



Florida Government Finance Officers Association, Inc.

Meeting of the Board of Directors

Friday, August 28, 2015

Breakfast: 8:30 a.m.

Meeting: 9:00 a.m.

**Sanibel Harbour Marriott, Fort Myers
Orchid Meeting Room**

ATTENDANCE – FGFOA BOARD OF DIRECTORS MEETING

August 28, 2015

				<u>PRESENT</u>	<u>NOT PRESENT</u>
<u>OFFICERS</u>	1st Term	2nd Term	3rd Term		
Barry Skinner	2008-2011	2013-2016		[]	[]
Sarah Koser	2009-2012	2012-2015	2015-2017	[]	[]
Linda Howard	2010-2013	2013-2016	2016-2018	[]	[]
<u>DIRECTORS</u>					
Kimball Adams	2015-2018			[]	[]
Ken Burke	2014-2015	2015-2018		[]	[]
Nicolle Gasparri	2015-2016			[]	[]
Jonathan McKinney	2014-2017			[]	[]
Binh Nguyen	2015-2018			[]	[]
Shannon Ramsey-Chessman	2013-2016			[]	[]
Jamie Roberson	2014-2017			[]	[]
Marilyn Rosetti	2014-2017			[]	[]
<u>COMMITTEE CHAIRS</u>					
Karen Keith, Certification				[]	[]
Kristopher Shoemaker, Conference Host				[]	[]
Michael Gomez, Conference Program				[]	[]
Dave Keller, Legislative				[]	[]
Cindy Kelley, Member Development				[]	[]
Melissa “Missy” Licourt, 2015 SOGF				[]	[]
Donna Wright, Technical Resources				[]	[]
Susan Nabors, Webinar				[]	[]
<u>AD-HOC COMMITTEE CHAIRS</u>					
Lee Huffstutler, Leadership FGFOA				[]	[]
<u>CHAPTER PRESIDENTS</u>					
Kimberly Ferrell, Big Bend				[]	[]
Laurie Campbell, Central Florida				[]	[]
Judith Garard, First Coast				[]	[]
Susan Bass, Gulf Coast				[]	[]
Lorrie Simmons, Hillsborough				[]	[]
Marge Strausbaugh, Nature Coast				[]	[]
Todd Hutchison, North Central Florida				[]	[]
Alison Tesla, Palm Beach				[]	[]
Steven Rausch, Panhandle				[]	[]
Bryan E. Cahen, South Florida				[]	[]
Jeff Snyder, Southwest				[]	[]
Sondra D’Angelo, Space Coast				[]	[]
Kristin Daniels, Treasure Coast				[]	[]
Heidi L. Bova, Volusia/Flagler				[]	[]
<u>OTHERS IN ATTENDANCE</u>					
Jeannie Garner, Florida League of Cities				[]	[]
Penny Mitchell, Florida League of Cities				[]	[]

FGFOA BOARD OF DIRECTORS MEETING AGENDA

DATE/TIME: Friday, August 28, 2015
Breakfast: 8:30 a.m.
Meeting: 9:00 a.m.

LOCATION: Sanibel Harbour Marriott, Fort Myers
Orchid Meeting Room

Call to Order – Barry Skinner, President

Roll Call

Approval of the Agenda

Consideration of Minutes – June 12, 2015 and June 17, 2015

Report of Officers

1. President – Barry Skinner

- A. 2015 Conference Evaluation
- B. 2015-2016 Action Plan Update

2. President-elect – Sarah Koser

- A. Committee Manual Template
- B. Chapter Presidents Conference Call
- C. Panhandle Chapter Bylaw Amendment
- D. Appointment of 2016 School of Governmental Finance Chair

3. Secretary/Treasurer – Linda Howard

- A. Quarterly Financials as of June 30, 2015
- B. Investment Report as of June 30, 2015
- C. Check Register as of June 30, 2015

4. Executive Director Report

- A. Leadership FGFOA Budget Approval
- B. FGFOA 2016 Annual Conference Budget
- C. FGFOA 2015-2016 Budget Amendment
- D. Membership/List Serve

