMA), disaster preparation and recovery after a storm. This session will explore the many facets of Hurricane season that all governments in Florida will face. Speaker: Nicole Gasparri , City of Boca Raton, FGFOA Board of Directors	Title: Navigating the Municipal Advisor Rule - Direct purchase bonds versus capital markets Topic: This session will explore the framework of the municipal advisor rule and the recommendations of municipal financial products. Speaker: David Moore , PFM; Underwriter and possibly a Commercial Banker (TBD)	
12:00 PM to 2:00 PM	Luncheon and Annual Business Meeting				
Tuesday	Title: Preparing the Comprehensive		Title: Strategic Plan – Technical	Title: You can't "chase" yield – but	Title: IT Performance: What is big

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<p>Tuesday</p> <p>2:00 PM to 3:15 PM</p>	<p>Annual Financial Report</p> <p>Topic: This session will address preparation of local government financial statements and some of the common issues encountered during this process.</p> <p>Speaker: Donna Collins, Milestone</p>		<p>development of a Strategic Plan & Updating your Strategic Plan in the face of changing times</p> <p>Topic: Strategic Plan – technical development of a Strategic Plan & updating your Strategic Plan in the face of changing times.</p> <p>Speaker: David L. Barth, PhD, ASLA, AICP, CPRP Barth Associates - Public Realm Planning, Design, and Facilitation and Local Government Practioner</p>	<p>you can rethink how to generate income</p> <p>Topic: Are you generating as much income on your cash as is possible? The answer may surprise you. Join our panel as we discuss 3 tactics that are designed to enhance income potential.</p> <p>1. How to find and put every available dollar to work – you have a cash flow analysis, but what about a liquidity analysis?</p> <p>2. Ways to diversify your cash management strategy – you may be using CDs, money market funds, and/or a government pool, but what else is out there?</p> <p>3. Looking beyond traditional fixed income securities – a broader set of investments may improve income generation, but what securities could you include?</p> <p>Speaker: Marc Bushallow, Managing Director – Fixed Income Sarah Heiermann-Walker, Product Manager W. Gregory Holden, Vice President/Client Consultant Alan Braithwaite, City Manager – City of Oldsmar, Florida</p>	<p>data? How does it work? Why does it matter to government entities?</p> <p>Topic: This session will review some case studies that cover the full life cycle from big data implementation to results.</p> <p>Speaker: Greg Cory, Orion Technology Services</p>
<p>Tuesday</p> <p>Tuesday</p>	<p>Title: Integrating IT Into the Audit</p> <p>Topic: With the increased use of information technology in the public sector and resulting data thefts that have occurred, this</p>	<p>Title: GFOA Overview (TBD)</p> <p>Topic: I've been doing a 30 minute overview of national GFOA and using online polling software to do real time polling of the attendees</p>	<p>Title: Pension Bargaining best practices</p> <p>Topic: This session will focus on best practices in Pension Bargaining from preparing for negotiations to public sector trends to</p>	<p>Title: Refunding options? Are they for my government & Bank Financings versus Bond Issues</p> <p>Topic: How can I determine if my existing debt is a candidate for a Refunding, and the key terms and issues to remember? What are</p>	

