



**Florida Government Finance Officers Association, Inc  
Meeting of the Board of Directors**

**Wednesday October 23, 2024**

**World Golf Village Renaissance Resort  
500 S Legacy Trail  
St. Augustine, FL**

**St. Augustine Ballroom E**

**9:00 am**



# FGFOA Mission

2024-2025

**The FGFOA is dedicated to being your professional resource by providing opportunities through Networking, Education, Information and Leadership.**

## **Networking**

- Promoting relationships among peers
- Cultivating strong relationships with other organizations
- Enhancing relationships with the Local Chapters

## **Education**

- Creating balanced and cost-effective educational programs
- Utilizing various methods of delivery
- Enhancing cooperative training partnerships
- Promoting attainment and retention of certified officials

## **Information**

- Delivering information through innovation
- Providing feedback and analysis on emerging legislative and technical issues
- Facilitating information sharing for members

## **Leadership**

- Providing opportunities for individual development
- Recognition of the FGFOA's governmental finance expertise
- Recruiting, mentoring and promoting leaders within our organization
- Recognizing member achievements

**ATTENDANCE - FGFOA BOARD MEETING**

**October 23, 2024**

**PRESENT**


**PRESENT**


**OFFICERS**

Rip Colvin  
Nicole Gasparri  
Kelly Strickland

**DIRECTORS**



Sharon Almeida  
Lorrie Brinson  
Melissa Burns  
Nicole Jovanovski  
Missy Licourt  
Anna Otiniano  
Rebecca Schnirman  
Allison Teslia

**1st Term**

2023-2026  
2023-2026  
2019-2022  
2022-2025  
2021-2024  
2024-2027  
2022-2025  
2024-2027

**2nd Term**

2022-2025  
2024-2027

**IMMEDIATE PAST PRESIDENT**

--

--

Frank DiPaolo

**COMMITTEE CHAIRS**



Mary-Lou Pickles  
Sarah Simpson  
Andrew Thompson  
Yiemy Guzman  
Jamie Roberson  
Kadem Ramirez  
Elizabeth Walter  
Shannon Ramsey-Chessman  
Jean-Michel Neault

Certification Committee  
Conference Program Committee  
Educational Programs Committee  
Event Host Committee  
Local Chapter  
Professional Development Committee  
2024 SOGF Committee  
Strategic Communications Committee  
Technical and Legislative Resources Committee

**CHAPTER PRESIDENTS**



Rip Colvin  
Jennifer Walker  
Edward Linsky  
Rebecca Spuhler  
Lynn Stone  
Jennifer Cole  
Kristin Thompson  
Tracey Stevens  
Diane Martinez  
Kathleen Campbell  
Kevin Greenville  
Teri Butler  
Jamie Roberson  
Lory Irwin

Big Bend Chapter  
Central Florida Chapter  
Florida First Coast Chapter  
Gulf Coast Chapter  
Hillsborough Chapter  
Nature Coast Chapter  
North Central Florida Chapter  
Palm Beach Chapter  
Panhandle Chapter  
South Florida Chapter  
Southwest Chapter  
Space Coast Chapter  
Treasure Coast Chapter  
Volusia Flagler Chapter

**OTHERS IN ATTENDANCE**



Paul Shamoun  
Jill Walker  
Karen Pastula

Florida League of Cities  
Florida League of Cities  
Florida League of Cities



# **FGFOA BOARD OF DIRECTORS MEETING AGENDA**

**DATE/TIME:**       **October 23, 2024**  
                          **9:00 am**  
                          **St. Augustine Ballroom E**

- I. Call to Order – Rip Colvin, President**
- II. Roll Call**
- III. Consideration of Minutes – August 23, 2024**
- IV. Report of Officers**
  - A. President – Rip Colvin**
    - 1. Audit Committee Assignments**
    - 2. Lifetime Achievement Award Committee Assignments**
  - B. President Elect – Nicole Gasparri**
  - C. Secretary Treasurer – Kelly Strickland**
    - 1. Financials Ending June 30, 2024**
- V. Executive Director – Paul Shamoun**
  - A. Membership Report**
  - B. Investment Report**
  - C. Budget Amendment**
- VI. Committee Chairs**
  - A. Certification Committee – Mary Lou Pickles**
    - 1. Certification Committee Update**
    - 2. Certification Reciprocity with GFOA**
  - B. Conference Program Committee – Sarah Simpson**
    - 1. 2025 Annual Conference Program Preliminary Session Times, Titles and Descriptions**

**C. Educational Programs Committee – Andrew Thompson**

**1. Committee Update**

**D. Event Host Committee – Yeimy Guzman**

**1. Committee Update**

**E. Professional Development Committee – Kadem Ramirez**

**1. Committee Update**

**F. School of Governmental Finance Committee – Elizabeth Walter**

**1. Committee Update**

**G. Technical and Legislative Resources Committee – Jean-Michel Neault**

**1. Committee Update**

**H. Local Chapter Ad-Hoc Committee – Jamie Roberson**

**1. Committee Update**

**I. Strategic Communications Ad-Hoc Committee – Shannon Ramsey-Chessmen**

**1. Committee Update**

**VII. Other Business**

**VIII. Next Meeting – Friday, January 17, 2025, Drury Inn, Tallahassee.**

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**August 23, 2024**

The meeting of the FGFOA Board of Directors took place virtually on Monday, July 22, 2024.

**IN ATTENDANCE:**

**OFFICERS AND BOARD MEMBERS**

President – Rip Colvin, Executive Director, Justice Administrative Commission  
President-Elect – Nicole Gasparri, Director of Strategic Management and Professional Development, Palm Beach County Clerk of the Circuit Court & Comptroller  
Secretary-Treasurer – Kelly Strickland, Director of Financial Administration, City of Sarasota  
Director, Melissa Burns, Fiscal Director, State Attorney's Office 4th Judicial District  
Director, Nicole Jovanovski, Director of Finance, Sarasota County  
Director, Melissa Licourt, Director, St. Johns River Water Management District  
Director, Anna Otiniano, Financial Services Director, City of Plantation  
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County  
Director, Allison Teslia, Management & Budget Director, Lake County  
Immediate Past President, Frank DiPaolo, Chief Financial Officer, City of Dania Beach

**COMMITTEE CHAIRS**

Mary-Lou Pickles, Certification  
Sarah Simpson, Conference Program  
Andrew Thompson, Educational Programs Committee  
Yeimy Guzman, Event Host  
Kadem Ramirez, Professional Development  
Elizabeth Walter, 2024 SOGF  
Jean-Michel Neault, Technical and Legislative Resources

**LOCAL CHAPTER PRESIDENT**

Kathleen Campbell, South Florida Chapter

**STAFF**

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

**CALL TO ORDER**

There being a quorum, President Colvin called the August 23, 2024, meeting of the FGFOA Board of Directors to order at 1:01 pm.

**PRESIDENT REPORT**

**Minutes**

President Colvin presented the minutes from the May 22, 2024, June 25, 2024, and July 22, 2024, Board meeting minutes for review.

**Ms. Licourt moved, seconded by Ms. Burns, to accept the May 22, 2024, June 25, 2024, and July 22, 2024, Board meeting minutes as submitted. Motion passed unanimously.**

**Nominating Committee Review of Policies and Procedures**

President Colvin presented the Nominating Committee Review recommendations. After discussion it

is noted that the board portion that was redlined needs to be added back in and the referendum process needs to be removed on page 15.

**Mrs. Schnirman moved, seconded by Mrs. Jovanovski, to adopt the changes to the FGFOA Policies and Procedures with amendments. Motion passed unanimously.**

### **PRESIDENT-ELECT REPORT**

#### **2025 SOGF Committee Chair Assignment**

President-Elect Gasparri submitted her recommendation for the 2025 SOGF Committee Chair to be Mrs. Elizabeth Walter from the South Florida Regional Transportation Authority. She is currently serving as the 2024 SOGF Committee Chair as well.

**President-Elect Gasparri moved, seconded by Ms. Teslia, to accept Ms. Elizabeth Walter as the chair for the 2025 SOGF Committee. Motion passed unanimously without objection.**

### **EXECUTIVE DIRECTOR REPORT**

#### **Audit Fees**

Mr. Shamoun presented the fees for Shorstein and Shorstein to do our audit this year and noted that they are going from \$12,300 to \$14,250. Their engagement letter was attached for review.

**Ms. Burns moved, seconded by Ms. Licourt to approve the increase in the annual audit fees as presented. Motion passed unanimously.**

#### **Membership Report**

Mr. Shamoun presented the current membership report for review including the number of current CGFO's and candidates listed as previously requested by the Board.

#### **Investment Report**

Mr. Shamoun presented the investment report for review by the Board.

### **COMMITTEE CHAIR REPORT**

#### **CGFO Certification Committee**

Mrs. Pickles presented the CGFO Certification Committee Report noting that clarification for what the prize will be for the winner of the first person who gets CGFO completely online will be. Suggestions are a registration for SOGF or Annual Conference. She noted the "Municipal Budgeting" title for CGFO testing will be changed to include special districts and counties along with strategic planning and will now be "Planning and Budgeting". Lastly noting clarity for the registration fee for in-person review sessions of \$75 to include breakfasts and snacks.

**President-Elect Gasparri moved, seconded by Ms. Burns to approve increasing the in-person review sessions fee to \$75 and to change the title of the CGFO testing from "Municipal Budgeting" to "Planning and Budgeting". Motion passed unanimously.**

#### **Updated Policies and Procedures**

Mrs. Pickles requested a lifetime CGFO status for herself and Mark Fostier due to their considerable contributions to the program. There was concern noted that it may confuse a regular FGFOA Lifetime Award winner status with this type of honor. This concept will be tabled until it is clarified as to whether it is an award or a CGFO status.

Next, she presented the concept of removing the separate subcommittees for exam questions and exam and review sessions since the elimination of in-person testing. The tasks assigned to these committees have been combined into one subcommittee. As the tasks and responsibilities for this committee change, it may be advantageous to have a co-chair instead of separate sub-committee chairs to provide oversight for the annual tasks. The proposed change enables flexibility depending on the needs for a particular year. The committee recommends adding a requirement for random audit to be at least 10% of renewals; adding a review of the average timeframe from application to earning CGFO designation to ensure current three-years to complete is appropriate; adding annual review of fees to ensure fees are kept current.

**President-Elect Gasparri moved, seconded by Mrs. Strickland to approve the updated committee tasks and responsibilities as submitted and to add a requirement for random audit to be at least 10% or renewals. Motion passed unanimously.**

### **Updated Committee Manual**

Mrs. Pickles presented a redlined and clean version of the updated committee manual.

**President-Elect Gasparri moved, seconded by Ms. Licourt adopt items 1-5 as presented in the committee manual updates. Motion was approved unanimously.**

### **GFOA Reciprocity**

Mrs. Pickles presented a GFOA reciprocity option to aid people in gaining the CGFO. Staff will need to track all of the finalized requirements such as one year residency. The committee recommends that the applicant can get credit for their GFOA out-of-state certification, which contains 5 tests, but will need to take a 6<sup>th</sup> test that will be Florida specific. GFOA wants to be sure our tests are similar to theirs via a review and the committee is still in negotiations to see if we can move forward. The committee will maintain the guidelines that two letters of reference and one year working in a Florida entity is required before they can receive GFOA reciprocity. Each applicant will be required to take the FGFOA ethics exam to reach all of the minimum requirements. The normal route is still available to test for all CGFO tests if they want to not use the reciprocity option.

**Ms. Licourt moved, second by Ms. Burns to accept the above noted changes. Motion passed without objection.**

### **Request to Revoke CGFOs**

Mrs. Pickles presented documentation showing people currently listed as CGFO that should have their CGFO revoked for different reasons, but all are out of compliance with the policies and procedures.

**Mrs. Strickland moved, seconded by Ms. Teslia, to revoke CGFO certification for those listed as “suspended” in both attachments. Motion passed unanimously.**

### **Conference Program Committee**

Ms. Simpson gave a verbal status update for the Conference Program committee including a draft of the 2025 Annual Conference Program, noting the Ethics exam will not be administered in person.

Next, Ms. Simpson presented the updated Conference Program Committee Policies and Procedures for review and approval.

**President-Elect Gasparri moved, seconded by Ms. Burns to approve the Conference Program Committee Policies and Procedures as presented. Motion passed unanimously.**



**Event Host Committee**

Mrs. Guzman presented promotional materials for the SOGF highlighting the nightly themes for the Hospitality Suite events. The Committee is requesting a budget amendment to the SOGF Budget in the amount of \$1,115.00 to cover the additional cost for raffles, food and other activities.

**Ms. Teslia moved, seconded by Ms. Schnirman, to approve the request additional funding for food and the DJ in the amount of \$1,115 for the hospitality suite events at the 2024 School of Governmental Finance. Motion passed unanimously.**

**Technical and Legislative Committee**

Mr. Neault presented the Technical and Legislative Committee report presenting the updates to the Basic Government Resource Manual as reviewed by the committee. Secondly, they presented the 2024 Legislative Summary, including the addition of the failed bills section.

**Ms. Burns moved, seconded by Ms. Licourt to approve the updated Basic Government Resource Manual as submitted. Motion passed unanimously.**

**In addition, Mrs. Schnirman moved, seconded by Ms. Teslia, to approve the 2024 Legislative session summary including the failed bills. Motion passed unanimously.**

**NEXT MEETING**

The date for the next Board meeting will be on Wednesday, October 23, 2024, in conjunction with the School of Governmental Finance at the Renaissance World Golf Village in St. Augustine.