5. Other Reports

- A. Leadership FGFOA, Chair – Lee Huffstutler

Standing Committee Reports

- 6. Certification Committee, Chair – Karen Keith**
- 7. Conference Host, Chair – Kris Shoemaker**
- 8. Conference Program, Chair – Mike Gomez**
- 9. Legislative, Chair – Dave Keller**
- 10. Membership Development, Chair – Cindy Kelly**
- 11. 2015 School of Governmental Finance, Chair – Missy Licourt**
- 12. Technical Resources, Chair – Donna Wright**
- 13. Webinar, Chair – Susan Nabors**
- 14. Other Business**
- 15. Next Meeting – November 4, 2014 – PGA National Palm Beach Gardens– SOGF**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
June 12, 2015

The meeting of the FGFOA Board of Directors took place on Friday, June 12, 2015, at the Diplomat Resort, Hollywood, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Mary-Lou Pickles, President, Saint Johns River Water Management District
Barry Skinner, President-elect, Orange County Comptroller
Sarah Koser, Secretary-Treasurer, The Villages
Ken Burke, Director, Pinellas County Clerk of the Circuit Court and Comptroller
Linda Howard, Director, Southwest Florida Water Management District
John McKinney, Director, City of Edgewater
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Georgina Rodriguez, Director, Town of Pembroke Park

NOT IN ATTENDANCE:

Jamie Roberson, Director, Osceola County Property Appraiser
Marilyn Rosetti, Director, Florida Auditor General
Darrell Thomas, Director, City of Weston

COMMITTEE CHAIRS

Donna Wright, Technical Resources

CHAPTER PRESIDENTS

Bryan Cahen, South Florida Chapter

STAFF

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

CALL TO ORDER

There being a quorum, President Pickles called the June 12, 2015, meeting of the FGFOA Board of Directors to order at 12:45 p.m.

AGENDA

President Pickles asked for motion to approve the June 12, 2015, Agenda. **Mr. Burke, moved, seconded by Ms. Ramsey-Chessman, to approve the June 12, 2015, FGFOA Board of Directors meeting agenda. Motion passed unanimously.**

CONSIDERATION OF MINUTES

March 13, 2015, minutes were reviewed and approved as distributed.

PRESIDENT'S REPORT

Policies and Procedures Revision

President Pickles reported following a discussion at the last Board meeting, the ad hoc committee was asked to make a recommendation to clarify three issues in the procedures for the nomination/election process as follows:

1. Include a code of conduct requirement for members of the Nominating Committee similar to the prohibition on campaigning by candidates that was added to the Policies and Procedures in March.
2. Address in the Policies and Procedures that when a Director who is eligible to run for another term as a Director submits an application for the Secretary/Treasurer position, he/she may request to have their application considered for a Director position in the event he/she is not recommended for the Secretary/Treasurer position.
3. Explain the standard procedure for selection of who is elected to partial year terms.

The Board reviewed the committee's recommended language in the redlined version of the Policies and Procedures. **Ms. Howard, motioned, seconded by Ms. Rodriguez, to approve recommended changes to the Policy and Procedures in regard to the nomination/election process. Motion passed unanimously.**

2014-2015 Goals and Assignments Planning

President Pickles reviewed the Goals and Assignments for 2014-2015.

SECRETARY/TREASURER REPORT

Financials as of March 31, 2015

Ms. Koser reported the March 31, 2015 Quarterly Financial Statements. The Statement of Financial Position for the period ending March 31, 2015 shows total liabilities and unrestricted net assets were \$520,359 with total current liabilities of \$306,879 and unrestricted net assets of \$213,480.

Investment Report as of February 28, 2015

Ms. Koser reviewed the Investment Report as of March 31, 2015.

Check Register as of March 31, 2015

Ms. Koser reviewed the check register for January 1-March 31, 2015

Lifetime Achievement Award Committee Recommendation

Ms. Koser reported during the meeting of the Lifetime Achievement Award Committee, there was some discussion regarding changing the make-up of the committee and the process by which the award winner is selected. It was the committee's desire that these two items be brought back to the Board for discussion. The committee thought that the selection committee should be made solely of prior recipients, appointed each year by the President. They also thought that there should be no nomination process and no self-nomination. The thought process was that the committee would have the knowledge of who is eligible and deserving and would select the recipient each year.

No action or change is being recommended at this time.

AD-HOC COMMITTEES REPORTS

Leadership FGFOA

Ms. Koser gave an update on the Leadership FGFOA Committee. Leadership FGFOA program is developing with applications due to be distributed in early August with a submission deadline of September 15th. The program and speakers are reaching finalization. The committee will meet Monday

to discuss outstanding items. The committee will make the final adjustments to the program and related items in July.