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3:35 PM to 4:50 PM	<p>session is a follow-up on a previous year's session, focusing on how auditors integrate information technology testing procedures into their audit process and how organizations should integrate IT security awareness training into their policies and provide for annual training. It will also discuss the skills and expertise necessary as well as efficiencies that can be gained by auditing through the system instead of around the system. It will provide examples of how accounting systems can be compromised and what can be done to ensure the integrity and reliability of your information technology systems.</p> <p>Speaker: Andrew Weidenhamer, Director, RSM US LLP and Brett Friedman, Partner, RSM US LLP</p>	<p>on their greatest challenges, training needs.</p> <p>In addition, we can add some FGFOA topics and polling.</p> <p>As well as discussion on fiscal sustainability, etc.</p> <p>Speaker: Chris Morill, CEO, GFOA</p>	<p>evaluating design changes to benchmarking industry norms.</p> <p>Speaker: James W. Linn Shareholder, Lewis Longman Walker and Local Government Practioner</p>	<p>some of the key factors behind evaluating Bank Financings versus Bond Issue options, Come hear a panel address the latest key factors</p> <p>Speaker: Jay Glover, PFM Financial Advisors, LLC; Fred Winterkamp, Fiscal & Business Services Division Manager, Orange County; Mike Watkins, Greenberg Traurig,</p>	
Wednesday Wednesday 8:00 AM to 9:40 AM	<p>Title: Enhancing the effectiveness of the MD&A</p> <p>Topic: This session would include a general discussion of the MD&A requirements. Along with a discussion on how to enhance the information reported to better serve the citizen of the government. Moving away from meeting the minimum requirements to presenting information everybody can use.</p> <p>Speaker: Stephen W. Blann, CPA, CGFM, CGMA Rehmann</p>		<p>Title: Ethics - Additional Fee Required</p> <p>Topic: If you are a Florida CPA working in the public sector, this course meets your ethics requirement. Through information and discussion, this course focuses on issues governmental CPAs face, such as professional standards, ethical conduct and independence.</p> <p>Speaker: Mr. Thomas Reilly Holland & Reilly CPAs</p>	<p>Title: Liquidity Strategies - the world according to Basel III</p> <p>Topic: This session will cover liquidity strategies and the liquidity coverage ratio that ensures the risk profile of banks have significant high quality liquid assets (HQLA) to survive a significant stress scenario.</p> <p>Speaker: Jeff Sirota, JPMorgan Chase Bank</p>	<p>Title: Social Media/Technology (TBD)</p> <p>Topic: Latest trends and best practices in technology (TBD). May move session to Tuesday, 3:35-4:50 depending on GFOA session.</p> <p>Speaker: Holly McPhail, Communications Coordinator Florida League of Cities, Inc.</p>
Wednesday Wednesday	<p>Title: Pension Accounting and Funding Divorce from Funding</p>	<p>Title: Personnel Budgeting</p>	<p>Title: Ethics - Additional Fee Required</p>	<p>Title: Mark to Market Reporting Investment Portfolios</p>	

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10:00 AM to 11:40 AM	<p>Topic: When GASB 67 and 68 divorced accounting methods from funding it was all the buzz in the accounting and actuarial professions. This session will compare management's selection of point estimate return assumptions to multiple external sources and question point estimates that are at or beyond the upper extremities of a narrow range per auditing standards.</p> <p>Speaker: Jim Rizzo GRS Consulting</p>	<p>Topic: This session will focus on all the details that go into budgeting for Personnel.</p> <p>Session may be moved to Wednesday, 8:00am-9:40am depending on social media session and GFOA session.</p> <p>Speaker: Dave Hardison Budget Administrator Orange County Office of Management and Budget</p>	<p>Topic: If you are a Florida CPA working in the public sector, this course meets your ethics requirement. Through information and discussion, this course focuses on issues governmental CPAs face, such as professional standards, ethical conduct and independence.</p> <p>Speaker: Mr. Thomas Reilly Holland & Reilly CPAs</p>	<p>Topic: Market risk can be significant in public investment portfolios. Due to price volatility, valuing investments at their current price is necessary to provide a realistic measure of a portfolio's true liquidation value. Over time, reporting standards for state and local government investment portfolios have been enhanced so that investors, governing bodies, and the public remain informed of the current market value of the portfolio. Regular disclosure of the value of a governmental entity's investments is an important step to furthering taxpayer and market confidence in state and local government investment practices.</p> <p>Speaker: Alan Jones, Partner, Carter, Riggs and Ingram; Chad Branson, CPA, CITP, CAM, Senior Manager, Carter, Riggs and Ingram; John Grady, CTP, Managing Director, Public Trust Advisors, LLC</p>	



Florida Government Finance Officers Association

Conference Program Committee

2017-2018

Agenda Item Request

2017-2018

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P. Ross Cotherman
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Ceci Guerrero
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Crystal Kinzel
Jeffrey Larson
Monti Larson
Steve Milford
Susan Nabors
Yvette Phillip
Jeanette Phillips
Michael Quesada
Tanya Quickel
Rebecca Reynolds-Russell
James Rizzo
Ted Sauerbeck
Sharon Stark
Allison Teslia

Meeting Date: February 9, 2018

Title of Item: Additional conference-related requests

Executive Summary, Explanation or Background Information on Request:

Since the last Board Meeting, several requests have been made to the Conference Program Committee and the Committee would like direction from the Board.