**ATTEST:**

---

**Kelly Strickland, Secretary/Treasurer**



**Florida Government Finance Officers Association, Inc.**  
**2024-2025 Board of Directors**  
**President Agenda Item**

**2024-2025**  
**BOARD OF DIRECTORS**  
**OFFICERS**  
**President**  
**Rip Colvin**

**President-Elect**  
**Nicole Gasparri**

**Secretary/Treasurer**  
**Kelly Strickland**

**DIRECTORS**

Sharon Almeida

Lorrie Brinson

Melissa Burns

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

**Meeting Date:** October 23, 2024

**Title of Item:** Audit Committee Assignments

**Executive Summary, Explanation or Background:**

The Audit Committee consists of the Immediate Past President, Secretary-Treasurer and one At-large member of the Board of Directors selected by the President. The Committee recommends the selection of the external auditor and coordinates the preparation of the annual financial audit of the FGFOA. This Committee may also be called upon by the President or Board of Directors to oversee other financial, tax and liability issues affecting the FGFOA.

Based on the information above, I am recommending the Audit Committee consist of FGFOA Past President Frank DiPaolo, City of Dania Beach; FGFOA Secretary-Treasurer Kelly Strickland, City of Sarasota; and at-large Board member Nicole Jovanovski, Sarasota County.

**Recommended Action:**

Approval

A handwritten signature in blue ink, appearing to read 'Alton Colvin', is written over a horizontal blue line.

**Alton Colvin, FGFOA President**

October 10, 2024

**Date**



**Florida Government Finance Officers Association, Inc.**  
**2024-2025 Board of Directors**  
**President Agenda Item**

**2024-2025**  
**BOARD OF DIRECTORS**  
**OFFICERS**  
President  
Rip Colvin

President-Elect  
Nicole Gasparri

Secretary/Treasurer  
Kelly Strickland

**DIRECTORS**

Sharon Almeida  
Lorrie Brinson  
Melissa Burns

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

**Meeting Date:** October 23, 2024

**Title of Item:** Lifetime Achievement Award Committee  
Assignments

**Executive Summary, Explanation or Background:**

As FGFOA President it is my honor to choose the members of the Lifetime Achievement Award Committee. I have chosen Past President Rick Helms, Retired; Past President Bill Underwood, Retired; Board Member Nicole Gasparri, Clerk of the Circuit Court & Comptroller, Palm Beach County; Board Member Melissa Burns, City of St. Augustine; and Member At-Large Bill Spinelli, Hillsborough Sheriff's Office.

**Recommended Action:**

Approval

  
\_\_\_\_\_

**Alton Colvin, FGFOA President**

October 10, 2024

\_\_\_\_\_ **Date**



**Florida Government Finance Officers Association, Inc.  
2024-2025 Board of Directors  
Secretary/Treasurer Agenda Item**

**2024-2025  
BOARD OF DIRECTORS  
OFFICERS**  
President  
Rip Colvin

President-Elect  
Nicole Gasparri

Secretary/Treasurer  
Kelly Strickland

**DIRECTORS**

Sharon Almeida

Lorrie Brinson

Melissa Burns

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

**Meeting Date:** October 23, 2024

**Title of Item:** Financials Ending June 30, 2024

**Executive Summary, Explanation or Background:**

Attached are the FGFOA Financials Ending June 30, 2024, for your review and approval.

**Recommended Action:**

Approval

October 10, 2024

---

**Kelly Strickland**

**Date**

**FGFOA Secretary/Treasurer**

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

## Comparative Statement of Financial Position

June 30, 2024

	6/30/2024	3/31/2024	12/31/2023	9/30/2023	6/30/2023
<b>ASSETS</b>					
<b>Current Assets:</b>					
Cash - Capital City Bank	711,863	659,264	309,124	364,696	842,132
Investments - Vanguard	18,320	18,081	17,846	17,610	17,380
Investments - CDs	261,070	258,415	257,196	255,053	252,928
Accounts Receivable	48,704	7,555	1,060	1,760	7,930
Prepaid Expenses	4,824	2,559	2,559	0	6,832
Prepaid Conference Expenses	0	0	250	250	250
Prepaid School of Gov Financial Expenses	1,647	1,646	0	1,457	0
Deposits	7,500	51,500	62,095	2,550	2,550
<b>Total Current Assets</b>	<b>1,053,928</b>	<b>999,020</b>	<b>650,130</b>	<b>643,376</b>	<b>1,130,002</b>
<b>Equipment:</b>					
Computer Equipment	0	1,274	1,274	1,274	1,274
Less: Accumulated Depreciation	0	(1,274)	(1,274)	(1,274)	(1,274)
<b>Other Assets</b>					
Deposits	0	1,500	1,500	1,500	1,500
<b>Total Other Assets</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>Total Assets</b>	<b>1,053,928</b>	<b>1,000,520</b>	<b>651,630</b>	<b>644,876</b>	<b>1,131,502</b>
<b>LIABILITIES AND NET ASSETS</b>					
<b>Current Liabilities:</b>					
Accounts Payable	847,799	117,956	175,902	13,400	741,254
<b>Total Current Liabilities</b>	<b>847,799</b>	<b>117,956</b>	<b>175,902</b>	<b>13,400</b>	<b>741,254</b>
<b>Unrestricted Net Assets</b>	<b>206,129</b>	<b>882,564</b>	<b>475,728</b>	<b>631,476</b>	<b>390,248</b>
<b>Total Liabilities and Unrestricted Net Assets</b>	<b>1,053,928</b>	<b>1,000,520</b>	<b>651,630</b>	<b>644,876</b>	<b>1,131,502</b>

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.**

Statement of Activities  
For the Year Ended June 30, 2024

	----- QTR 1 7/1/2023 to 9/30/2023	----- QTR 2 10/1/2023 to 12/31/2023	---ACTUAL--- QTR 3 1/1/2024 to 3/31/2024	----- QTR 4 4/1/2024 to 6/30/2024	----- YTD 7/1/2023 to 6/30/2024	---BUDGET--- AMENDED 7/1/2023 to 6/30/2024	---BUDGET--- % OF BUDGET SPENT	---BUDGET--- VARIANCE YEAR TO DATE
<b>REVENUES</b>								
Membership Dues	177,350	12,250	30,800	13,050	233,450	225,000	104%	8,450
Investment Income	2,355	2,379	1,455	2,894	9,083	10,000	91%	(917)
Annual Conference	0	0	475,050	283,029	758,079	764,000	99%	(5,921)
School of Governmental Finance	88,545	9,512	0	0	98,057	113,880	86%	(15,823)
Pre Conference Seminars	0	0	20,225	9,825	30,050	25,000	120%	5,050
Leadership FGFOA	0	0	20,895	0	20,895	19,900	105%	995
Boot Camps	25,065	(880)	48,400	26,840	99,425	92,400	108%	7,025
CGFO Fees	12,970	1,080	(1,580)	16,830	29,300	38,000	77%	(8,700)
Local Chapter Support	0	450	315	480	1,245	500	249%	745
<b>TOTAL REVENUES</b>	<b>306,285</b>	<b>24,791</b>	<b>595,560</b>	<b>352,948</b>	<b>1,279,584</b>	<b>1,288,680</b>	<b>99%</b>	<b>(9,096)</b>
<b>EXPENSES</b>								
Professional Services:								
Florida League of Cities, Inc.	34,250	34,250	34,250	34,250	137,000	137,000	100%	0
Auditor Fees	0	6,150	6,150	0	12,300	14,000	88%	(1,700)
Total - Professional Services	34,250	40,400	40,400	34,250	149,300	151,000	99%	(1,700)
Meeting Expenses:								
Board of Directors	6,097	7,860	16,434	19,230	49,621	43,500	114%	6,121
Strategic Planning	500	0	0	7,213	7,713	6,000	129%	1,713
GFOA Conference	0	0	550	435	985	7,500	13%	(6,515)
GFOA Reception	0	0	0	7,192	7,192	7,500	96%	(308)
Total - Meeting Expenses	6,597	7,860	16,984	34,070	65,511	64,500	102%	1,011

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.**

Statement of Activities  
For the Year Ended June 30, 2024

	----- QTR 1 7/1/2023 to 9/30/2023	----- QTR 2 10/1/2023 to 12/31/2023	---ACTUAL--- QTR 3 1/1/2024 to 3/31/2024	----- QTR 4 4/1/2024 to 6/30/2024	----- YTD 7/1/2023 to 6/30/2024	---BUDGET--- AMENDED 7/1/2023 to 6/30/2024	---BUDGET--- % OF BUDGET SPENT	---BUDGET--- VARIANCE YEAR TO DATE
<b>Training/Education:</b>								
Conference Expenses	0	4	19,502	864,350	883,856	878,000	101%	5,856
School of Governmental Finance	0	102,107	7,372	400	109,880	114,750	96%	(4,870)
Pre Conference Seminars	0	0	0	34,248	34,248	40,000	86%	(5,752)
Leadership FGFOA	0	0	65,758	2,000	67,758	71,500	95%	(3,742)
Boot Camps	5,543	9,288	24,898	17,915	57,644	73,600	78%	(15,956)
CGFO Expenses	0	2,952	5,750	3,960	12,662	17,500	72%	(4,838)
NASBA Fees	0	0	875	0	875	2,500	35%	(1,625)
Local Chapter Support	500	10,662	2,581	3,055	16,798	15,000	112%	1,798
<b>Total - Training/Education</b>	<b>6,043</b>	<b>125,013</b>	<b>126,736</b>	<b>925,928</b>	<b>1,183,721</b>	<b>1,212,850</b>	<b>98%</b>	<b>(29,129)</b>
<b>Standing Committees:</b>								
Standing Committee Meetings	0	982	0	0	982	1,000	98%	(18)
All Committee Meetings@ Conference	0	0	0	5,197	5,197	7,000	74%	(1,803)
<b>Total - Standing Committees</b>	<b>0</b>	<b>982</b>	<b>0</b>	<b>5,197</b>	<b>6,179</b>	<b>8,000</b>	<b>77%</b>	<b>(1,821)</b>
<b>Communication to Members:</b>								
Postage & Mailing	55	119	0	0	174	1,000	17%	(826)
Internet Homepage	0	0	0	0	0	500	0%	(500)
Printing & Duplicating	238	91	86	44	459	3,000	15%	(2,541)
<b>Total - Communication to Members</b>	<b>293</b>	<b>210</b>	<b>86</b>	<b>44</b>	<b>633</b>	<b>4,500</b>	<b>14%</b>	<b>(3,867)</b>

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.**

Statement of Activities  
For the Year Ended June 30, 2024

	----- QTR 1 7/1/2023 to 9/30/2023	----- QTR 2 10/1/2023 to 12/31/2023	---ACTUAL--- QTR 3 1/1/2024 to 3/31/2024	----- QTR 4 4/1/2024 to 6/30/2024	----- YTD 7/1/2023 to 6/30/2024	---BUDGET--- AMENDED 7/1/2023 to 6/30/2024	---BUDGET--- % OF BUDGET SPENT	---BUDGET--- VARIANCE YEAR TO DATE
Administrative Expenses:								
Insurance Expense	4,592	0	0	2,099	6,691	6,500	103%	191
List Serve	1,750	2,481	0	178	4,409	3,000	147%	1,409
Filings and Registrations	0	0	61	1,188	1,249	100	1249%	1,149
Staff Travel	136	631	121	92	979	2,000	49%	(1,021)
Miscellaneous Expense	538	245	100	81	964	3,500	28%	(2,536)
Credit Card & Bank Fees	10,858	2,717	4,236	26,256	44,067	30,000	147%	14,067
Depreciation	0	0	0	0	0	200	0%	(200)
Total - Administrative Expenses	17,874	6,074	4,518	29,894	58,359	45,300	129%	13,059
<b>TOTAL EXPENSES</b>	<b>65,057</b>	<b>180,539</b>	<b>188,724</b>	<b>1,029,383</b>	<b>1,463,703</b>	<b>1,486,150</b>	<b>98%</b>	<b>(22,447)</b>
<b>Increase (Decrease) in Unrestricted Net Assets</b>	<b>241,228</b>	<b>(155,748)</b>	<b>406,836</b>	<b>(676,435)</b>	<b>(184,119)</b>	<b>(197,470)</b>	<b>93%</b>	<b>13,351</b>
<b>Unrestricted Net Assets, Beginning of Period</b>	<b>390,248</b>	<b>631,476</b>	<b>475,728</b>	<b>882,564</b>	<b>390,248</b>	<b>390,248</b>	<b>100%</b>	<b>0</b>
<b>Unrestricted Net Assets, End of Period</b>	<b>631,476</b>	<b>475,728</b>	<b>882,564</b>	<b>206,129</b>	<b>206,129</b>	<b>192,778</b>	<b>107%</b>	<b>13,351</b>



# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2023 School of Governmental Finance

For the Year Ended June 30, 2024

	<u>2023 ACTUAL</u>	<u>2023 BUDGET</u>	<u>VARIANCE</u>
<b>REVENUE COMPARISON</b>			
<b>REGISTRATIONS</b>			
Active Member Basic	24,100	14,100	10,000
Active Member Intermediate	11,005	13,500	(2,495)
Associate Member Basic	0	730	(730)
Associate Member Intermediate	0	1,825	(1,825)
Non Member Basic	4,335	10,625	(6,290)
Non Member Intermediate	430	8,500	(8,070)
Active Member Week	43,460	33,750	9,710
Associate Member Week	550	1,725	(1,175)
Non Member Week	8,845	10,125	(1,280)
Cancellation Fees	600	0	600
Ethics Course	0	8,000	(8,000)
Late Fees	0	2,000	(2,000)
Hotel Commissions	2,337	5,000	(2,663)
Room Credits	2,395	4,000	(1,605)
<b>TOTAL REVENUES</b>	<b>98,057</b>	<b>113,880</b>	<b>(15,823)</b>
<b>EXPENSE COMPARISON</b>			
<b>EXPENSES</b>			
Hospitality Suite	7,655	9,900	(2,245)
Refreshment Breaks	60,317	45,000	15,317
Welcome Reception	5,702	12,500	(6,798)
Ethics Course Expenses	0	6,000	(6,000)
Staff Travel	11,912	7,500	4,412
Internet Cafe/WIFI	0	2,500	(2,500)
Equipment Rentals	11,465	15,000	(3,535)
Speaker Expense	1,367	1,000	367
Speaker Gifts	1,435	2,000	(565)
Postage & Mailing	0	100	(100)
Printing/Duplicating	509	1,000	(492)
Meeting Planning Services	6,650	6,500	150
Welcome Bags	2,868	3,000	(132)
Insurance	0	2,000	(2,000)
Operating Supplies	0	750	(750)
<b>TOTAL EXPENSES</b>	<b>109,880</b>	<b>114,750</b>	<b>(4,870)</b>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>(11,823)</b>	<b>(870)</b>	<b>(10,952)</b>

