

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC
BOARD OF DIRECTOR'S MEETING
November 20, 2013

The meeting of the FGFOA Board of Directors took place on Wednesday, November 20, 2013 at the Hyatt Regency Sarasota, Sarasota, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Diane Reichard, President, City of Ocala
Mary-Lou Pickles, President-elect, Saint Johns River Water Management District
Barry Skinner, Secretary/Treasurer, Orange County Comptroller
Linda Howard, Director, Orlando Utilities Commission
James Lewin, Director, Retired
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Georgina Rodriguez, Director, Town of Pembroke Park
Ted Sauerbeck, Director, Office of the Auditor General
Darrell Thomas, Director, City of Weston
Karin Venema-Ashmore, Director, City of Stuart

NOT IN ATTENDANCE

Sarah Koser, Director, The Villages

COMMITTEE CHAIRS

Mary Ann Davis, Conference Host
William Spinelli, Conference Program
Ken Burke, Legislative
Jamie Roberson, Membership Development; Central Florida Chapter President
Ann Marie Ricardi, 2013 SOGF
John McKinney, Technical Resources
Dave Keller, Webinar

STAFF

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

CALL TO ORDER

There being a quorum, President Reichard called the November 20, 2013 meeting of the FGFOA Board of Directors to order at 8:00 a.m.

CONSIDERATION OF MINUTES

Ms. Howard moved, seconded by Ms. Rodriguez, to approve the August 23, 2013 minutes. Motion passed unanimously.

Mr. Lewin moved, seconded by Ms. Rodriguez, to approve the October 9, 2013 minutes via Conference Call. Motion passed unanimously.

PRESIDENT'S REPORT

2014 Nominating Committee

President Reichard recommended the following members to serve on the 2014-2015 FGFOA Nominating Committee:

Amy Elliott, City of Melbourne
Jeffrey Kern, Sarasota County
Frank DiPaolo, Town of Lighthouse Point
Darlene Malaney, Palm Beach Clerk and Comptroller
Ken Burke, Pinellas County
Jason Loschiavo, MetroPlan
Lorrie Simmons, City of Tampa
Bill Spinelli, City of Leesburg
Michelle Begley, Duval Schools
Rip Colvin, Florida Department of Justice

2014 Lifetime Achievement Committee

President Reichard appointed the following to the 2014 Lifetime Achievement Committee:

Barry Skinner, Officer
Ted Sauerbeck, Current Board Member
Rick Helms, Past President
Damon Adams, Past President
Lori Houghton, FGFOA member-at-large

2013-2014 Strategic Planning

President Reichard reviewed the Strategic Plan Goals for 2013-2014.

PRESIDENT-ELECT REPORT

Chapter Liaison Report

Ms. Pickles reported that the Chapter Presidents' conference call was held October 24 with 10 of the 13 active chapters participating. Ms. Pickles reported that plans are in place to move forward with the Alachua/Putnam Local Chapter.

Chapter Bylaw Changes

Ms. Pickles reported that following a compliance review of all Chapter Bylaws, an e-mail was sent to Chapter Presidents requesting two bylaw revision(s).

To date, Big Bend, Central Florida, First Coast, Nature Coast, Palm Beach, and Space Coast Chapters have submitted the requested changes for approval.

Mr. Sauerbeck moved, seconded by Ms. Rodriguez, to accept the bylaw changes for Big Bend, Central Florida, First Coast, Nature Coast, Palm Beach and Space Coast Chapters. Motion passed unanimously.

2014 School of Governmental Finance Chair

Ms. Pickles reported that Melissa (Missy) Licourt, St. Johns River Water Management District will serve as Chair for the 2014 FGFOA School of Governmental Finance.

Ms. Venema-Ashmore moved, seconded by Ms. Rodriguez to approve Melissa Licourt as Chair of the 2014 FGFOA School of Governmental Finance. Motion passed unanimously.

SECRETARY/TREASURER REPORT

Mr. Skinner reported on the September 30, 2013 Quarterly Financial Statements. The Statement of Financial Position for the period ending September 30, 2013 shows total liabilities and unrestricted net assets were \$324,521 with total current liabilities of \$44,961 and unrestricted net assets of \$279,560.

Ms. Rodriguez moved, seconded by Ms. Pickles, for approval of September 30, 2013 FGFOA Quarterly Financial Statements. Motion passed unanimously.

Investment Report as of September 30, 2013

Mr. Skinner reviewed the Investment Report as of September 30, 2013. No action required.

Check Register July 1 – September 30, 2013.

Mr. Skinner reviewed the Check Register. No action required.