Innovative Recognition Program

Ms. Howard gave an update on the Innovative Recognition Program. ACE Awards will be given out during the Opening General Session to:

Innovative and Outstanding Work in Process Improvement

Winner – Miami Dade County

Honorable Mention – Justice Administrative Commission

Innovative and Outstanding Work in Website Transparency

Winner – The City of Naples

Honorable Mention – The City of Gainesville

The ACE Award program will be moved to Membership Committee for 2015-2016.

EXECUTIVE DIRECTORS REPORT

Ms. Garner gave a 2015 annual conference registration update and current membership numbers. FGFOA membership renewals for 2015-2016 are scheduled to go out June 18, 2015.

STANDING COMMITTEE REPORTS

Certification Committee

John McKinney, Board Liaison presented the Certification Committee report. The Committee is in the process of finding someone to update the CGFO Test Bank.

Conference Host Committee

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

Conference Program Committee

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

Legislative Committee

Ken Burke, Board Liaison, gave an update on the Legislative Committee

Technical Resources Committee

Donna Wright, Chair, presented the Technical Resources Committee report.

2014-2015 Webinar Committee

Linda Howard, Board Liaison, presented the 2014-2015 Webinar Committee report. The May “Municipal Bond Market Update, Continuing Disclosure and Other Post-Issuance Requirements” had over 377 attendees. “Legislative Update” webinar is scheduled for July 30, 2015.

FGFOA BOD Minutes

June 12, 2015

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NEXT MEETING

The next meeting of the Board of Directors will be at 12:00 p.m., Wednesday, June 17, 2015, Diplomat Resort, Hollywood, Florida.

ADJOURNMENT

There being no further business, meeting adjourned at 2:15 p.m.

Jeannie Garner

Executive Director, FGFOA

ATTEST:

Mary-Lou Pickles, President

Sarah Koser, Secretary/Treasurer

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
June 17, 2015

The meeting of the FGFOA Board of Directors took place on Wednesday, June 17, 2015, at the Diplomat Resort, Hollywood, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Barry Skinner, President, Orange County Comptroller
Sarah Koser, President-elect, The Villages
Linda Howard, Secretary-Treasurer, Southwest Florida Water Management District
Kimball Adams, Director, City of Largo
Ken Burke, Director, Pinellas County Clerk of the Circuit Court and Comptroller
Nicolle Gasparri, Director, City of Boca Raton
John McKinney, Director, City of Edgewater
Binh Nguyen, Director, Lake County-Board of County Commissioners
Shannon Ramsey-Chessman, Director, Palm Beach County – Clerk & Comptroller
Jamie Roberson, Director, Osceola County Property Appraiser
Marilyn Rosetti, Director, Florida Auditor General

COMMITTEE CHAIRS

Karen Keith, Certification
Michael Gomez, Conference Program
Dave Keller, Legislature
Donna Wright, Technical Resources
Susan Nabors, Webinar
Lee Huffstutler, Leadership FGFOA

CHAPTER PRESIDENTS

Lorrie Simmons, Hillsborough
Alison Teslia, Palm Beach
Bryan Cahen, South Florida Chapter

STAFF

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

CALL TO ORDER

There being a quorum, President Skinner called the June 17, 2015, meeting of the FGFOA Board of Directors to order at 12:30 p.m.

AGENDA

President Skinner requested a motion to approve the June 17, 2015, Agenda, with the addition of adding 2016 Conference Host Committee. **Ms. Ramsey-Chessman moved, seconded by Ms. Rosetti to approve the June 17, 2015, FGFOA Board of Directors meeting agenda as amended. Motion passed unanimously.**

PRESIDENT'S REPORT

Welcome New Board Members, Committee Chairs and Chapter Presidents

President Skinner welcomed attendees and introductions were made.

Conference Review

Ms. Garner gave an Annual Conference registration update. There were approximately 32 on-site registrations. Dave Keller, Chair, gave a Host Committee update. Nicolle Gasparri, Chair, gave a Program update.

2015-2016 Strategic Planning Action Plan

President Skinner reviewed the Strategic Planning Action Plan for 2015-2016.