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2024 Annual Conference  
For the Year Ended June 30, 2024

	<u>2024 ACTUAL</u>	<u>2024 BUDGET</u>	<u>VARIANCE</u>
<b>REVENUE COMPARISON</b>			
<b>OTHER REVENUE</b>			
Exhibitor Fees	214,850	245,000	(30,150)
Sponsorship	35,500	0	35,500
Extra Tickets All Events	6,225	5,000	1,225
Golf	0	0	0
Cancellation Fees	1,050	2,000	(950)
Ethics Course Income	10,200	20,000	(9,800)
Room Credits	0	13,000	(13,000)
Hotel Commissions	43,454	44,000	(546)
<b>TOTAL OTHER REVENUES</b>	<b>311,279</b>	<b>329,000</b>	<b>(17,721)</b>
<b>REGISTRATIONS</b>			
Member Registrations	322,100	340,000	(17,900)
Member Late Registrations	0	0	0
Associate Registrations	40,450	55,000	(14,550)
Associate Late Registrations	0	0	0
Non-Member Registrations	84,250	40,000	44,250
Non-Member Late Registrations	0	0	0
<b>TOTAL REGISTRATIONS</b>	<b>446,800</b>	<b>435,000</b>	<b>11,800</b>
<b>TOTAL REVENUES</b>	<b>758,079</b>	<b>764,000</b>	<b>(5,921)</b>
<b>EXPENSE COMPARISON</b>			
<b>INSTRUCTIONAL</b>			
Equipment Rental	56,307	60,000	(3,693)
Speaker per diem/honorarium	10,399	15,000	(4,601)
Refreshment Breaks	261,244	225,000	36,244
Tuesday Business Luncheon	69,667	60,000	9,667
Monday Lunch	24,035	35,000	(10,965)
<b>TOTAL INSTRUCTIONAL EXPENSE</b>	<b>421,652</b>	<b>395,000</b>	<b>26,653</b>
<b>SPECIAL EVENTS</b>			
Golf Tournament	0	0	0
Opening Ceremony	300	500	(200)
Association Night	70,761	75,000	(4,239)
Ethics Course Expenses	9,210	15,000	(5,790)
Tuesday Event	90,589	100,000	(9,411)
Hospitality Food, Beverages & Supplies	35,921	35,000	921
President's Reception	12,411	16,000	(3,589)
Emerging Leaders Reception	5,782	6,000	(218)
<b>TOTAL SPECIAL EVENTS EXPENSE</b>	<b>224,974</b>	<b>247,500</b>	<b>(22,526)</b>

	<b>2024 ACTUAL</b>	<b>2024 BUDGET</b>	<b>VARIANCE</b>
<b>SPECIAL CONFERENCE EXPENSES</b>			
Room Rate Buy Down	112,110	100,000	12,110
Host Committee	108	1,000	(892)
Welcome Bags	6,526	7,500	(974)
Speaker Gifts	1,859	3,500	(1,641)
Transportation	5,100	8,500	(3,400)
<b>TOTAL SPECIAL CONFERENCE EXPENSES</b>	<b>125,703</b>	<b>120,500</b>	<b>5,203</b>
<b>REGISTRATION/MAILINGS</b>			
Postage/Shipping	4	500	(496)
Printing/Duplicating	2,824	6,000	(3,176)
Supplies	936	2,000	(1,064)
<b>TOTAL REGISTRATION/MAILING EXPENSE</b>	<b>3,764</b>	<b>8,500</b>	<b>(4,736)</b>
<b>EXHIBITOR</b>			
Security	10,535	7,500	3,035
Service	24,280	35,000	(10,720)
<b>TOTAL EXHIBITOR EXPENSES</b>	<b>34,815</b>	<b>42,500</b>	<b>(7,685)</b>
<b>STAFF EXPENSES</b>	<b>7,163</b>	<b>15,000</b>	<b>(7,837)</b>
<b>OTHER</b>			
Insurance	4,105	4,000	105
Internet Cafe' - High Speed Connections	20,919	15,000	5,919
Miscellaneous	10,111	5,000	5,111
Meeting Planner Services	30,650	25,000	5,650
<b>TOTAL OTHER EXPENSES</b>	<b>65,785</b>	<b>49,000</b>	<b>16,785</b>
<b>TOTAL EXPENSES</b>	<b>883,856</b>	<b>878,000</b>	<b>5,857</b>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>(125,777)</b>	<b>(114,000)</b>	<b>(11,778)</b>

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2023-24 CGFO

For the Year Ended June 30, 2024

	<u>2024 ACTUAL</u>	<u>2024 BUDGET</u>	<u>VARIANCE</u>
<b>REVENUE COMPARISON</b>			
<b>REGISTRATIONS</b>			
Renewals	6,600	6,000	600
Application Fee	4,525	3,000	1,525
Review Courses	11,395	15,000	(3,605)
Exams	6,780	14,000	(7,220)
<b>TOTAL REVENUES</b>	<b>29,300</b>	<b>38,000</b>	<b>(8,700)</b>
<b>EXPENSE COMPARISON</b>			
<b>EXPENSES</b>			
Food & Beverage	0	8,000	(8,000)
Printing and Mailing	220	500	(280)
Exam Rewrite or Update	0	5,000	(5,000)
Testing Fees	9,490	1,000	8,490
Equipment Rental	2,952	3,000	(48)
<b>TOTAL EXPENSES</b>	<b>12,662</b>	<b>17,500</b>	<b>(4,838)</b>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>16,638</b>	<b>20,500</b>	<b>(3,862)</b>

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2023-24 Bootcamps

For the Year Ended June 30, 2024

	<u>2024 ACTUAL</u>	<u>2024 BUDGET</u>	<u>VARIANCE</u>
<b>REVENUE COMPARISON</b>			
<b>REGISTRATIONS</b>			
Registration Fees	99,425	92,400	7,025
<b>TOTAL REVENUES</b>	<u>99,425</u>	<u>92,400</u>	<u>7,025</u>
<b>EXPENSE COMPARISON</b>			
<b>EXPENSES</b>			
Refreshment Breaks	9,528	21,000	(11,472)
Lunch	16,927	17,500	(573)
Staff Travel	2,472	2,500	(28)
Equipment Rentals	1,482	7,000	(5,518)
Speaker Expense	19,683	21,000	(1,317)
Printing/Duplicating	819	2,100	(1,281)
Room Rental	6,733	2,500	4,233
<b>TOTAL EXPENSES</b>	<u>57,644</u>	<u>73,600</u>	<u>(15,956)</u>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<u>41,781</u>	<u>18,800</u>	<u>22,981</u>

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2023-24 Leadership FGFOA  
For the Year Ended June 30, 2024

	<u>2024 ACTUAL</u>	<u>2024 BUDGET</u>	<u>VARIANCE</u>
<b>REVENUE COMPARISON</b>			
<b>REGISTRATIONS</b>			
Registration Fees	20,895	19,900	995
<b>TOTAL REVENUES</b>	<u><b>20,895</b></u>	<u><b>19,900</b></u>	<u><b>995</b></u>
<b>EXPENSE COMPARISON</b>			
<b>EXPENSES</b>			
Hotel Fee	21,418	20,000	1,418
Breaks	2,086	3,500	(1,414)
Lunch	6,120	8,000	(1,880)
Dinner	6,893	4,500	2,393
Staff Travel	3,391	3,000	391
Equipment Rental	2,468	4,000	(1,532)
Speaker Expenses and Travel	21,602	24,000	(2,398)
Awards	1,732	1,750	(19)
Printing/Duplicating	48	750	(701)
Meeting Planning Services	2,000	2,000	0
<b>TOTAL EXPENSES</b>	<u><b>67,758</b></u>	<u><b>71,500</b></u>	<u><b>(3,742)</b></u>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<u><b>(46,863)</b></u>	<u><b>(51,600)</b></u>	<u><b>4,737</b></u>

# FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information  
For the Year Ended June 30, 2024

**Accounts Receivable:**

Registration Fees	4,750	Boot Camp, CGFO
Diplomat Hotel	43,454	2024 Annual Conference Hotel Commission
ABJ Party	500	2024 Annual Conference Photo Booth refund

**Total Accounts Receivable** 48,704

**Deposits:**

**Current:**

Diplomat Hotels	1,500	2025 Annual Conf Deposit
Hyatt Regency	5,000	2025 SOGF Deposit
Embassy Suites	500	BOD meeting Aug 22-23, 2024
Embassy Suites	500	Strategic Planning Apri 24-25, 2025

**Non-Current:**

**Total Deposits** 7,500

**Accounts Payable:**

Members	0	
Vendors	6,501	Various
FLC	841,297	Fees and Expenses

**Total Accounts Payable** 847,799

**Miscellaneous Expense:**

Hootsuite	490	FGFOA Renewal of Social Media account
Hi Touch	48	Supplies
Best Buy	245	SOGF - Supplies
Hi Touch	41	Booklet Envelopes & Blank Certificates
Amazon	41	Supplies
Hi Touch	18	Supplies
Hi Touch	<u>81</u>	Supplies

**Total Miscellaneous Expense** 964



**Florida Government Finance Officers Association, Inc.  
2024-2025 Board of Directors  
Executive Director Agenda Item**

**2024-2025  
BOARD OF DIRECTORS  
OFFICERS**  
President  
Rip Colvin

**Meeting Date:** October 23, 2024

**Title of Item:** Membership Report

**Executive Summary, Explanation or Background:**

President-Elect  
Nicole Gasparri

Secretary/Treasurer  
Kelly Strickland

**DIRECTORS**

Sharon Almeida  
Lorrie Brinson  
Melissa Burns

<b>Membership Paid</b>	<b>10/07/2024</b>	<b>06/30/2024</b>	<b>10/05/2023</b>
<b>Government:</b>	1,578	2,715	2,084
<b>Associate:</b>	78	238	175
<b>Lifetime/Retiree:</b>	39	41	35
<b>Student:</b>	20	15	15
<b>Total:</b>	1,715	3,009	2,309

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

<b>Chapter</b>	<b>Number of members</b>
Southwest Florida	268
South Florida	209
Central Florida	191
Palm Beach	168
Hillsborough	143
Gulf Coast	132
Florida First Coast	107
Volusia Flagler	85
Treasure Coast	79
Nature Coast	75
North Central	62
Big Bend	54
Panhandle	48
Space Coast	47
Heartland	40
Billed but not yet paid	7
<b>TOTAL</b>	<b>1,715</b>

<b>CGFO</b>	
Total CGFO	566
New Applications since July 1, 2024	175

**Recommended Action:** For Review

**Paul Shamoun**

10/07/2024

**Date**





**Florida Government Finance Officers Association, Inc.  
2024-2025 Board of Directors  
Executive Director Agenda Item**

**2024-2025  
BOARD OF DIRECTORS  
OFFICERS**  
President  
Rip Colvin

President-Elect  
Nicole Gasparri

Secretary/Treasurer  
Kelly Strickland

**DIRECTORS**

Sharon Almeida

Lorrie Brinson

Melissa Burns

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

**Meeting Date:** October 23, 2024

**Title of Item:** Investment Report

**Executive Summary, Explanation or Background:**  
Certificates of Deposit

<b>PURCHASED</b>	<b>BANK</b>	<b>AMOUNT</b>	<b>APY</b>	<b>TERM</b>	<b>MATURITY DATE</b>
02/22/2024	Capital City Bank	\$262,965.70	2.87%	12 MONTHS	02/20/2025
MONEY MARKET ACCOUNT	Vanguard	\$18,561.73	5.29%		
	<b>TOTAL</b>	<b>\$281,572.43</b>			

**Recommended Action:**



**Paul Shamoun**

October 7, 2024

**Date**



**Florida Government Finance Officers Association, Inc.  
2024-2025 Board of Directors  
Executive Director Agenda Item**

**2024-2025  
BOARD OF DIRECTORS  
OFFICERS  
President  
Rip Colvin**

**President-Elect  
Nicole Gasparri**

**Secretary/Treasurer  
Kelly Strickland**

**DIRECTORS**

Sharon Almeida

Lorrie Brinson

Melissa Burns

Nicole Jovanovski

Missy Licourt

Anna Otiniano

Rebecca Shnirman

Allison Teslia

**Meeting Date:** October 23, 2024

**Title of Item:** Budget Amendment

**Executive Summary, Explanation or Background:**

The 2024-2025 Budget Amendment is being presented for your consideration. Several changes were made to both the annual conference as well as the CGFO budgets.