1. Chris Morrill, CEO of GFOA, will be attending the conference. In my correspondence with him, he mentioned that FGFOA is one of the strongest in the nation and is interested in spending the time getting to know its members and leadership. He is interested in being a part of the program in several ways:

- 15 minutes during opening general session to provide overview of GFOA and use some online polling software to of the attendees on their greatest challenges, training needs;
- 50 minute session during the conference to give further overview of the GFOA and also talk about topics that are current (research, advocacy);
- Attend the Board of Directors meeting on Friday to give an overview to the Board and be available for discussion.

2. Colonel Danny McKnight will be the General Session opening speaker and is interested in selling his book after his session. Since this is the General Session, will this be allowable?

Recommended Action: Review and discussion.

Bryan Cahen

12/29/2017

Date



Florida Government Finance Officers Association
Conference Program Committee
2017-2018

Agenda Item Request

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Jeffrey Larson
Monti Larson
Steve Milford
Susan Nabors
Yvette Phillip
Jeanette Phillips
Michael Quesada
Tanya Quickel
Rebecca Reynolds-Russell
James Rizzo
Ted Sauerbeck
Sharon Stark
Allison Tesla

Meeting Date: February 9, 2018

Title of Item: Speaker Guidelines and Moderator Training

Executive Summary, Explanation or Background Information on Request:

The Committee has drafted a one-page reminder to speakers entitled "Speaker Guidelines" to be a do's and don't's for speakers. This document is intended to be sent to the speakers along with their speaking engagement letter and/or online speaker questionnaire link.

The Committee has drafted a brief PowerPoint presentation for moderators entitled "Moderator Training" intended to be a guide for moderators. This presentation is intended to be sent to the moderators so that they better understand the role prior to moderating a session.

Recommended Action: Review and discussion.

Bryan Cahen

12/29/2017

Date



Moderator Training

January 2018





What is a Moderator?

- A presiding officer, during a public forum, who is in charge of a discussion, meeting, etc. and who generally tries to keep the “speakers” on topic while taking questions from an “audience”.



What does a Moderator do?

- Helps to pre-plan and coordinate the sessions by speaking to the presenters in advance.
- Makes sure that the presenters coordinate their presentations and that topics do not overlap.
- Introduces the presenters during the session.
- Keeps the session on time.
- Prepares questions in advance if needed for during the session.
- Is attentive during session.



What to do before a session?

- Get comfortable with the moderator script, the speakers and the subject matter.
- Reach out to speakers to have a conference call, make sure the presentations are submitted to FGFOA in a timely manner.
- Email speakers as needed to get bios and headshots.
- Shorten biographies to one paragraph.
- **Make sure the speakers are aware that the FGFOA strictly prohibits the solicitation of vendor products or attacks against other vendors. All material presented should be educational only and appropriate for the session.**



What to do during a session?

- Keep the session on time. Do not hold the majority of the audience for the sake of a few. If a speaker is running over, politely interrupt or signal him/her.
- Remember to tell the audience to please turn your cell phones off or have them on silent as not to disturb the speakers during the presentation.
- Tell the audience to remain quiet until the completion of the Q&A period so the audience can hear questions and responses.
- Introduce speaker.
- Announce name of session.
- Read shortened bios.



What to do during a session?

- Use microphone and walk around during question and answer portion of the session.
- If time permits, open the floor for questions. Use hand held wireless microphone to ensure the entire audience hears the questions. If not available, repeat the question and repeat the answer if necessary.
- Make sure you have several questions prepared to ask. Usually, when one person asks the first question, others will participate. If others hesitate, be that first person to ask a question.



What to do after a session?

- Announce that session participants will self-scan badges at the end of the session.
- Ask audience members to please complete the online survey for session evaluations. The link is available on the FGFOA website at www.fgfoa.org.
- Thank the speakers for their presentations.



Florida Government Finance Officers Association Speaker Guidelines

Thank you for agreeing to be a speaker at one of our training or education seminars. The FGFOA has developed some guidelines for you to follow as a FGFOA speaker.

Speaker's should be aware.....