Revised Policy and Procedures effective 06/17/2015

At the 2015-2016 Strategic Planning meeting it was concluded that the name "Member Development Committee" reflects the mission and goals of the committee more than "Membership Development Committee". **Ms. Roberson moved, seconded by Ms. Gasparri, to approve changing Membership Development to Member Development Committee. Motion passed unanimously.**

Committee Manual Template

At the strategic planning session, Linda Howard, Secretary/Treasurer and Sarah Koser, President-elect, were tasked with preparing a Committee Manual Template for use by the Committee Chairs and Board Liaison to prepare new manuals in a standard format. The Board reviewed the manual template.

2015 School of Governmental Finance Budget Amendment

Ms. Garner reported in the Strategic Plan, we set forth that we would have a reception moving forward for the Emerging Leaders after the Monday session at the SOGF and the Conference. Ms. Garner presented the SOGF Budget amendment for the \$2000 reception. **Ms. Gasparri moved, seconded by Ms. Roberson to approve the 2015 SOGF Budget to include \$2,000 for the Emerging Leaders Reception. Motion passed unanimously.**

2015-2016 FGFOA Budget Approval

Ms. Garner presented the draft 2015-2016 FGFOA overall budget for your review.

- 1) For the 2016 Conference a net 0.00 is budgeted. This is typical before the new conference budget is set.
- 2) For the 2015 SOGF, the revenues reflect the approved budget from 03/2015 that includes the approved fee increase, plus the Emerging Leaders Networking reception.
- 3) The FLC Fee is increased by the benchmark that was agreed upon which provided for a 0.6% increase or \$576.00.
- 4) This budget approves another GFOA reception at \$5,000.
- 5) Included is \$2,000 for a Strategic Planning facilitator if required. The \$750 is for the dinner at strategic planning.
- 6) This budget provides for a \$128,517 projected fund balance as of 06/30/2016, which is above the minimum.

Mr. Nguyen moved, seconded by Mr. McKinney, to approve the 2015-2016 FGFOA overall budget. Motion passed unanimously.

2016 Conference Host Committee

Mr. Nguyen reported on the 2016 Conference Host Committee. The Tuesday Night Event is one of the key events the Conference Host Committee coordinates. Recent passed Orlando based conferences held the Tuesday Night Event at Universal Studio's City Walk and at Sea World and both were acceptable locations, with Universal being a preferred location by all who attended. The 2016 Conference Host Committee is recommending that the 2016 Tuesday Night Event be held at Universal Studio's City Walk, with Sea World as an alternate if a reasonable arrangement with Universal cannot be negotiated.

Mr. McKinney moved, seconded by Ms. Gasparri to negotiate with Universal Studio's City Walk for the first choice for the 2016 Tuesday Night Event. The Board request the 2016 Conference Host Chair, Vice-Chair and Tuesday Night Event Chair authority to negotiate and bring back best deal to the Board for Approval. Motion passed unanimously.

Note: Subsequently the selection of "City Walk" as the Tuesday night event venue was approved by consensus of the Board via email.

Appointment of the Audit Committee

The Audit Committee is comprised of the Immediate Past President, the Secretary/Treasurer and one At-Large Director selected by the President. The committee recommends the selection of an 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 the Board of Directors to oversee other financial, tax, and liability issues affecting the FGFOA. President Skinner announced the 2015-2016 Audit Committee. Mary-Lou Pickles, Immediate Past President; Linda Howard, Secretary/Treasurer; and Marilyn Rosetti, Director at Large.

NEXT MEETING

The next meeting of the Board of Directors will be at 9:00 a.m., Friday, August 28, 2015, Sanibel Harbour Marriott, Fort Myers, Florida.

ADJOURNMENT

There being no further business, meeting adjourned at 2:15 p.m.

Jeannie Garner
Executive Director, FGFOA

ATTEST:

Barry Skinner, President

Linda Howard, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President

Barry Skinner

President-Elect

Sarah Koser

Secretary/Treasurer

Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Executive Summary, Explanation or Background Information on Request:

2015 Conference Survey Agenda Item

In addition to the comments previously discussed via email, please see the following observations and recommendations from Staff:

- 1). Have a goal to increase number of Exhibitors to 110
- 2). No tickets except guests/spouse. Discuss the pros and cons of drink tickets. It is our recommendation not to have them anymore. Does not reduce costs, but may be needed for perception.
- 4). Ethics make sure we have a bigger room
- 5). Wednesday board meeting have committee reports. This will provide the Chairs to report on their Committee meetings and discuss any issues or items that are needed.
- 6). Internet cafe - scale down to only two (or delete)
- 7). Lanyards – Consider if the FLC could provide Laynard's as the Administrator
- 8). Exhibit hall hours. 5:30-7:30 (was 6:00 - 7:30)
- 9). Emerging Leaders Networking Event. - Monday 5:15 - 6:30. Table topics with veterans stationed to answer questions?