**Recommended Action:**

Approval of the amended 2024-2025 annual budget

**Paul Shamoun**

**October 15, 2024**

**Date**

2024-2025 FGFOA  
Draft Budget

	<b>2023-2024</b> <i>Approved March 2024 Budget</i>	<b>2023-2024</b> <i>Actual 2024 Budget</i>	<b>2024-2025</b> <i>Budget</i>	<b>2024-2025</b> <i>Proposed Budget</i>
<b>REVENUES</b>				
Membership Dues	\$225,000	\$233,450	\$252,000	\$252,000
Investment Income	\$10,000	\$9,083	\$10,000	\$10,000
Annual Conference	\$780,400	\$747,879	\$865,400	\$885,400
Boot Camps	\$79,200	\$99,425	\$118,800	\$118,800
School of Governmental Finance	\$113,880	\$98,057	\$128,000	\$128,000
Leadership FGFOA	\$19,900	\$20,895	\$29,900	\$29,900
Pre-Conference Seminar	\$25,000	\$30,050	\$25,000	\$25,000
CGFO Fees	\$38,000	\$29,300	\$38,500	\$36,000
On-Line Learning	\$0	\$0	\$0	\$0
Ethics Classes	\$20,000	\$10,200	\$25,000	\$25,000
Local Chapter Support	\$500	\$1,245	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$1,311,880</b>	<b>\$1,279,584</b>	<b>\$1,492,600</b>	<b>\$1,510,100</b>
<b>EXPENSES</b>				
<b>Training/ Education</b>				
Annual Conference	\$885,000	\$874,646	\$846,500	\$839,000
Boot Camps	\$62,800	\$57,644	\$97,200	\$97,200
School of Governmental Finance	\$114,750	\$109,880	\$95,500	\$95,500
Leadership FGFOA	\$71,500	\$67,758	\$79,250	\$79,250
Pre-Conference Seminar	\$40,000	\$34,248	\$22,000	\$22,000
CGFO Expenses	\$22,500	\$12,662	\$7,000	\$21,500
Ethics Classes	\$0	\$9,210	\$20,000	\$20,000
NASBA Fees	\$2,500	\$875	\$2,500	\$2,500
On-Line Learning	\$0	\$0	\$0	\$0
Local Chapter Support	\$15,000	\$16,798	\$5,000	\$5,000
<b>Total - Training/ Education Expenses</b>	<b>\$1,214,050</b>	<b>\$1,183,721</b>	<b>\$1,174,950</b>	<b>\$1,181,950</b>
<b>Standing Committees:</b>				
Standing Committee Meetings	\$1,000	\$982	\$1,000	\$1,000
All Committee Mtgs @ Conference	\$7,000	\$5,197	\$7,000	\$7,000
<b>Total - Standing Committees</b>	<b>\$8,000</b>	<b>\$6,179</b>	<b>\$8,000</b>	<b>\$8,000</b>
<b>Communication to Members</b>				
Internet Homepage	\$500	\$0	\$500	\$500
Postage & Mailing	\$1,000	\$174	\$1,000	\$1,000
Printing & Duplicating	\$3,000	\$459	\$0	\$0
<b>Total Communication to members</b>	<b>\$4,500</b>	<b>\$633</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>Professional Services:</b>				
Administrator	\$137,000	\$137,000	\$187,000	\$187,000
Auditor Fees	\$14,000	\$12,300	\$14,000	\$14,000
<b>Total - Professional Services</b>	<b>\$151,000</b>	<b>\$149,300</b>	<b>\$201,000</b>	<b>\$201,000</b>
<b>Meeting Expenses:</b>				
GFOA Reception	\$7,500	\$7,192	\$10,000	\$10,000
Board of Directors	\$43,500	\$49,621	\$53,500	\$53,500
Strategic Planning	\$6,000	\$7,713	\$6,000	\$6,000
GFOA Conference	\$7,500	\$985	\$10,000	\$10,000
<b>Total Meeting Expenses</b>	<b>\$64,500</b>	<b>\$65,511</b>	<b>\$79,500</b>	<b>\$79,500</b>
<b>Administrative Expenses:</b>				
Insurance Expense	\$6,500	\$6,691	\$6,500	\$6,500
List Serve - ongoing fees	\$3,000	\$4,409	\$3,000	\$3,000
Filings & Registrations	\$100	\$1,249	\$100	\$100
Staff Travel	\$2,000	\$979	\$2,000	\$2,000
Miscellaneous Expense	\$3,500	\$964	\$2,500	\$2,500
Depreciation	\$200	\$0	\$0	\$0
Credit Card Terminal	\$30,000	\$44,067	\$40,000	\$40,000
<b>Total - Administrative Expenses</b>	<b>\$45,300</b>	<b>\$58,359</b>	<b>\$54,100</b>	<b>\$54,100</b>
<b>TOTAL EXPENSES</b>	<b>\$1,487,350</b>	<b>\$1,463,703</b>	<b>\$1,519,050</b>	<b>\$1,526,050</b>
<b>Increase (Decrease) in Net Assets</b>	<b>(\$175,470)</b>	<b>(\$184,119)</b>	<b>(\$26,450)</b>	<b>(\$15,950)</b>
<b>Net Assets-Beginning of Period</b>	<b>\$390,248</b>	<b>\$390,248</b>	<b>\$206,129</b>	<b>\$206,129</b>
<b>Net Assets-End of Period</b>	<b>\$214,778</b>	<b>\$206,129</b>	<b>\$179,679</b>	<b>\$190,179</b>

**Annual Conference Budget**

	2024 Budget	2024 Actual	2025 Budget		2025 Proposed Budget	
<b>REVENUES</b>						
<b>REGISTRATIONS</b>						
Member Registrations	\$340,000	\$322,100	\$385,000		\$385,000	Decrease by 10K Increase by 30K
Associate Registrations	\$55,000	\$40,450	\$60,000		\$50,000	
Non-Member Registrations	\$40,000	\$84,250	\$50,000		\$80,000	
Cancellation Fees	\$2,000	\$1,050	\$2,000		\$2,000	
Late Fees	\$1,400	\$0	\$1,400		\$1,400	
<b>TOTAL REGISTRATIONS</b>	<b>\$438,400</b>	<b>\$447,850</b>		<b>\$498,400</b>		<b>\$518,400</b>
<b>OTHER REVENUES</b>						
Exhibitors & Sponsorships				\$305,000.00		\$305,000
Exhibitor Fees *	\$245,000	\$214,850	\$245,000		\$245,000	
Sponsorships	\$35,000	\$35,500	\$60,000		\$60,000	
Extra Tickets All Events	\$5,000	\$6,225		\$5,000		\$5,000
Tuesday Night Event Ticket	\$0	\$0	\$5,000		\$5,000	
Golf	\$0	\$0				
Commissions & Credits				\$57,000.00		\$57,000
Hotel Commissions (1)	\$44,000	\$43,454	\$44,000		\$44,000	
Convention & Visitors Bureau	\$0	\$0	\$0		\$0	
Room Credits (2)	\$13,000	\$0	\$13,000		\$13,000	
<b>TOTAL OTHER REVENUE</b>	<b>\$342,000</b>	<b>\$300,029</b>		<b>\$367,000</b>		<b>\$367,000.0</b>
<b>TOTAL REVENUES</b>	<b>\$780,400</b>	<b>\$747,879</b>		<b>\$865,400</b>		<b>\$885,400</b>
<b>EXPENSES</b>						
<b>INSTRUCTIONAL</b>						
Equipment Rental	\$60,000	\$56,307	\$60,000		\$60,000	Increased 3K
Speaker's per diem/honorarium	\$15,000	\$10,399	\$15,000		\$18,000	
Opening Ceremony	\$500	\$300	\$500		\$500	
Host Committee	\$1,000	\$108	\$1,000		\$1,000	
Welcome Bags	\$7,500	\$6,526	\$7,500		\$7,500	
Speaker Gifts	\$3,500	\$1,859	\$3,500		\$3,500	
High Speed Connections	\$15,000	\$20,919	\$15,000		\$15,000	
<b>TOTAL INSTRUCTIONAL EXPENSES</b>	<b>\$102,500</b>	<b>\$96,418</b>		<b>\$102,500</b>		
<b>FOOD &amp; BEVERAGE</b>						
Refreshment Breaks	\$225,000	\$261,244	\$225,000		\$250,000	Increased by 25K Reduced 10K
Tuesday Business Luncheon	\$60,000	\$69,667	\$60,000		\$60,000	
Monday Lunch	\$35,000	\$24,035	\$35,000		\$25,000	
Association Night Reception	\$75,000	\$70,761	\$75,000		\$75,000	
Hospitality Suite	\$35,000	\$35,921	\$35,000		\$35,000	
<b>TOTAL FOOD &amp; BEVERAGE EXPENSES</b>	<b>\$430,000</b>	<b>\$461,628</b>		<b>\$430,000</b>		<b>\$445,000</b>
<b>SPECIAL EVENTS</b>						
Golf Tournament	\$0	\$0	\$0		\$0	Reduced 10K Reduced 5.5K
Tuesday Event	\$100,000	\$90,589	\$100,000		\$90,000	
President's Reception	\$16,000	\$12,411	\$16,000		\$16,000	
Ethics Course Expense	\$15,000	\$0				
Emerging Leaders Reception	\$6,000	\$5,782	\$6,000		\$6,000	
Transportation & other**	\$15,500	\$5,100	\$15,500		\$10,000	
<b>TOTAL SPECIAL EVENT EXPENSES</b>	<b>\$152,500.00</b>	<b>\$113,882.00</b>		<b>\$137,500.00</b>		<b>\$122,000</b>
<b>SPECIAL CONFERENCE EXPENSES</b>						
Room Rate By Down	\$100,000	\$112,110	\$80,000		\$80,000	Reduced 10K
Exhibit Hall Security	\$7,500	\$10,535	\$7,500		\$7,500	
Exhibit Hall Service	\$35,000	\$24,280	\$35,000		\$25,000	
Meeting Planner Services	\$25,000	\$30,650	\$25,000		\$25,000	
<b>TOTAL SPECIAL CONFERENCE EXPENSES</b>	<b>\$167,500</b>	<b>\$177,575</b>		<b>\$147,500</b>		<b>\$137,500</b>
<b>REGISTRATION/MAILINGS</b>						
Postage	\$500	\$0				
<b>OTHER</b>						
Miscellaneous	\$5,000	\$10,111	\$5,000		\$5,000	
Cancellation Insurance	\$4,000	\$4,105	\$4,000		\$4,000	
Staff Expenses	\$15,000.00	\$7,163.00	\$15,000.00		\$15,000	
Office Supplies	\$2,000	\$936	\$2,000		\$2,000	
Printing/Duplicating	\$6,000	\$2,828	\$3,000		\$3,000	
<b>TOTAL OTHER EXPENSES</b>	<b>\$32,000</b>	<b>\$25,143</b>		<b>\$29,000</b>		<b>\$29,000</b>
<b>TOTAL EXPENSES</b>	<b>\$885,000</b>	<b>\$874,646</b>		<b>\$846,500</b>		<b>\$839,000</b>
<b>NET INCOME</b>	<b>-\$104,600</b>	<b>-\$126,767</b>		<b>\$18,900</b>		<b>\$46,400</b>

SOGF Budget

	<b>2023 Budget</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	
<b>REVENUES</b>				
<b>REGISTRATIONS</b>				
Active Member Basic	\$14,100	\$24,100	\$28,000	
Associate Member Basic	\$730		\$0	
Non-Member Basic	\$10,625	\$4,335	\$4,500	
Active Member Intermediate	\$13,500	\$11,005	\$13,000	
Associate Member Intermediate	\$1,825	\$0	\$0	
Active Member Week	\$33,750	\$43,460	\$50,000	
Associate Member Week	\$1,725	\$550	\$0	
Non-Member Intermediate	\$8,500	\$430	\$0	
Non-Member Week	\$10,125	\$8,845	\$10,000	
<b>TOTAL REGISTRATIONS</b>				<b>\$105,500</b>
<b>OTHER REVENUE</b>				
Exhibitors & Sponsorships				<b>\$15,000</b>
Sponsorships			\$15,000	
Exhibitor Fees	\$0	\$0	\$0	
Cancellation Fees	\$0	\$600		<b>\$500</b>
Late Fees	\$2,000	\$0		<b>\$1,000</b>
Ethics Fees	\$8,000	\$0		
Commissions & Credits				<b>\$6,000</b>
Room Credits	\$4,000	\$2,395	\$3,000	
Hotel Commission/ CVB Rebate	\$5,000	\$2,337	\$3,000	
<b>TOTAL REVENUES</b>	<b>\$113,880</b>	<b>\$98,057</b>		<b>\$128,000</b>
<b>EXPENSES</b>				
<b>INSTRUCTIONAL</b>				
Equipment Rentals	\$15,000	\$11,465	\$15,000	
Internet Café/Wi-Fi	\$2,500	\$0	\$2,500	
Speaker Expenses	\$1,000	\$1,367	\$1,000	
Speaker Gifts	\$2,000	\$1,435	\$2,000	
Ethics Expense	\$6,000	\$0	\$0	
<b>TOTAL INSTRUCTIONAL</b>				<b>\$20,500</b>
<b>FOOD &amp; BEVERAGE</b>				
Hospitality Suite	\$9,900	\$7,655	\$10,000	
Refreshment Breaks	\$45,000	\$60,317	\$55,000	
<b>TOTAL FOOD &amp; BEVERAGE</b>				<b>\$65,000</b>
<b>SPECIAL EVENTS</b>				
Emerging Leader Reception	\$0	\$0	\$0	
Welcome Reception	\$12,500	\$5,702	\$10,000	
<b>TOTAL INSTRUCTIONAL</b>				<b>\$10,000</b>
<b>OTHER</b>				
Staff Travel	\$7,500	\$11,912	\$10,000	
Operating Supplies	\$750	\$0	\$750	
Postage	\$100	\$0	\$0	
Printing/Duplicating	\$1,000	\$509	\$0	
Meeting Planning Services	\$6,500	\$6,650	\$6,500	
Welcome Bags	\$3,000	\$2,868	\$2,500	
Insurance	\$2,000	\$0	\$2,000	
<b>TOTAL OTHER</b>				<b>\$21,750</b>
<b>TOTAL EXPENSES</b>	<b>\$114,750</b>	<b>\$109,880</b>		<b>\$95,500</b>
<b>NET INCOME</b>	<b>(\$870)</b>	<b>(\$11,823)</b>		<b>\$32,500</b>