- that the FGFOA is excited to have you speak at our upcoming training or education seminar, however there are a few guidelines that we request that you adhere to.

Speaker's must.....

- fill out the speaker questionnaire link that will be sent as part of the speaker engagement letter, including the title of the presentation, description of the session, date and time communicated and approved by one of the Committee's responsible for programming the sessions.
- send a brief biography for introduction and a headshot in JPEG or PNG format.
- send PowerPoint presentations by the requested due date. We do not print handouts so presentations are posted on the Web-site for attendees to print. Downloading at the conference will not be possible, so please submit by the due date to allow time for posting and printing.
- coordinate with the moderator of the session prior to the deadlines so that you and other speakers are on the same page.

Speaker's may not.....

- use the speaking engagement to sell products or services as the FGFOA strictly prohibits the solicitation of vendor products or attacks against other vendors. All material presented should be educational only and appropriate for the session.

Speaker's may during the session.....

- be a friendly knowledgeable expert.
- open the floor for questions, if time permits. Speakers are encouraged to use microphones to ensure the entire audience hears the answer to the questions.
- stand at the lectern and present or use wireless microphones to move about the session.
- coordinate with the moderator of the session so that the session stays on track.



Florida Government Finance Officers Association

Education & Webinar Committee

2017-2018

Agenda Item Request

2017-2018

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Stephanie Merle

Anna Otiniano

Michael Perry

Andrew Thompson

Chris Quinn

Jeff Wolf

Meeting Date: 2/9/2018

Title of Item: Update on Education & Webinar Committee Activities

Executive Summary, Explanation or Background Information on

Webinars

The final approved list of topics/dates for the 2017-18 FGFOA Free Webinar Series is as follows:

- 1) Accounting for Capital Assets/GASB 34 – 1/18/18
- 2) Adapting to a Multigenerational Workforce – 2/15/18
- 3) Economic Update – 4/19/18
- 4) Legislative Update – 5/17/18
- 5) Cost Allocation Plans – 7/19/18
- 6) GASB 87 – 8/16/18

Divergent Series

The FGFOA's Education and Webinar Committee presents the Spring divergent series seminar:

Topic: Technology

Friday, April 20, 2018, EpiCenter – St. Petersburg College

Tentative Schedule is as follows:

Staying Secure when Transforming to a Digital Government 8:30 am - 10:10 am

BREAK 10:10 am - 10:20 am

IT Project Management and Disaster Recovery 10:20 am - 11:35 am

Lunch 11:35 am - 12:40 pm

Cloud Computing 12:45 pm - 2:25 pm

BREAK 2:25 pm - 2:35 pm

Using Social Media to Effectively Engage Community 2:35 - 3:50 pm

Boot Camp

Boot Camp – March 12-13, 2018

- 1) Linda Dennis conducting Boot Camp
- 2) Will be held in Lakeland, 2 – 1.5hr sessions and 2- 2hr sessions (7 hours total)

Sincerely,

Brandy L. Ferris, CPA, CGFM

Education & Webinar Committee Chairperson



Florida Government Finance Officers Association

Legislative Committee

2017-2018

Agenda Item Request

2017-2018

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Katie Sharon

Milo Zonka

Meeting Date: February 9, 2018

Title of Item: Legislative Committee Update

Executive Summary, Explanation or Background Information on

The Legislative Committee had the kickoff meeting at the FGFOA Annual Meeting in Hollywood. Since that time, myself and the Board Liaison, Kim Adams, have both attended the FLC meetings of the Finance and Taxation Committee as well as the FLC Annual Conference in Orlando. The two committees will certainly have overlap. The FLC Committee has worked to provide a Super Priority, which includes the protection of Home Rule as well as trying to protect any restrictions that the Legislature may place on fiscal sustainability of local jurisdictions. Also, an overview of the bills that failed in the previous session that are anticipated to return in the upcoming Legislative session have been discussed. I have reached out to the members of the FLC Finance and Taxation Committee for help in the Rapid Response Team for the upcoming Legislative Committee of FGFOA.