Recommended Action:

For Review

Barry Skinner, President

August 18, 2015
Date

Overall 2015 Annual Conference Survey

Name:	Government:
Margie Simmons	Broward County
Patti Clifford	retired
Daniel Kreshak	City of Fernandina Beach
Stephanie Russ	Palm Beach County
Kim Adams	Clay County
Brenda Ludecker	City of Largo
Elaine Connors	City of Flagler Beach
Maria Eisenhart	City of Miramar
Pamela Murphy	City of Miami
Lee Huffstutler	Enterprise Florida, Inc.
Al Braithwaite	City of Tampa
Bill Ackerman	City of Oldsmar, Florida
Mark Nicholas	Town of Davie
Avery Reeves	City of Sarasota
Ann Marie Ricardi	Hillsborough County
Nelson Dort	City of Naples
Kelly Goodwin	Pinellas Suncoast Transit Authority
Dan Carpenter	Indian River County Sheriff
Mark White	City of Indian Rocks Beach
Janette Smith	Purvis Gray
Natalia Eckroth	City of Fort Lauderdale
Elizabeth Majfud	City of Daytona Beach
James Sutter	Miami Dade County Finance Dept
Gloria Martinez	City of Miami Beach
Sonia Banks	Broward County
Ken Burke	City of West Melbourne
Eileen Webster	Pinellas Clerk of the Circuit Court & Comptroller
Melanie Kruszona	Lee County
Steve Zielinski	City of Belleair Beach
Christine Horrocks	Lakewood Ranch IDA
Michael Shannon	Rehmann
Raul de la Campa	Broward County Solid Waste and Recycling Services
Shannon McIntyre	Miami-Dade County Finance
Michael Ablack	Manatee County Clerk of Courts
Amy Gillis	Broward Clerk of Courts
Pennie Hill	Hernando County Clerk of Court
Johnna L Agin	Pinellas County
Marilyn Hively	City of Ocala
Cecilia Guerrero	Melbourne international Airport
Julie McClung	School Board of Broward County
Christine Fain	Southwest Florida Water Management District
Stephen Milford	City of Satellite Beach
Traci Phillips	City of Gulf Breeze
James Delach	Citrus County Clerk of Courts and Comptroller
Kristi Hugar	City of Brooksville
Janice M. Penn	Citrus County Clerk of the Circuit Court and Comptroller
	EMPLOYEES' RETIREMENT SYSTEM OF

Overall 2015 Annual Conference Survey

LilyAnn Bermudez Donna Cooley Darlene Pfeiffer J Gaines Helene Zackrison rob garner	THE GOVERNMENT OF THE VIRGIN ISLANDS City of Wauchula City of St. Cloud
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Statistic	Value
Total Responses	53

Overall 2015 Annual Conference Survey

2. What did you like about the conference?

Text Response

The speaker that were selected for the different talks were very informative and upbeat. They were well prepared.

The sessions were very informative and the speakers very knowledgeable.

The temperature in the rooms was great, not too hot not too cold. That's unusual

Getting CPR and having a chance to reconnect with old friends.

For the most part, the sessions were good... only one that I was really disappointed. Thank you for all your hard work making this happen!

Great worthwhile sessions

Events and sessions started on time Knowledge of speakers Location

Rooms weren't too cold. Continental breakfasts and luncheon food was great. Scanning worked out well.

I think the overall conference was great this year! The sessions were excellent, events were great, and networking at the Emerging Leaders event was awesome.

Every class attended was excellent, speakers were knowledgeable and at ease with the subject matter Tuesday night event better than expected. Great bands/music, and good variety of food Association night was great. Many food stations available. And, sufficient number and variety of vendors.

The variety of the speakers and sessions were great. It is always such a nice networking event.

The layout of the conference rooms was very convenient without a lot of walking between the sessions. For the sessions that I attended I thought the speakers were very well prepared and informed.

Informative sessions and great presenters.