Leadership Budget

	<u>2024 Class VII Budget</u>	<u>2024 Class VII Actual</u>	<u>2025 Class VIII Budget</u>
<b><u>REVENUES</u></b>			
2018 Registration Fees (\$995)	\$19,900	\$20,895	\$29,900
<b>TOTAL REVENUES</b>	<b>\$19,900</b>	<b>\$20,895</b>	<b>\$29,900</b>
<b><u>EXPENSES</u></b>			
Hotel Fee	\$20,000	\$21,418	\$25,000
Breaks	\$3,500	\$2,086	\$5,000
Room Rental	\$0	\$0	\$0
Lunch	\$8,000	\$6,120	\$8,000
Dinner	\$4,500	\$6,893	\$6,500
Staff Travel	\$3,000	\$3,391	\$3,000
Equipment Rentals	\$4,000	\$2,468	\$4,000
Speaker Expenses & Travel	\$24,000	\$21,602	\$24,000
Awards/Pins/	\$1,750	\$1,732	\$1,750
Operating Supplies	\$0	\$0	\$0
Printing/Duplicating	\$750	\$48	\$0
Meeting Planning Services	\$2,000	\$2,000	\$2,000
<b>TOTAL EXPENSES</b>	<b>\$71,500</b>	<b>\$67,758</b>	<b>\$79,250</b>
<b>NET INCOME</b>	<b>(\$51,600)</b>	<b>(\$46,863)</b>	<b>(\$49,350)</b>

CGFO Budget

	2023-2024 Budget	2023-2024 Actual	2024-2025 Budget	2024-2025 Proposed Budget
<b>REVENUES</b>				
Renewals	\$6,000	\$6,600	\$6,000	\$7,000
Application Fee	\$3,000	\$4,525	\$3,500	\$4,000
Review Courses	\$15,000	\$11,395	\$15,000	\$15,000
Exams	\$14,000	\$6,780	\$14,000	\$10,000
Miscellaneous Income	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES</b>	<b>\$38,000</b>	<b>\$29,300</b>	<b>\$38,500</b>	<b>\$36,000</b>
<b>EXPENSES</b>				
Scantron Maintenance & Upgrades & Supplies	\$0	\$0	\$0	\$0
CGFO Printing & Mailing (Plaque)	\$500	\$220	\$1,000	\$1,000
CGFO Exam Rewrite or Update	\$5,000	\$0	\$0	\$5,000
Testing Fees (Proctering)	\$6,000	\$9,490	\$6,000	\$6,000
Fall Review and Exams Food & Beverage	\$8,000	\$0	\$0	\$6,500
Fall Review and Exams AV	\$3,000	\$2,952	\$0	\$3,000
<b>TOTAL NON ADMINSTRATIVE EXPENSES</b>	<b>\$22,500</b>	<b>\$12,662</b>	<b>\$7,000</b>	<b>\$21,500</b>
<b>NET INCOME</b>	<b>\$15,500</b>	<b>\$16,638</b>	<b>\$31,500</b>	<b>\$14,500</b>

Add for rewrite that was not billed in 2024

Add 6500

Add 3000

Boot Camp Budget

	2023 - 2024 Budget	2023 - 2024 Actual	2025 Cost Per Session	2024 - 2025 Budget 9 Sessions
<b><u>REVENUES *</u></b>				
Active Members	\$79,200	\$99,425	\$13,200	\$118,800
Associate Members	\$0	\$0	\$0	\$0
<b><u>TOTAL REVENUES</u></b>	<b>\$79,200</b>	<b>\$99,425</b>	<b>\$13,200</b>	<b>\$118,800</b>
<b><u>EXPENSE</u></b>				
Speaker Fee	\$18,000	\$19,683	\$3,000	\$27,000
AV	\$6,000	\$1,482	\$1,000	\$9,000
Refreshment Breaks	\$18,000	\$9,528	\$3,000	\$27,000
Lunch	\$15,000	\$16,927	\$2,500	\$22,500
Room Rental	\$2,000	\$6,733	\$500	\$4,500
Printing	\$1,800	\$819	\$300	\$2,700
Staff Travel	\$2,000	\$2,472	\$500	\$4,500
<b><u>TOTAL EXPENSES</u></b>	<b>\$62,800</b>	<b>\$57,644</b>	<b>\$10,800</b>	<b>\$97,200</b>
<b><u>NET INCOME</u></b>	<b>\$16,400</b>	<b>\$41,781</b>	<b>\$2,400</b>	<b>\$21,600</b>

**Registrations Type**

Active Member	440.00	440.00	440.00
Associate Member	480.00	480.00	480.00

\* Based on 30 participants per session

2025 has 9 Planned Sessions

July

August

September

SOGF

January

February

March

April

May



Board Budget

	<b>2023 - 2024 Budget</b>	<b>2023 - 2024 Actual</b>	<b>2024 - 2025 Proposed Budget</b>
<b><u>EXPENSE</u></b>			
Hotel	\$24,000	\$0	\$30,000
Meals	\$17,000	\$0	\$21,000
Misc	\$2,500	\$0	\$2,500
<b><u>TOTAL EXPENSES</u></b>	<b>\$43,500</b>	<b>\$0</b>	<b>\$53,500</b>

Hotel cost est at \$225 per night

Average meeting attendance is 22

5 meetings per year plus Strategic Planing (6x22x\$225=\$30,000)

Lunch average cost is \$1,500 (6\*\$1,500=\$9,000)

Dinner Average cost is \$2,000 (6x\$2,000=\$12,000)

Minimum Net Assets - two (2) months of average operating expenses for the prior three (3) years.  
 Desired Net Assets - four (4) months of average operating expenses for the prior three (3) years.  
 If the actual Net Assets begins to approximate or falls below the Minimum Net Assets Amount, the Board of Directors shall take appropriate action to restore the Net Assets Amount to the Desired Net Assets amount. This action should take into consideration relevant circumstances at that time and include, but not be limited to, appropriate expenditure reductions and/or revenue adjustments.  
 \* Updated for NEW Net Assets policy as of 02/05/2009.

	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Projected</i>
<b>Net Assets Check</b>					
	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
Operating Expenses	1,148,327	1,188,858	1,463,703	1,492,600	1,510,100
Average Three Year Expenses	575,121	854,137	1,266,963	1,381,720	1,488,801
Minimum Net Assets - Two months	95,854	142,356	211,160	230,287	248,134
Desired Net Assets - Four Months	<b>191,707</b>	<b>284,712</b>	<b>422,321</b>	<b>460,573</b>	<b>496,267</b>
<i>Middle</i>	143,780	213,534	316,741	345,430	372,200
<i>Budgeted Fund Balance</i>	<b>547,342</b>	<b>390,248</b>	<b>206,129</b>	<b>179,679</b>	<b>190,179</b>



# Florida Government Finance Officers Association, Inc. 2024-2025 Certification Committee Agenda Item

**2024-2025**

**CHAIRPERSON**

**Mary-Lou Pickles, CGFO, CMA**

Retired

207 Clearwater Rd

Interlachen, FL 32148-4325

(386) 937-0538

[mlsp73@hotmail.com](mailto:mlsp73@hotmail.com)

**BOARD LIAISON**

Missy Licourt

**STAFF LIAISON**

Karen Pastula

**COMMITTEE MEMBERS**

Dee Dee Beaver

Rebecca Bowman

Teri Butler

Sondra Collamore

Ian Evans-Smith

Ann Harris Wynter

Carlisha Jenkins

Dallas Lee

Karin Lu

Jonathan McKinney

Karen Malcolm

Tanra-Lee Milson

Susan Nabors

Michael Perry

Liliya Sablukova

Alicia Sheffield

Scott Simpson

Kelly Strickland

Allen Weeks

Denese Williams

Chelsie Wilson

Katherine Woodruff

**Meeting Date:** October 23, 2024

**Title of Item:** Certification Committee Report

**Executive Summary, Explanation or Background:**

Members of the Certification Committee were provided an update on activities including agenda items that the Board approved at their August 23 meeting via email in lieu of a Teams meeting because there were no discussion items that required committee approval.

**Content**

**1. Applications & Renewals:**

- Twenty-six new applications were received and approved for the quarter ending September 30.
- 106 renewals for the June 30, 2024 report date were completed and the random audit process has been started. Non-renewal letters are being sent to CGFOs who failed to complete all requirements for their renewals.
- There were five new CGFOs for the quarter ending September 30.

**2. Exam Questions & Review Sessions Subcommittee:**

- The increase in test bank questions for all five exams has been completed and the presentations updated to include material on the new questions.
- As of today, there were 41 candidates registered for the Review Sessions, with between 26 and 28 students per class.

**3. Special Projects:**

- Nathaniel Perez was the first candidate to earn his CGFO completely on-line.
- Since moving online there have been a total of 73 exams taken: Accounting and Financial Reporting (13); Debt Management (13); Financial Administration (17); Planning and Budgeting (18); and Treasury Management (12).



# Florida Government Finance Officers Association, Inc. 2024-2025 Certification Committee Agenda Item

2024-2025

**CHAIRPERSON**

**Mary-Lou Pickles, CGFO, CMA**

Retired

207 Clearwater Rd

Interlachen, FL 32148-4325

(386) 937-0538

[mlsp73@hotmail.com](mailto:mlsp73@hotmail.com)

## Recommended Action:

For information only. No action required.

**BOARD LIAISON**

Missy Licourt

**STAFF LIAISON**

Karen Pastula

**COMMITTEE MEMBERS**

Dee Dee Beaver

Rebecca ~~2024~~Bowman

Teri Butler

Sondra Collamore

Ian Evans-Smith

Ann Harris Wynter

Carlisha Jenkins

Dallas Lee

Karin Lu

Jonathan McKinney

Karen Malcolm

Tanra-Lee Milson

Susan Nabors

Michael Perry

Liliya Sablukova

Alicia Sheffield

Scott Simpson

Kelly Strickland

Allen Weeks

Denese Williams

Chelsie Wilson

*Mary-Lou Pickles*

**Committee Chair**

*October 8, 2024*

**Date**



# Florida Government Finance Officers Association, Inc. 2024-2025 Certification Committee Agenda Item

**2024-2025**

**CHAIRPERSON**

**Mary-Lou Pickles, CGFO, CMA**

Retired

207 Clearwater Rd

Interlachen, FL 32148-4325

(386) 937-0538

[mlsp73@hotmail.com](mailto:mlsp73@hotmail.com)

**BOARD LIAISON**

Missy Licourt

**STAFF LIAISON**

Karen Pastula

**COMMITTEE MEMBERS**

Dee Dee Beaver

Rebecca Bowman

Teri Butler

Sondra Collamore

Ian Evans-Smith

Ann Harris Wynter

Carlisha Jenkins

Dallas Lee

Karin Lu

Jonathan McKinney

Karen Malcolm

Tanra-Lee Milson

Susan Nabors

Michael Perry

Liliya Sablukova

Alicia Sheffield

Scott Simpson

Kelly Strickland

Allen Weeks

Denese Williams

Chelsie Wilson

Katherine Woodruff

**Meeting Date:** October 23, 2024

**Title of Item:** Certification Reciprocity with GFOA

**Executive Summary, Explanation or Background:**

At the August 23 meeting, the Board approved moving forward with exploring the GFOA partnership for reciprocity between our two certifications. Following the Board meeting, the information GFOA requested on our program statistics and exam content were submitted to GFOA for their review and approval.

**Content:**

GFOA accepted our terms and drafted the attached MOU which outlines (see exhibit A) the criteria we provided for CPFOs to earn their CGFO, and that CGFOs and CPFOs who earn their dual certifications under the agreement are subject to the renewal processes and requirements of each separate certification. Additional details in the MOU deal with: the promotion of the partnership, exchanging of proprietary and confidential information, logo use, and other standard contract terms.

**Recommended Action:**

Approval of the attached MOU with GFOA for reciprocity between our two certifications, which will become effective when both parties sign the agreement.

*Mary-Lou Pickles*

*October 8, 2024*

**Committee Chair**

**Date**

## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made effective as of DATE, between the Government Finance Officers Association of the United States and Canada ("GFOA"), and the Florida Government Finance Officers Association ("FGFOA") (hereinafter referred to collectively the "Parties").

WHEREAS each party is a not-for-profit professional organization with missions to provide leadership, education, resources, and other services to improve local government and the public finance profession; and

WHEREAS GFOA administers the Certified Public Finance Officer program ("CPFO") and FGFOA administers the Certified Government Finance Officer program ("CGFO"); and

WHEREAS, the Parties recognize the value of collaboration between the CPFO and CGFO to support the mutual mission, goals and objectives of the two organizations;

NOW THEREFORE, GFOA and FGFOA agree:

1. To cooperate and work together in strategic partnership to promote the CPFO and CGFO programs by providing eligibility benefits for qualified CPFOs and CGFOs as defined in the GFOA and FGFOA Scope of Work included in this MOU as Exhibit A.
2. During the term of this MOU, both Parties will promote the CPFO and CGFO program and highlight benefits from program reciprocity.
  - a. Both parties shall indicate on their respective website that a strategic partnership exists and outline member benefits and eligibility criteria defined in Exhibit A.
  - b. Both parties shall identify representatives to serve as primary points of contact.
  - c. Both parties shall engage in regular communications and coordinate marketing and promotional activities.
  - d. Both parties agree to acknowledge each other's brands and logos in any promotional materials, publications, or communications related to this MOU. Each party shall provide guidelines regarding the use of their branding, which must be adhered to by the other party. Any co-branded materials or communications must also receive written approval from both parties prior to release. The parties recognize the importance of maintaining their respective brand identities and agree to collaborate to ensure that all branding efforts reflect a positive image and promote the objectives of this MOU.
3. During the term of this MOU, the Parties may agree to exchange proprietary and confidential information. Proprietary and confidential information which is exchanged may be used only by the receiving party in connection with this MOU and shall not be disclosed to any third party without the express approval of the disclosing party. The Parties agree to use their best efforts to prevent the disclosure of any proprietary information, including but not limited to client lists, potential client lists, trade secrets, commercial or financial information, that either party treats as confidential or privileged, to any person, firm, or organization, except with the written authorization of the other Party.