In preparation for the current session, a list of participants has been assembled for the Rapid Response Team. This team consists of over 20 participants. Also, I have been in contact with two State Legislators directly regarding the FLC priorities and to keep in the loop on any bills that we may want to analyze. They are Senator Steube and Representative Gonzalez. I also receive weekly updates on the current session from the City of North Port's lobbyist, Greenburg Traurig. While not on behalf of the FGFOA, I can tell you that the City of North Port has passed resolutions related to certain items that meet the FLC policy for items to be opposed to. We have also issued a letter supporting the Constitutional Revision Committee Proposal 61 designed to strengthen home rule. The Rapid Response Team stands

Florida Government Finance Officers Association
Legislative Committee
2017-2018

Agenda Item Request

ready to analyze any items that are directed our way from the FGFOA, FLC or FAC.

Recommended Action:

No action is needed at this time.



Florida Government Finance Officers Association

Member & Leadership Development Committee

2017-2018

2017-2018

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Ann Wynter

Agenda Item Request

Meeting Date: February 9, 2018

Title of Item: Member and Leadership Committee Update

Executive Summary:

The Committee's sub-committees are hard at work since the last meeting in October. Below are the four sub-committees that were formed, and their current actions:

Coaching Program

Goal: Continue to implement the program with the 1st year target of 25 coachees and 25 coaches (total of 50 participants).

Actions:

- The sub-committee requests Board's review of the survey for the Coaching Program (survey is attached).
- The sub-committee suggests organizing the event during 2018 FGFOA Conference in June for the Coaching Program participants either as combined with the Emerging Leaders event or separate – Board direction is requested.

Emerging Leaders

Goal: Continue to develop and implement strategies for engaging Emerging Leaders (receptions, specific sessions).

Action:

- Next networking event will be planned for FGFOA Conference in June 2018.

Leadership Class FGFOA

Goal: Increase marketing efforts to attract the largest pool of candidates possible (use testimonials, local chapters, and other associations to get out the word; talk to local chapters on sponsorships, etc.)

Action:

- Application for 2018 FGFOA Leadership Class III was sent to the membership on 12/4/17. Deadline was extended to 1/19/18.
- FGFOA staff was sending membership reminders to attract the applicants;

Florida Government Finance Officers Association

***Member & Leadership
Development Committee
2017-2018***

Agenda Item Request

- FGFOA staff sent an announcement to the Association of City Managers per sub-committee's request;
- FGFOA staff sent request for sponsorship to FGFOA local chapters' presidents per sub-committee's request.
- As of 1/16/18 – 11 applications received.

Student Membership Program

Goal: Continue to implement the “matchmaker program” approved last year; develop other ways to engage students to become the next generation of leaders in the FGFOA

Action:

- The sub-committee will be working on the proposal to the Board on student's membership.

Recommended Action: N/A

Karen Keith

Olga Rabel

Olga Rabel

Date

1/17/18

Date

Survey Questions – For Coaches

1. On average, how often are you in contact with your coachee?

Weekly Bi-Weekly Monthly Infrequently

2. Would you say the amount of time spent with your coachee has been:

Excessive Sufficient Insufficient

3. Have you gained anything from your experience as a coach so far?

Yes Somewhat No

4. Briefly describe your experience as a coach in the program.

5. Have you experienced any challenges with your coachee?

Yes No

6. If you answered 'yes' to question #5, please describe the challenges below. If you responded 'no' to question #5, please skip to question #8.

7. Have you been able to remedy the challenges described above?

Yes Somewhat No

8. What has been most satisfying aspect of the coaching program?

9. What has been the least satisfying aspect of the coaching program?

10. How likely are you to recommend this program to a colleague?

Very Likely Likely Unlikely

11. Overall, how would you describe your experience in the program so far?

Excellent Very Good Good Poor

12. Please provide any suggestions to improve the Coaching Program.

Survey Questions – For Coachees

1. On average, how often are you in contact with your coach?

Weekly Bi-Weekly Monthly Infrequently

2. Would you say the amount of time spent with your coach has been:

Excessive Sufficient Insufficient

3. Do you think that the time you have spent with your coach has been helpful?

Yes Somewhat No

4. Briefly describe how it has been helpful and/or lessons learned.

5. Have you experienced any challenges with your coach?

Yes No

6. If you answered 'yes' to question #5, please describe the challenges below. If you responded 'no' to question #5, please skip to question #8.