Sessions were all good, very good or excellent. I did not attend any bad sessions. Program Committee did a great job with variety of topics and speakers. Key note speaker was excellent. Awesome location - the sessions were interesting and informative. The exhibits were very good and the events were great as well.

Classes and networking

The varied topics that were presented. I especially like the Key Note speaker, Dave Tsang. He had a very interesting and informative topic. The statistics presented showed how by making a community a Blue Zone, healthier, there were costs, like health care costs that were reduced. I like the event site. It is a very nice hotel and location.

Dynamic speakers, hotel was clean and comfortable, nice pool area. The association night event was fun with plenty of opportunity to network with both associates and vendors. Tons of prizes and giveaways. The vendors were friendly and knowledgeable - definitely not pushy. Tuesday's luncheon was well prepared and very tasty.

I thought the conference was excellent overall. I did not like the venue. The hotel and lunch provided for purchase on Monday was overpriced. The parking situation was a nightmare. The escalator was out of order for 4 days. The hotel given its reputation, I was expecting a better experience.

Thought the conference was well planned out and the venue was great

Great speakers and topics this year. Tuesday Business Lunch and Association night were great. The Tuesday Night event - the music was great - the weather perfect - not sure about the food trucks and all the flies!!!! Indoor would be better

A chance to network with other gov't professionals

The venue for the conference was great and very friendly for all the conferences.

The topics covered and the fact that everything was very organized.

being with others who have similar interests, both old and new friends

Self-scanning reduced long wait times when sessions ended-nice improvement from prior

Overall 2015 Annual Conference Survey

events.

I have been a member attending the conference for many years.

Most of the presentations were very good.

1. The venue was very nice. 2. The curriculum and teachers were top-notch, i.e., helpful. 3. I thought it was a good idea to showcase the committee chairs during the business luncheon, as this may inspire or encourage others to volunteer because they see that their efforts will be recognized. 4. I liked seeing colleagues and peers. We should continue to stress how beneficial it is to get to know people and build these relationships.

Most relevant sessions ever More and more excellent presenters, which is always appreciated The Hotel layout works well, better than the escalator did Overall, very well done, once again.....it seems as if the Conference Programs get better and better.

good speakers and networking opportunities

Overall, the concurrent sessions were excellent, especially the keynote speaker. The food and hospitality was below average.

The FGFOA Staff did another fantastic job with the annual FGFOA Conference. Very well organized and planned. Some really great presentations and very educational. Great job!!!!!! Organized

The venue was great. The speakers and topics were very good and informative.

I liked the opportunity to network and share ideas with my peers. The hotel was really nice, too. I forgot to mention the scanning stations! What a wonderful improvement. Everyone I spoke with liked it.

Overall the conference was good. Lots of people and networking opportunities. Some good presentations.

Overall, the session material was very usable, even for an internal auditor. I feel it was definitely worth the registration fee. The accommodations expense was reasonable too. The exhibitor hall was nicely arranged and the exhibitors were very friendly and receptive, despite the fact that I could use the services of only a couple of them. The schedule was excellent. The Tuesday night event was very nice - a unique idea with the food trucks - that was fun - and the band was awesome. The transportation was also very good. An overall very nice evening.

It was well organized, classes were as expected, and people were happy. The keynote speaker David Tsang on blue zones was great. I didn't like the hotel and would not recommend it again. There was not an abundance of desire to please by staff. We have been places where everyone, from the groundskeepers to management were pleasant and happy and greeted us like we were honored guests; the Hollywood diplomat was not a place like that. And I had terrible Wi-Fi and cellular service. The pool was nice, but we rarely have time to use the amenities, so that doesn't really matter.

I like meeting other city employees and learning about their task and responsibilities.

The facility is good for the number attending and can accommodate increases in attendance.

The range of topics covered most of the current and near future topics needed by the membership. The annual meeting lunch was excellent. The speakers were all knowledgeable in their topics and presented well. The Tuesday Night event was convenient with excellent food choices and entertainment for all ages.

Overall the classes were good.

Relevance of topics covered fit to my position as finance director Opportunity to network with peers from other governments

Variety of session topics; great attendance; good mixture of exhibitors Tuesday night event gave opportunity to talk to people we had not met before (in a relaxed atmosphere) Conference site was great!

Beach side, nice hotel, close proximity of all classes

Sessions were all very informative and were delivered by high quality speakers.

Stayed on schedule. Seemed organized.