- a. The parties agree to collaborate in sharing the relevant data and information necessary for the fulfillment of this MOU. Data sharing will occur in compliance with applicable laws and regulations, including but not limited to data protection and privacy laws. Each party shall ensure that any data shared is accurate and that it maintains the integrity and security of the data throughout the sharing process.
- 4. All intellectual proprietary rights, title, and interest (including copyright and ownership) in any Work Products developed under this MOU shall be jointly owned by the parties and shall be deemed to be "collaborative works" under the United States Copyright Laws or any equivalent laws of applicable foreign jurisdictions. Such right, title, and interest includes, without limitation, the right to use, exploit, copy, perform, display, promote, market, create derivative works of, and distribute the Work Products in any format.
- 5. Relationship of the Parties:
  - a. This Agreement shall not constitute a joint venture, consortium, or any other form of business arrangement or organization, other than the mutual understanding and the rights and obligations of the Parties as expressly set forth herein.
  - b. Neither Party shall have the authority to bind the other Party or make any commitments of any kind for or on behalf of the other Party nor act as an agent or partner of the other for any purpose whatsoever.
- 6. Costs:
  - a. Any and all costs, expenses, risks, or liability to either of the Parties caused or arising out of this Agreement shall be borne by the respective Party causing or incurring the cost or expense.
  - b. Neither Party shall be liable or obligated to the other for any such costs, expenses, risks or liability other than those otherwise referenced in this MOU.
- 7. Either Party may terminate this agreement with ninety (90) days written notice.
- 8. Unless otherwise terminated by a Party, this MOU shall be in effect from the effective date of this MOU for a period of three (3) years; with the understanding that the MOU may be extended for an additional period by mutual agreement of both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

**Florida Government Finance Officers Association**

**Government Finance Officers Association of the United States and Canada**

By:  
Authorized Representative

By:  
Authorized Representative

Name:

Name:

Date:

Date:

Title:

Title:

## Exhibit A

### **Benefits and Eligibility Requirements for GFOA CPFOS:**

As part of the reciprocity agreement, FGFOA would offer the following benefits to current and future GFOA CPFOS who meet the FGFOA membership requirements\* per FGFOA's CGFO Program:

1. Receive credit for passing all five parts of the non-Florida specific exam questions. Candidates must pass a single Florida-specific exam (75 questions) to cover those questions from each of the five exams.
2. Candidates will submit a fee of \$250 for one year of participation, which includes two exam attempts to pass the Florida-specific exam.
3. Candidates must pass a 25-question Ethics exam prior to taking the Florida-specific exam.
4. Candidates who don't pass the Florida-specific exam after two attempts will pay the normal \$75 fee to re-take the exam.
5. Candidates who don't pass the Florida-specific exam within one year will have to reapply to the program.

Any candidate already enrolled in the program who paid an application or exam fee will not receive a refund.

*\*A minimum of 1 year of work experience must be in the state of Florida.*

### **Benefits and Eligibility Requirements for FGFOA CGFOs:**

As part of the reciprocity agreement, GFOA would offer the following benefits to current and future FGFOA CGFOs who meet the GFOA membership requirements per GFOA's CPFO Program:

1. Receive credit toward three of the seven CPFO exams of the candidate's choice.
2. The option to pay \$600 to enroll, which includes five exam attempts and one year of participation OR pay \$1,200 for ten exam attempts and two years of participation.
3. After successfully passing the four exams within the five-year window, the candidate will earn the CPFO certification.

Any candidate already enrolled in the program who paid an application or exam fee will not receive a refund.

### **Continuing Education and Requirements for CGFOs and CPFOS**

CGFOs and CPFOS who earn their dual certifications under this agreement are subject to the renewal processes and requirements of each separate certification.





**Florida Government Finance Officers Association, Inc.  
2024-2025 Conference Program Committee  
Agenda Item**

**2024-2025**

**CHAIRPERSON**

**Sarah Simpson, CPA, CGFO**  
Budget Manager  
City of Aventura  
19200 W Country Club Dr  
Aventura, FL 33180-2403  
(305) 466-8951  
[simpsons@cityofaventura.com](mailto:simpsons@cityofaventura.com)

**BOARD LIAISON**

Melissa Burns

**STAFF LIAISON**

Jill Walker

**SUB-CHAIR MEMBERS**

Tiffany Hewitt Lewis  
Wayne Meyer  
Annette Payne  
Ben Salz  
Kristin Thompson  
Patricia White

**Meeting Date:** October 23, 2024

**Title of Item:** 2025 Annual Conference Program Preliminary  
Session Times, Titles and Descriptions

**Executive Summary, Explanation or Background:** Attached  
please find the preliminary schedule outline for the conference.

**Content:** Last year's session times and credits that have been  
modified are notated with a strikethrough. New additions are  
notated in **red**.

**Recommended Action:** The Board review the schedule and  
provide any suggestions and/or guidance regarding session  
schedule to assist with the planning stages.

*Sarah Simpson*

**Committee Chair**

*10/11/24*

**Date**

**Accounting, Auditing, and Financial Reporting**

Rank	Suggested Session Title	Session Description	Notes
1	Auditor General & Department of Financial Services Update	Update from the Florida Auditor General's Office and Department of Financial Services on current issues pertaining to local governments.	
2	GASB Update	This session will include the latest news from the Governmental Accounting Standard Board (GASB) and provide answers to address public confusion about current pronouncements. Included in this session discussion is the new GASB Reporting Model.	
3	Single Audits & SEFA Preparation	Federal and State grants are critical funding sources for many governments and special districts but also come with many different compliance requirements that often change every year. This session will give a single audit specialist's best tips on what finance officers and grant managers can do to prepare in advance for their required annual single audits over federal and state grants, i.e. what reports should be maintained, how to track the accounting of each grant expenditures and how to calculate deferred revenue. Learn what your auditors will be looking for so you can pass your single audit easily and efficiently.	
4	Internal Controls - Common Holes and How to "Plug" Them!	The course will discuss indicators and risk factors related to a lack of internal controls. Participants will learn holes in internal controls that may contribute to fraud and how to "plug" them. We will also provide guidance how to maintain an effective internal control environment where smaller government entities have more limited resources and personnel.	
5	How to Make Your Annual Audit Easier	Have you ever wondered why your annual financial statement audit takes so long and why your auditors ask so many questions? Would you like to make the whole process easier and faster? In this session, you'll gain insight into what your auditors are thinking and why they have to dig so deep into your processes and records. You'll also walk away with tips and recommendations on some specific types of internal controls that you can implement now to dramatically reduce the time and effort required for future audits.	
6	The GASB's Shifting Focus: A Conversation with Alan Skelton	The GASB's pace of standards setting has slowed down in recent years as it has devoted more resources to supporting, monitoring, and studying implementation of standards, developing a taxonomy for financial reporting, and conducting research on other topics. Come and learn through discussion with the GASB's staff director about why this change has occurred and what it means for governments that follow generally accepted accounting principles.	<b>Possible Evolution Series Request GASB for Monday, June 16, 2025</b>
7	Reimbursement Dos and Don'ts for When Disasters Strike	Does your organization know what to do if a disaster such as a hurricane strikes? This session will cover FEMA's and FDEM's reimbursement process for emergency management expenses. FEMA's reimbursement categories (A to Z) will be reviewed as will what documentation is needed to maximize reimbursement for declared emergency management events. F-ROC is a new initiative, sponsored by the Florida Division of Emergency Management (FDEM), that standardizes, streamlines, and simplifies the FEMA Public Assistance (PA) process which results in a quicker recovery and reduced risk for applicants. Come and learn about F-ROC and see if your organization wants to participate in the program.	

---

**Accounting, Auditing, and Financial Reporting**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
8	Common Audit Findings	This session will include discussion of common audit findings at various local government entities related to financial reporting, internal controls and compliance as well as best practices for addressing them.	
9	GFOA Best Practices: Financial Reporting	GFOA has Best Practices on many subjects. As part of the FGFOA's new initiative to include them in the conference, come and learn the GFOA's best practices on Financial Reporting.	
10	Sales Tax for Municipalities	Come and hear from a panel of speakers discussion on various sales tax topics. Foundational knowledge, polices and procedures, best practices, laws, timelines and exemptions applicable to local governments will all be discussed.	
11	Accounting for the Constitutional Offices	Come and hear from a panel on the Constitutional Offices of Clerk, Sheriff, Property Appraiser, Tax Collector and Supervisor of elections. How do these operations integrate to the Financial Statements? Are there opportunities for better interactions while remaining independent? What is their independence and responsibility of audits?	

**Budgeting, Economics, and Financial Planning**

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
1	Strategic and Financial Planning	The strategic plan is a useful tool to ensure resources are properly allocated based on the top priorities of a community, and it becomes the foundation for your budget and long-term financial plan. This session will walk you through the strategic planning process, provide examples of how to integrate the strategic plan into the budget process and provide insight on how to develop a multi-year financial plan that supports your strategic plan. The session will also discuss several options to help fund necessary capital projects including special assessments, impact fees, utility taxes and other less frequently used revenue sources authorized in Florida.	
2	The Budget and Sustainability	GFOA Distinguished Budget Presentation Award recipient Coral Springs shares their three pillars of sustainability: financial, organizational, and environmental. They will discuss the relationship between budget and sustainability and how to create a collaborative culture which supports the pillars of sustainability.	
3	How Does the Current Economic Environment Impact the Budgets of Local Government?	In this session, the current economic state will be discussed including contributing factors, identifying economic indicators and how to use the economic indicators in municipal budgeting and financial planning.	
4	The "ABC's and 123's" of RFQ's & RFP's	This session will provide an overview of the various procurement methods including a Request for Quote (RFQ), a Request for Proposal (RFP), sole/single source, piggybacks and co-operatives. This session will discuss considerations for utilities and construction services and determining the appropriate strategy. It will also provide insight on how to document the procurement method to enforce compliance with Florida Statutes and agency policies while ensuring financial planning and budgets are adhered to.	
5	GFOA Best Practices: Grant Administration	Do you have steps in place and a grants policy to follow that make grant application and acceptance a win/win situation? Policies and procedures are necessary to help the organization receive all the benefits of the grant and avoid risks, findings and stay in compliance with grants. This session will explain GFOA's Best Practice on Grant Administration.	
6	Conversations on Procurement Excellence: Process Efficiency	This session will explain the process of establishing a contract with a government agency and discuss procurement process efficiency challenges and creative solutions for mitigating those challenges. The session will also discuss topics which impact procurement cycle times such as staffing capacity, purchasing thresholds, legislative review and engagement with users.	
7	Beyond the Office: Building a Collaborative Relationship with Parks and Rec	In many communities, the Parks and Recreation department is the primary way the public interacts with local government. Constituents and their families visit parks, join sports teams, learn to swim, and engage in other activities that greatly increase their quality of life. At the time, these programs can have some unique or complex finance, budget procurement considerations. To ensure this important work continues in our communities, finance staff and parks and rec staff must collaborate. At this session, you'll hear from both finance and parks and recreation professionals about how they have developed more collaborative relationships and how that helps with purchasing supplies, processing payroll, budgeting for facilities, and more.	<b>Possible Evolution Series</b>

---

**Budgeting, Economics, and Financial Planning**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
8	Are you ready for (a) TRIM?	This session will provide an overview of the Truth in Millage (TRIM) process including timeline, coordination of meetings and ads, and ad selection. The session will also discuss the rolled-back millage rate calculation, proposing a millage rate, and implications of proposing a rate other than the rolled-back rate.	
9	Assessments 101	How do you develop, present to elected officials, implement, fund and manage an assessment - including the legal aspects? This session will discuss and explain the types of assessments, how they work, how they're used and how the tax collector can help. The session will include a discussion on specific examples of successful implementations.	
10	Politics, Budgeting & the Public "Oh My!"	There are many factors that go into the budget and many whom the budget impacts. Many people want their items in the budget - citizens, elected officials and staff to name a few. During this session, examples will be given on how others navigated the politics involved in the budgeting process and share those tools for attendees to apply.	<b>Possible Evolution Series</b>
11	Budget Process Overview	Discussion of the main steps and core items to do and look at when preparing a governmental budget. This Includes an overview of Revenues and Expenditures/Expenses, State requirements for budgeting, presentations to the public and issuing a budget book.	

---

**Pre-Conference Leadership**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
1	Developing Skills to Lead	Do you have the skills to lead? Learn what current Government Leaders look for in staff, what skills are needed to grow in an organization and tips to gain them.	<b>Possible Evolution Series</b>
2	Using Strategic Thinking to Create a Vision	Organizations without a shared vision or goals are destined for chaos and ultimately failure. By employing strategic thinking, a vision can be created for your organization. Once created, sharing and gaining "buy in" are the next steps which sometimes include reorganizations. This session will cover all of this.	
3	Leading During Financial Uncertainty	CARES Act monies and other federal aid has been exhausted. Now our leaders must face the reality of financial uncertainty. This session will include a panel of past and/or current leaders who will share their own experiences in this type of environment and offer helpful tips.	<b>Possible Evolution Series</b>
4	Is Your Team Motivated and Cohesive?	This session will focus on fostering an environment of accountability, engagement and cohesiveness in order to achieve an organizations goals and be successful. Ideas and success stories of how this can be done even with limited resources like raises and bonuses will be shared.	
5	Succession Preparedness & Mentoring	How do we develop our future leaders and prepare for succession? Cross training and mentoring are vital components.	
6	What a Performance!	Performance improvement through balanced scorecards, SWOT analysis, and management control evaluations.	