7. Have you been able to remedy the challenges described above?

Yes Somewhat No

8. What has been most satisfying about the coaching program?

9. What has been the least satisfying about the coaching program?

10. What do you think we should do differently to improve the program?

11. Overall, how would you describe your experience in the program so far?

Excellent Very Good Good Poor

12. Please provide any suggestions to improve the Coaching Program.



Florida Government Finance Officers Association
School of Governmental Finance
Committee
2017-2018

2017-2018

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Tanya Quickel
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Meridy Semones
Debbie Sileo
Lorrie Simmons
Diane Smith
Justin Stankiewicz
Sharon Stark
Margaret Steele Miller
Christine Tenney
Elizabeth Walter
Katherine Woodruff

Agenda Item Request

Meeting Date: February 9, 2018

Title of Item: 2018 School of Government Finance Update

Executive Summary, Explanation or Background Information on Request:

The committee is excited to report a successful 2017 School of Government Finance. We received a lot of positive feedback from the surveys. A couple of suggestions were to have the presentations available beforehand, recording the actual presentation so that those attending another session could listen to it at a later date and ensuring the session space could accommodate the attendees.

The committee met during lunch on October 26, 2017 to discuss the successes of the school and possible improvements for the 2018 SOGF. We are very excited to start planning this year's school and we are striving to make this another great year!!

Recommended Action:

None

Sharon Almeida

Sharon Almeida

1/16/2018

Date



Florida Government Finance Officers Association
Technical Resources Committee
2017-2018

Agenda Item Request

2017-2018

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Wayne Hart
Crystal Kinzel
Derek Noonan
Beila Sherman
Terrence Vecchio
Larry Webb
Mark White
Donna Wright

Meeting Date: February 9, 2018

Title of Item: Technical Resources Committee Manual Update,
Basic Government Resource Manual Update, and Overall
Committee Update

Executive Summary, Explanation or Background Information

The Technical Resources Committee held a conference call on December 19, 2017 to go over potential needed updates to the Committee Manual. There were only a few formatting changes made to the attached manual. The Committee did not feel that there were any needed changes to the Basic Government Manual.

Since the last Board meeting, the Committee has prepared responses to three GASB Exposure Drafts; Accounting and Financial Reporting for Majority Equity Interests, Implementation Guide Update No. 201Y-X, and Accounting for Interest Cost during the Period of Construction.

Recommended Action: Approval of the formatting changes to the Technical Resources Committee Manual.

Melissa Burns

Melissa Burns

January 12, 2018

Date

Florida Government Finance Officers Association
Technical Resources Committee
Policies and Procedures Manual

I. Membership

A. Structure

The Technical Resources Committee (Committee) members should include a cross-section of the FGFOA so as to include state, county, city, special purpose governments, public schools, and other FGFOA representation.

The Chairperson is appointed by the President and serves as overall Committee coordinator. The Chairperson may appoint chairpersons for subcommittees for each major area of responsibility.

B. Purpose, Goals, and Plan of Action

The Committee operates as a technical resource for all FGFOA members and non-members on issues related to governmental finance and accounting, and responds to the membership, where possible, in these areas.

Purpose: The Committee's primary purpose is to serve as a technical resource to the FGFOA membership.

Goals: The Committee carries out this purpose by:

- Being alert to changes, problems and innovations in government finance, both nationally and within the state;
- Bringing governmental financial matters to the members' attention;
- Responding to technical inquiries and requests of financial information;
- Providing technical articles on governmental financial matters to the members.

Plan of Action: To meet these goals, Committee members will:

- Prepare draft responses to discussion memoranda, preliminary views and/or exposure drafts issued by the Government Accounting Standards Board (GASB) and other standard or rulemaking bodies concerning governmental finance, accounting, and reporting;
- Submit technical articles for the FGFOA newsletter;
- Provide technical assistance to the membership on new and/or changes to State or Federal laws and regulations, or governmental accounting standards;
- Work with the Conference Program Committee to enhance the small government session at the Annual Conference.
- Maintain and update the *Basic Government Resource Manual*.

C. Chairperson Responsibilities

The Chairperson is responsible for coordinating all major aspects of the Committee including: establishing meeting times, chairing Committee meetings, assisting subcommittee chairpersons with coordination of duties and assignments, reporting activities and results to Committee members and providing quarterly reports to the FGFOA President and Board of Directors.