FGFOA Fiscal Year 2013 Fee Analysis

Mr. Skinner reviewed the FGFOA Fiscal Year 2013 Fee Analysis and reported that the projected decrease in net assets for Fiscal Year 2014 totals \$18,894 and will result in a net asset balance of \$206,140. Given, the Fiscal Year 2014 budget is based on conservative estimates and historically the actual increase/decrease in net assets has exceeded budget projections, fees for Fiscal Year 2014 are adequate.

There was additional discussion regarding the room rate and if the Board should consider a buy down again. Ms. Garner was instructed to prepare all related contractual information and options to discuss at a future conference call.

FGFOA 2012-2013 Audit

The Audit Committee met via conference call and reviewed the draft July 1, 2012 to June 30, 2013 Financial Audit. The committee reported a clean audit.

Ms. Howard moved, seconded by Ms. Rodriguez, to accept the Independent Auditor's Report for FY 2013. Motion passed unanimously.

2013 FGFOA School of Governmental Finance Registration

Ms. Mitchell reported the current registration for the 2013 School of Governmental Finance was:

- Basic/Intermediate – 48
- Intermediate/Advanced – 106
- Entire Week – 76
- Beginner Boot Camp – 32
- Executive Boot Camp – 16
- CGFO Review Courses – 63
- CGFO Exams – 75

OTHER REPORTS

EXECUTIVE DIRECTORS REPORT

Ms. Garner gave an update on the Florida Local Government Coalition. The List Serve topics were discussed.

STANDING COMMITTEE REPORTS

Certification Committee

Ms. Rodriguez gave an update on the Certification Committee.

Conference Host Committee

Mary Ann Davis, Chair presented the Host Committee report. The Past-Presidents reception will be a brunch on Sunday. The Tuesday Night event will be held on hotel property.

Ms. Howard moved, seconded by Ms. Rodriguez to accept the 2014 Host Committee report. Motion passed nine to one, with Mr. Skinner opposed to the change in the format of the Past-President's Reception.

There was discussion about a Monday lunch and the Board asked Ms. Garner to present options and cost on the next Board conference call.

Conference Program Committee

Bill Spinelli, Chair, presented the Conference Program Committee report. The schedule was presented and reviewed. There will be a conference call before the next Board meeting scheduled to finalize the program.

Mr. Thomas moved, seconded by Ms. Howard, to accept the Conference Program Committee report. Motion passed unanimously.

Legislative Committee

Ken Burke, Chair, presented the Legislative Committee report.

Ms. Pickles moved, seconded by Ms. Rodriguez, to accept the Legislative Committee report. Motion passed unanimously.

Membership Development Committee

Jamie Roberson, Chair, presented the Membership Development Committee report.

Ms. Rodriguez moved, seconded by Ms. Ashmore, to accept the Membership Development Committee report. Motion passed unanimously.

The Mentoring sub-committee is recommending modifications to the mentoring program handbook in response to the survey results from July 2013.

Mr. Sauerbeck moved, seconded by Ms. Howard, to accept the modifications to the mentoring program handbook as presented. Motion passed unanimously.

Committee Participation Ad Hoc Committee

Ms. Pickles reported on the Committee Participation Ad Hoc Committee.

Ms. Ramsey-Chessman moved, seconded by Ms. Rodriguez, to accept the Committee Participation Ad Hoc Committee report. Motion passed unanimously.

2013 School of Governmental Finance

Ann Marie Ricardi, Chair, presented the 2013 School of Governmental Finance report. The committee will meet in early December and provide the final 2013 School of Governmental Finance report.

Ms. Rodriguez moved, seconded by Ms. Howard, to accept the 2013 School of Governmental Finance report. Motion passed unanimously.

Technical Resources Committee

John McKinney, Chair, arrived at 9:43 and presented the Technical Resources Committee report. John McKinney left the meeting at 9:53.

Ms. Rodriguez moved, seconded by Mr. Lewin, to accept the Technical Resources Committee report. Motion passed unanimously.

Webinar Committee

Dave Keller, Chair, presented the Webinar Committee report.

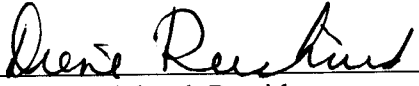
Ms. Howard moved, seconded by Ms. Ramsey-Chessman, to accept the Webinar Committee report. Motion passed unanimously.

NEXT MEETING

The next meeting of the Board of Directors will be at 9:00 a.m., February 28, 2014, at the City of Ocala Citizen Service Center.

Jeannie Garner
Executive Director, FGFOA

ATTEST:



Diane Reichard, President



Barry Skinner, Secretary/Treasurer