---

**Policy, Leadership, Strategic Planning, and Personnel**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
1	Keynote Follow-up Session	Keynote Speaker from Sunday, Alexandra Silva Labarr may possibly do a "spin off" session.	
2	Keynote Follow-up Session	Keynote Speaker from Monday, David Rabiner, may possibly do a "spin off" session.	
3	Trust Me?	An essential trait possessed by effective leaders is that they are trusted by the people they lead and the community in which they serve. A panel of past FGFOA Presidents will discuss their own perspectives on gaining (loosing) trust, keeping it and provide guidance for attendees on how they can build and gain the trust of others.	<b>Possible Evolution Series</b>
4	"Yes, We Can" - Women in Leadership Series	A panel of female leaders discuss their own journeys as well as the balancing act, struggles, skill sets needed, successes & how to inspire and support other women and the next generation to do great things.	<b>Possible Evolution Series</b>
5	Mentoring - The Gift That Keeps On Giving	Everyone has heard inspirational stories about the important roles mentors played in successful leaders. This session will discuss the importance of paying this gift forward so we can grow future leaders.	<b>Possible Evolution Series</b>
6	Legislative Updates	This session will review the 2025 legislative session, review the bills that passed and failed and discuss their implications for local governments.	
7	Moving Past "No"	Panel discussion on how to persuade people to share information. Have you ever had someone tell you that they didn't have time to talk or try to push you off to someone else? The difficulty of gaining cooperation is something accountants and auditors face all the time. In this session, you will learn different ways to foster cooperation by easing tension and anxiety so you can obtain the information you need.	<b>Possible Evolution Series</b>
8	Lean Six Sigma: Leading More Efficient Operations	How the use of Lean Six Sigma principles can lead to more efficient operations. The tone at the top is an important consideration which is why I mentioned it here. If leadership embraces the concepts, the rest will follow.	
9	From Ordinary to Extraordinary	If you have even wondered how to engage or motivated your team, or even yourself, you don't want to miss this session? Whether you are the leader of the team or a member of the team, a cohesive and engaged team is a must. The question becomes how is it possible, among all the distraction of life? In today's fast paced, and every changing environment it can feeling like you are multi-tasking, juggling and even barely surviving, and yet, as a leader your focus needs to be your team. Take an introspective look at your own leadership, and the impact you have on others. Everyone can lead in a way that inspires, motivates, and engages others no matter.	

**Policy, Leadership, Strategic Planning, and Personnel**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
10	Leadership for Introverts	A panel of leaders discuss how they were able to overcome their introverted tendencies and still manage to become effective leaders. Additionally insights and tips will be given to assist current leaders help mold introverted staff into the next generations of leaders.	<b>Possible Evolution Series</b>
11	Case studies in ethical dilemmas	A discussion of case studies involving situations where the ethical choice wasn't exactly clear cut.	
12	Bullying: Awareness and Effective Response & Conflict Resolution	Bullying and Mobbing behaviors can wreak havoc on your workplace culture and destroy morale. In addition, such behavior can be a tremendous legal liability. Learn why these issues take place in organizations and how to address this problem before it's too late.	
13	Writing Effective Employee Performance Evaluations	Employees cannot improve job performance and advance in their careers without the care and guidance provided by their supervisors. This session will provide some helpful tips for writing effective employee performance evaluations that encourage excellence and growth.	
14	When Politics and Administration Collide	The importance of the symbiotic relationship between our elected officials and city/county/state administrations cannot be understated. The difficulties often arise when different and/or conflicting perspectives are not carefully considered. This session will present some helpful strategies for avoiding these collisions and the damages they cause.	
15	Self-insured Health Plans	As the cost of employee health insurance continues to increase, some local governments are self-insuring and realizing significant cost savings.	
16	Diversity in the Workplace	Maintaining diversity is vital in the public sector so that our community is represented. This session will present strategies for achieving this important goal.	
17	Navigating the Intergenerational Workplace	Bridging the generational gap is vital in today's workplace as a new generation of employees join your organization. Do motivations change between different generations? How do you build and sustain highly effective organizations across multiple generations?	
18	Public Records & Sunshine Law	Understanding the importance of maintaining and retaining public records, public records requests, and Florida's Sunshine Law.	
19	Introduction to FL Municipal Laws	A presentation of municipal laws that apply to all city and county governments in the State of Florida.	



---

**Policy, Leadership, Strategic Planning, and Personnel**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
20	Live Local Act	The Live Local Act is a Florida law that aims to increase the availability of affordable housing so that people can live in the same communities where they work.	
21	Best Practices in Pensions & OPEB	Best practices for the financial management of pensions and other post employment benefits such as health care, death benefits, life insurance, disability, and long term care.	

---

**Pre-Conference Investment**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
1	Economic and Market Update	Come hear an update on the economy and interest rates following recent Federal Reserve actions, and how it impacts investment options for local Florida governments.	
2	Investment Approach and Options for Small to Medium Sized Governments	With limited experience, time and staff resources, how can your Finance Department develop and manage an Investment approach and program? This session will include a brief overview of the key areas of F.S. Investment guidelines, things to avoid and recommendations from a panel of speakers.	
3	Overview on Pensions and Investments for a Finance Director	Although pension boards often handle this after local Florida government annual funding of the pension requirement, this panel will cover what a Finance Director needs to know about how pensions operate, important terms and processes that need to be understood and pension investment objectives and approaches.	
4	Trust in the Economy	A discussion on how society views the economy and why we may have high trust or low trust in it.	

## Banking, Investment, Risk, Treasury Management, and Debt Management

Rank	Suggested Session Title	Session Description	Notes
1	Debt Portfolio Management	During this session participants will learn fundamentals, i.e. debt cycle, limits, legal requirements, the Electronic Municipal Market Access (EMMA) and disclosures.	
2	Financing Capital improvements	Not every local government has the option to use "pay as you go" financing. Knowing when capital financing is needed and what the best potential option for your agency is will be discussed.	
3	Short-term vs. Long-term Investments	There are many different types of investments and each has a thought process and strategy behind using each. This session will speak on the allowable investments in portfolios and investment considerations for operating and long-term portfolios.	
4	Managing Cash Flows	This session will focus discussion on how forecasting, monitoring, and investing cashflow on regular basis ensures sufficient funds to pay bills and cover fees while investing surplus to earn higher rates and increase income.	
5	Post Issuance Compliance - Tax Exempt	Are you aware of the regulations? Come learn what tax-exempt bond issuers need to know about reporting requirements, document retention requirements, how to prepare an arbitrage rebate calculation and some of the exceptions to the rebate requirements. In addition come learn about investing tools that can help maximize your earnings within the parameters of the arbitrage rules and continuing disclosure to help you coordinate compliance with the regulations.	
6	Bank Safety and Soundness	Discussion in this session will focus on mitigating banking risk for Municipalities and Counties - Bank Ratings and Assessments, Enforcement Actions, Banking Regulators...and more.	
7	Ratings Updates	Have you heard the updates in rating philosophies and processes yet? This session will focus on the updates, what do agencies look for, the challenges with bond issuance as well as changing internal procedures.	<b>Possible Evolutions Series</b>
8	GFOA's Rethinking Reserves	Do you know the various approaches to determining the appropriate level of financial reserves that your financial policy states? Do you know what the GFOA's best practice and guidance on reserves currently is and the thought behind it? Why is the GFOA changing it's thought pattern and to what and when? How will all of these changes effect local governments and how will it change their bond ratings? This session will focus on just that!	
9	Best Practice for Information Delivery	How should you communicate the information your organization has to Elected Officials, City Administration and other Stakeholders? Come learn the best practices for information delivery in this session.	
10	Self-insured Health Insurance Program Foundations and Compliance Requirements	This session will focus on an overview of self insured health insurance including important compliance requirements related to self-insured plans (funding amounts, IBNR, filing requirements, etc..)	

---

**Banking, Investment, Risk, Treasury Management, and Debt Management**

---

<b>Rank</b>	<b>Suggested Session Title</b>	<b>Session Description</b>	<b>Notes</b>
11	Portfolio Risk Mitigation & the Economy	This session will discuss what happens to your portfolio with changes in the market and how you can take steps to prevent large risks.	

---

---

## Technology

---

Rank	Suggested Session Title	Session Description	Notes
1	Leveraging AI	This session will speak about AI and incorporate real world examples of deploying AI in a governmental entity and a private CPA firm - the lessons learned and how they leveraged the power of AI.	
2	Microsoft Subscription Licensing Management	Are your software subscriptions getting out of hand? Then this session is for you! Discussion will take place on software subscriptions, how to control software subscriptions and achieve cost savings.	
3	Best Practices for Surviving a Cyberattack	Come learn what governmental entities can do to mitigate the damage from a cyber attack and how they can recover afterwards.	
4	Cybersecurity Update	This session will look at the latest cybersecurity threats and the types of damage they inflict, strategies for addressing cybersecurity threats and challenges new technologies present.	<b>Panel Discussion - Possible Evolution Series</b>
5	Microsoft Office Tips & Tricks	Learn how to leverage Microsoft Office products from Excel (and its forecasting tools) to Teams and more!	
6	IT Audit Discussion	This session will look at the new IT audit requirements governmental agencies are required to follow.	
7	Changes in the CPE Reporting Requirements	Did you know that the DBPR made changes related to how CPE for CPA license holders have to be reported? Come learn all about this and hopefully a few tips & tricks for reporting!	
8	Incorporating ADA Accessibility Guidelines into Governmental Finance	Learn how to navigate the new ADA Digital Accessibility requirements into financial documents such as Budget Books, ACFRs and etc. in this session.	
9	Changes in Technology & How to Stay Current	This session will focus on the changes in technology and provide tips for how employees of all generations can embrace and leverage them.	

**2025 FGFOA Conference Program Preliminary Schedule  
June 14 - 18, 2025 | Diplomat Beach Resort | Hollywood, FL**

**Saturday June 14, 2025**

	Time In	Time Out	# of Sessions	Session Minutes	Credits
Sessions	8:00 AM	9:40 AM	2	100	2
Break	9:40 AM	10:00 AM			
Sessions	10:00 AM	11:40 AM	2	100	2
Lunch	11:40 AM	1:00 PM			
Sessions	1:00 PM	2:40 PM	2	100	2
Break	2:40 PM	3:00 PM			
Sessions	3:00 PM	4:40 PM	2	100	2

**Sunday June 15, 2025**

	Time In	Time Out	# of Sessions	Session Minutes	Credits
<b>First Time Attendees <del>11:00am</del> 10:30am - 11:45am</b>					
<b>FGFOA Chapter President's Roundtable 12:00 - 12:45pm</b>					
Sessions <b>Opening General Session</b>	1:00 PM	2:40 PM	TBD	100	<del>2</del> <b>1</b>
Break	2:40 PM	3:00 PM			
Sessions	3:00 PM	4:40 PM	TBD	100	2

**Association Night**

**2025 FGFOA Conference Program Preliminary Schedule  
June 14 - 18, 2025 | Diplomat Beach Resort | Hollywood, FL**

**Monday June 16, 2025**

	Time In	Time Out	# of Sessions	Session Minutes	Credits
<b>2nd General Session</b>	<b>8:00 AM</b>	<b>9:40 AM</b>	<b>TBD</b>	<b>100</b>	<b>1</b>
<b>Break</b>	<b>9:40 AM</b>	<b>10:00 AM</b>			
<b>Sessions</b>	<b>10:00 AM</b>	<del><b>11:40 AM</b></del> <b>11:15 AM</b>	<b>TBD</b>	<del><b>400</b></del> <b>75</b>	<del><b>2</b></del> <b>1.5</b>
<b>Standing Committee Meetings</b> <b>11:50 AM - 1:00 PM</b> — <b>11:20 AM - 12:30 PM</b>					
<b>Sessions</b>	<b>1:00 PM</b>	<b>2:40 PM</b>	<b>TBD</b>	<b>100</b>	<b>2</b>
<b>Break</b>	<b>2:40 PM</b>	<b>3:00 PM</b>			
<b>Sessions</b>	<b>3:00 PM</b>	<b>4:40 PM</b>	<b>TBD</b>	<b>100</b>	<b>2</b>
<b>Dynamic Leadership Reception</b> <b>5:00pm - 6:30pm</b>					

**2025 FGFOA Conference Program Preliminary Schedule**  
**June 14 - 18, 2025 | Diplomat Beach Resort | Hollywood, FL**

**Tuesday June 17, 2025**

	Time In	Time Out	# of Sessions	Session Minutes	Credits
Sessions	8:00 AM	9:40 AM	TBD	100	2
Break	9:40 AM	10:00 AM			
Sessions	10:00 AM	<del>11:40 AM</del> 11:15 AM	TBD	<del>400</del> 75	<del>2</del> 1.5
<b>Annual Business Meeting, Innovation Awards Luncheon &amp; Past Presidents Recognition</b>					
<del>11:50 AM - 11:30 AM</del> - 1:15 PM					
Sessions	1:30 PM	3:10 PM	TBD	100	2
Break	3:10 PM	3:30 PM			
Sessions	3:30 PM	4:45 PM	TBD	75	1.5
<b>Tuesday Night Event</b>					

**Wednesday June 18, 2025**

	Time In	Time Out	# of Sessions	Session Minutes	Credits
<del>Annual Business Meeting 9:00AM - 9:20AM</del>					
Sessions	<del>9:30 AM</del> 8:30 AM	<del>10:45 AM</del> 10:10 AM	TBD	<del>75</del> 100	<del>1.5</del> 2
Break	<del>10:45 AM</del> 10:10 AM	<del>11:00 AM</del> 10:30 AM			
Sessions	<del>11:00 AM</del> 10:30 AM	<del>11:50 AM</del> 11:45 AM	TBD	<del>50</del> 75	<del>4</del> 1.5

**Total Credit Offerings**

<b>2025</b>	<b>28.00</b>
<b>2024</b>	<b>29.00</b>





**Florida Government Finance Officers Association, Inc.  
2024-2025 Educational Programs Committee  
Agenda Item**

**2024-2025**

**CHAIRPERSON**

**Andrew Thompson**

Director of Financial Services  
City of Oakland Park  
3650 NE 12<sup>th</sup> Avenue  
Oakland Park, FL 33334  
(954) 630-4203  
[andrewt@oaklandparkfl.gov](mailto:andrewt@oaklandparkfl.gov)

**BOARD LIAISON**

**Anna C. Otiniano**

**STAFF LIAISON**

**Karen Pastula**

**Meeting Date:** October 23, 2024

**Title of Item:** Educational Programs Committee Update

**Executive Summary, Explanation or Background:**

The Educational Programs Committee's webinar slate was approved at the prior board meeting. A draft schedule was prepared. Currently in the process of assigning coordinators for webinars and soliciting volunteers to serve as moderators and back-up moderators for future sessions.