The Chairperson is responsible for reviewing and recommending changes to the Committee's purpose, goals, and plan of action as listed in the Membership Directory.

The Chairperson may attend FGFOA Board meetings and is responsible for preparing and presenting a report of Committee activities at all Board meetings. If the Chairperson is unable to attend, the liaison to the Committee should be notified and arrangements made for the report to be presented at the Board meeting.

The Chairperson is responsible for submitting by the summer Board meeting a timeline of activities for the year that includes deadline dates.

The Chairperson is responsible for maintaining continuous communication with the Board liaison on all committee activities, conference calls, and meetings.

The Chairperson is responsible for coordinating the preparation of quarterly committee update articles for the FGFOA newsletter.

The Chairperson is responsible for maintaining and updating the Committee's Policies and Procedures Manual.

The Chairperson is responsible for presenting an annual report to the membership at the Annual Conference business luncheon. This report should summarize all Committee activities for the year.

The Chairperson shall meet with the incoming Chairperson and President to communicate any incomplete projects including upcoming pronouncements by GASB and other standard or rulemaking bodies or concerns to facilitate an orderly transition. This meeting should occur either before or during the Annual Conference.

D. Subcommittee Chairperson Responsibilities

Each Subcommittee Chairperson is responsible for preparing and presenting reports to the Chairperson on the progress of the respective subcommittee. Any meetings or conference calls necessary to accomplish the duties of the subcommittee are the responsibility of the respective Subcommittee Chairperson.

E. Members Responsibilities

Committee members are responsible for:

- assisting the Chairperson and/or Subcommittee Chairperson in determining relevant topics and authors for newsletter articles;
- developing responses to various GASB exposure drafts, preliminary views, and discussion memoranda (or other standards setting or rulemaking bodies, as appropriate); and
- monitoring and responding to questions and inquiries posted to the List Serve. List Serve topics shall be monitored to verify they are posted to the proper category.

F. Meetings and Attendance

The Committee holds an organizational meeting at the Annual Conference to discuss goals and objectives for the year. Additional meetings are scheduled, if necessary, to develop a list of activities for the year and to discuss the progress on the tasks assigned to each subcommittee and member. The use of conference calls and e-mail to conduct the business of the Committee is strongly encouraged. A note taker should take minutes of each meeting. Minutes should be kept by the Chairperson and distributed to the committee members after the meeting to reinforce decisions made. Notes should be reviewed, corrected if needed, and filed for future reference and use by the next Chairperson and Committee.

G. Budget

An allocation is included in the annual budget for expenses associated with Committee meetings. This allocation may be used for meals and other incidental expenses related to Committee meetings.

H. Terms

All members are appointed for a one-year term and are encouraged to continue on the Committee for at least three years to provide institutional knowledge and experience. A listing of each Committee member including name, title, employing organization, address, telephone number, and e-mail address will be compiled and distributed to all Committee members.

II. Committee Responsibilities and Activities

- A. The Committee is responsible for providing technical articles of interest for the Association newsletter. The Chairperson and/or Subcommittee Chairperson should obtain a copy of the newsletter publication schedule from the Membership and Publications Committee. The Committee should then develop a list of topics, authors and deadlines for the year. Draft articles should be submitted to the Chairperson for review and approval prior to submission to the FGFOA administrative offices for inclusion in the newsletter.

- B. The Committee is responsible for drafting responses on behalf of the Board of Directors to GASB exposure drafts, preliminary views, and discussion memoranda. As these documents are issued, ad hoc committees should be formed to draft responses. The Chairperson should review each draft response. In order to provide a smooth transition, the outgoing committee will prepare all responses due by June 15. This will allow the incoming committee time to assign duties for the new year.
- C. The Committee is responsible for providing assistance to the membership on various technical issues. This is accomplished by responding to direct inquiries and ensuring that responses are made to technical inquiries posted to the List Serves.

- **OTHER BUSINESS**

Update from FLC Meeting

- **ACTION ITEMS**

[illegible]

- **NEXT MEETING**

Friday, April 13, 2018 – Location Orlando Embassy Suites Downtown

[illegible]