No other updates.

**Recommended Action: Report only**

***Andrew Thompson***

**Committee Chair**

***10/11/2024***

**Date**



**Florida Government Finance Officers Association, Inc.  
2024-2025 Event Host Committee  
Agenda Item**

**2024-2025  
CHAIRPERSON**  
**Yeimy Guzman**  
Deputy Finance Director  
City of Dania Beach  
100 W Dania Beach Boulevard  
Dania Beach, FL 33004  
(954) 924-6800  
yguzman@daniabeachfl.gov

**BOARD LIAISON**  
Allison Tesla

**STAFF LIAISON**  
Jill Walker

**COMMITTEE MEMBERS**

- Eva Aquino
- Susan Brown
- Kylie Chiavuzzi
- Tracy Ellison
- Brad Fannon
- Elise Gann
- Carolyn Gatch
- Ann Harris Wynter
- Jeanette Haynes
- Carlisha Jenkins
- Keisha Laughton Young
- Caroline Lebron
- Shernett Lee
- John Oravec
- Nina Plotkina-Mahadeo
- Elizabeth Ramsden
- Bridget Souffrant
- Denese Williams
- Kelli Willits
- Pat White

**Meeting Date:** October 23, 2024

**Title of Item:** Committee Updates

**Executive Summary, Explanation or Background:**

The Event Host Committee organizes events that greatly contribute to the growth and development of our FGFOA membership community. Here is a update for the host committee and upcoming plans for the.

**School of Governmental Finance:** Individual meetings were held with committee members regarding the hospitality suites. We will continue to work through this week and finalize with the “Scary Costume Night” on Thursday.

**Annual Conference:** We are actively exploring potential venues for the annual event. We recently checked out Pinstripes and Hard Rock. Once we finalize the SOFG, we will shift our focus to planning this event. Our committee members are enthusiastic about getting started on this project.

**Recommendations**

None at this time.

*Yeimy Guzman*

Name

10/11/2024

Date Submitted



**Florida Government Finance Officers Association, Inc.  
2024-2025 Professional Development Committee  
Agenda Item**

**2024-2025**

**CHAIRPERSON**

**Kadem V. Ramirez**

Deputy Finance Administrator  
City of Palm Beach Gardens  
10500 N Military Trail  
Palm Beach Gardens, FL 33410  
[\(954\) 940-2947](tel:(954)940-2947)  
[kramirez@pbgfl.com](mailto:kramirez@pbgfl.com)

**BOARD LIAISON**

Lorrie Brinson

**STAFF LIAISON**

Karen Pastula

**Meeting Date:** October 23, 2024

**Title of Item:** Committee Update

**Executive Summary, Explanation or Background:**

A verbal report will be given.

**Recommended Action:** None

*Kadem Ramirez*

**Committee Chair**

October 15, 2024

**Date**



# Florida Government Finance Officers Association, Inc. 2024-2025 School of Governmental Finance Committee Agenda Item

**2024-2025**

**CHAIRPERSON**

Elizabeth Anne Walter, MBA,  
CGFO, CPFIM  
Budget & Grants Manager  
South Florida Regional  
Transportation Authority  
801 NW 33rd St  
Pompano Beach, FL 33064-  
2013  
(954) 788-7882  
[waltere@sfrta.fl.gov](mailto:waltere@sfrta.fl.gov)

**BOARD LIAISON**

Nicole Jovanovski

**STAFF LIAISON**

Karen Pastula

**SUB-COMMITTEE MEMBERS**

Jennifer Desrosiers  
Tanya Quickel  
Christine Tenney  
Katherine Woodruff

**Meeting Date:** October 23, 2024

**Title of Item:** Committee Update

**Executive Summary, Explanation or Background:**

The SOGF committee has been busy finalizing details for the upcoming event at the Renaissance World Golf Village, St. Augustine from October 21 – October 25, 2024. I want to thank the committee for their hard work this year and look forward to a success event. There is no new business to report.

**Recommended Action:** None

*Elizabeth Walter*

**Committee Chair**

October 14, 2024

**Date**



# Florida Government Finance Officers Association, Inc. 2024-2025 Technical and Legislative Committee Agenda Item

2024-2025

**CHAIRPERSON**

**Jean-Michel Neault, CPA, CIA**

Compliance Auditor  
City of Boca Raton

201 W Palmetto Park Road  
Boca Raton, FL 33432-3730  
(561) 367-7004

[jneault@myboca.us](mailto:jneault@myboca.us)

**BOARD LIAISON**

Rebecca Schnirman

**STAFF LIAISON**

Jill Walker

**COMMITTEE MEMBERS**

Robert Abbott  
Jim Abernathy  
Linda Benoit

Ryan Bernal

Barbara Boyd

James Braddock

Yvonne Clayborne

Erjeta Diamanti

Allison Feurtado

Ajay Gajjar

James Halleran

Amber Haston

Natalie Hinger

Lory Irwin

Justin Komninos

Cris Martinez

Dean Michael Mead

Gabriela Molina

Derek Noonan

Frederick Passelli

James Rizzo

Liliya Sablukova

Ted Sauerbeck

Kelly Strickland

Stephen Timberlake

Anthony Walsh

**Meeting Date:** October 23, 2024

**Title of Item:** Technical Resources & Legislative Committee Update

**Executive Summary, Explanation or Background:**

- 1. SOGF Presentation** – Becky Schnirman and Jean-Michel Neault made a presentation at the SOGF. Titled “How to Make Your Job Easier Using FGFOA Resources”, the presentation covered an extensive range of resources available from the FGFOA and other sources, including some of the resources maintained by the TLRC such as the Basic Government Resources Manual, the Legislative Summary and the List Serve.
- 2. List Serve Modernization** – A sub-committee of two experienced members (Lory Irwin & Ted Sauerbeck) was created to look at opportunities to improve the List Serve member experience while leveraging the existing platform. The first step will be to gather input and suggestions from FGFOA members via a survey to be sent out as an E-Bulletin. Then, the sub-committee and the TLRC will review suggestions and options to improve the List Serve and report to the Board at the next January Board meeting.
- 3. Website Enhancement Opportunity** - The California Society of Municipal Finance Officers (the CA version of the FGFOA) allows its members to post RFP documents on its website. Adding a similar service to our website could add value to our members. Exhibit A presents screenshots of the CSMFO’s RFP submission and list pages.

**Recommended Action:**

1. Consider adding an RFP section to the FGFOA website, potentially as a standalone section or under the “Resources” tab.

*Jean-Michel Neault*

October 8, 2024

**Committee Chair**

**Date**

# EXHIBIT A – CSMFO RFP Submission and RFP List pages.

<https://csmfo.org/page/rfp-submit>



## Submit an RFP

Resources » Submit an RFP

To post your RFP on the CSMFO website enter the detail in the form below. Your RFP will appear online as soon as it has been reviewed by CSMFO staff.

**Agency\***

**RFP Title\***

**Detail\***

**Category\***

- Accounting & Auditing
- Banking and Investing
- Debt Management
- Other Services
- Technology

**Contact Name\***

**Contact Email\***

**Phone**

**Link to RFP**

**Deadline\***

SUBMIT

### Latest News

[more](#)

- 10/3/2024  
September Board Highlights and October Previews
- 10/2/2024  
Scholarship Opportunities for the 2025 CSMFO Annual Conference are Available!
- 10/1/2024  
Central Valley Chapter Roundup

### Calendar

[more](#)

- 10/8/2024  
Advanced Specialty Topic - Pension Agent Multiple-Employer Plans
- 10/8/2024  
Student Engagement Committee Meeting
- 10/9/2024  
Advanced Specialty Topic - Pension Cost-Sharing Plans



## Current RFPs

Resources » Current RFP's

### Current RFPs

The following RFPs have been submitted by CSMFO members. To add an RFP complete our online submission form.

[Submit an RFP](#)

#### Accounting & Auditing

- [Auditor Services \(El Dorado Hills community Services District\) - October 18, 2024](#)

#### Banking & Investments

- [Banking Services \(City of Alhambra\) - October 10, 2024](#)
- [Investment Management and Advisory Services \(City of Alhambra\) - October 10, 2024](#)

#### Technology

#### Other Services

- [Billboard Revenue Study \(City of Irwindale\) - October 21, 2024](#)
- [Development Impact Fee Study Update \(City of Irwindale\) - October 28, 2024](#)

#### Latest News

[more](#)

10/3/2024

September Board Highlights and October Previews

10/2/2024

Scholarship Opportunities for the 2025 CSMFO Annual Conference are Available!

10/1/2024

Central Valley Chapter Roundup

#### Calendar

[more](#)

10/8/2024

Advanced Specialty Topic - Pension Agent Multiple-Employer Plans

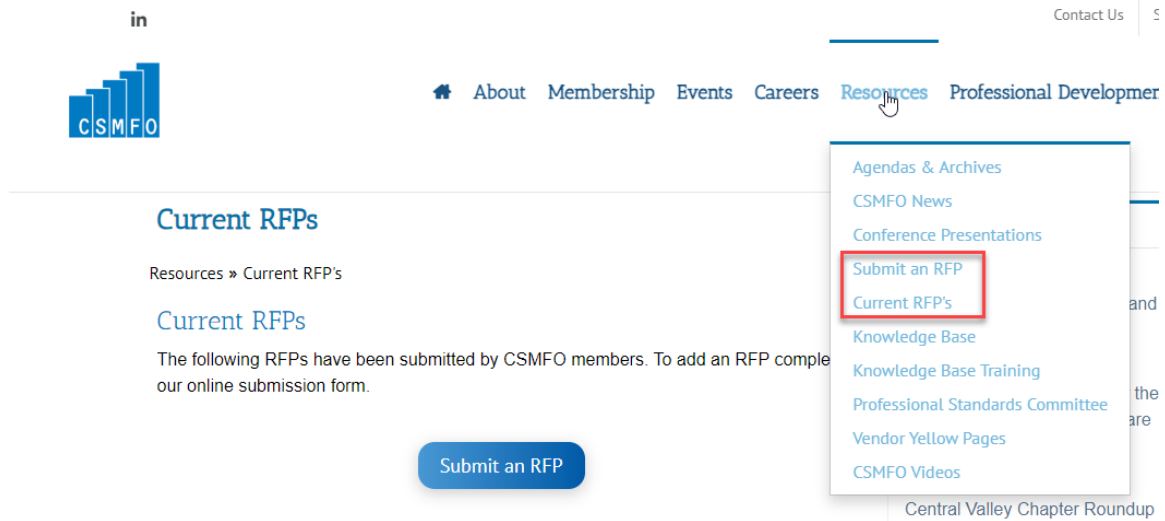
10/8/2024

Student Engagement Committee Meeting

10/9/2024

Advanced Specialty Topic - Pension Cost-Sharing Plans

Located under the Resources tab of the CSMFO website:



The screenshot shows the CSMFO website's navigation menu. The 'Resources' tab is selected, and a dropdown menu is open, listing various options. The 'Submit an RFP' option is highlighted with a red box. The main content area below the navigation shows the 'Current RFPs' section, which includes a breadcrumb trail 'Resources » Current RFP's', a sub-header 'Current RFPs', and a paragraph explaining that RFPs submitted by members can be added to the online submission form. A blue button labeled 'Submit an RFP' is visible at the bottom of the content area.

in

Contact Us

Home About Membership Events Careers Resources Professional Development

Agendas & Archives  
CSMFO News  
Conference Presentations  
Submit an RFP  
Current RFP's  
Knowledge Base  
Knowledge Base Training  
Professional Standards Committee  
Vendor Yellow Pages  
CSMFO Videos

Current RFPs

Resources » Current RFP's

Current RFPs

The following RFPs have been submitted by CSMFO members. To add an RFP complete our online submission form.

Submit an RFP

Central Valley Chapter Roundup





**Florida Government Finance Officers Association, Inc.  
2024-2025 Local Chapters Ad-Hoc Committee  
Agenda Item**

**2024-2025**

**CHAIRPERSON**

**Jamie Roberson, CGFO**  
Deputy Chief of Operations  
Martin County Clerk of the Circuit  
Court & Comptroller  
100 SE Ocean Blvd.  
Stuart, FL 34994  
(772) 221-7414  
[jroberson@martinclerk.com](mailto:jroberson@martinclerk.com)

**Meeting Date:** October 23, 2024

**Title of Item:** Committee Update

**Executive Summary, Explanation or Background:**

A verbal report will be given.

**Recommended Action:** None

**BOARD LIAISON**

Nicole Gasparri

**STAFF LIAISON**

Jill Walker  
Karen Pastula

*Jamie Roberson*

**Committee Chair**

October 14, 2024

**Date**



# Florida Government Finance Officers Association, Inc. 2024-2025 Strategic Communications Ad-Hoc Committee Agenda Item

2024-2025

**CHAIRPERSON**

**Shannon L. Ramsey-Chessman, CPA,**

**CGFO**

Chief of Staff and Chief Deputy Clerk  
Palm Beach County Clerk of the Circuit  
Court & Comptroller

301 N Olive Ave 9th FL

West Palm Beach, FL 33401-4703

Work: (561) 355-4277

[srchessman@mypalmbeachclerk.com](mailto:srchessman@mypalmbeachclerk.com)

**Meeting Date:** October 23, 2024

**Title of Item:** Committee Update

**Executive Summary, Explanation or Background:**

A verbal report will be given.

**Recommended Action:** None

**BOARD LIAISON**

Sharon Almeida

**STAFF LIAISON**

Jill Walker

Karen Pastula

*Shannon Ramsey-Chessman*

**Committee Chair**

October 15, 2024

**Date**