Overall 2015 Annual Conference Survey

I thought the quality of the sessions were fantastic this year.

Excellent classes. I liked the addition of yogurt (especially Greek yogurt) at breakfast. The food at the business lunch was great. The Key Note Speech was very inspiring. Liked the emerging leader's event.

Good informative sessions. Variety of topics and quality of speakers. Each time slot offered something for everyone. The mobile app was a very useful tool to have.

The Conference each year is a wonderful event, held in a nice setting, and the staff at the Ebassador Resort were excellent. Many of the speakers present the information in a very interesting way; however, there are a couple repeat speakers who should be replaced as their presentations in my view are well below what my expectation is as well as compared to the best of the speakers. I gave them poor grades in the survey.

I like the brief speech Jeannie Garner gave. She is extremely professional and helpful as always. The sessions were excellent. The instructors allowed time to answer attendee's questions and concerns. The presentation material was awesome! Then I enjoyed meeting people from other Counties and Cities. It was a great experience for me as well as for my co-workers that attended the Conference. Thank you!

Sponsor booths were well represented and made good contacts. Networking with other was valuable to our group.

I loved the venue, right near the beach shore.

The speakers and the conferences were very good. It was very organized. Blanket in the welcome bag was great. Hotel was beautiful and conference rooms were very spacious.

The sessions are always super informative. Great selection, only 1 time was there nothing directly applicable to my position, but I was able to catch a great coaching session.

Opening Session was excellent! Annual Business Lunch was excellent! Location was good. There was plenty of space for the sessions and exhibit hall.

Easy way to get required CPE in a few days; Like the options of programs available; most speakers; planned events; sponsors. Topics were current and pertinent.

Location was beautiful. Love the self-scanning. Most speakers were well prepared and interesting.

Once again, FGFOA delivered a high quality conference at a reasonable rate. The education seminars were relevant and met each course objective.

As always, the courses and speakers were well planned and well spoken.

Topics offered - GASB discussions were good Fraud session was excellent!

The location of Hollywood was great. The time in between breaks was fine. The exhibitor hall was set-up with a good flow. Having the presentation online was great. The Tuesday Night Event was creative, love the blanket. Opening speaker was really great, I thought it was a great kick-off.

Very informative.

Always good meeting new finance professionals and connecting with old friends. Some of the speakers and classes were very good.

The topics were interesting. The hotel was great even though we had to wait in line to check out.

Conference met most expectations; another job very well done by all involved.

Content, especially keynote presentation and coaching presentation. Speakers, venue, and schedule were excellent.

The sessions and speakers were great and keep the attendees engaged. The topics were relevant to current events and updates coming.

The Conference committee and all those that helped with the event did a super job. The Tuesday night event was the best I have been to in a very long time! There was easy access from the hotel room to the meeting rooms. I encountered key issues in both the garage and my room that was frustrating but the venue was very nice.

Overall 2015 Annual Conference Survey

Excel session and Pension Sessions were my favorites. I would enjoy additional session like these.

Hotel, conference facilities, seminar topics

The location. The room were very good and the place was easily accessible

The venue. The speakers.

Overall I found the conference informative and well organized. I wasn't too impressed with the venue, it was overpriced and difficult to get to anything within walking distance for better priced meals. Majority of the attendees are on a limited expense budget.

Location and length of classes. I prefer the longer classes with less shuffling around then a class every 50 minutes.

Networking with peers, the high quality of speakers and topics, the hotel and meeting accommodations, the conference organization, and the healthy choices at breakfast and snack time, the professionalism of the attendees.

The selection of the seminars. The seminars were timed just right. Not too short or too long.

The amenities of the hotel. My favorite part was the Arts Park. That was a really nice event and having the buses available made it easy on the attendees.

Excellent training sessions and speakers, particularly Single Audit Act, GASB Updates, and Legislative Updates. It's tough to make such 'dry' material interesting to listen to but nearly all speakers did that. I thought the 'local government complications' were especially helpful.

Facilities were great (except the garage), staff very helpful.

The sessions were great this year. Each session that I attended included relevant information that was well presented. Thanks!!

The conference was very well organized and the topics appropriate. There was a good mix of topics for finance professionals who work in various areas. The conference rooms were great since they provided a table so taking notes is not a back breaking endeavor.

Always enjoy the conferences. Good times and great networking.

As always it was well organized and speakers/topics were useful.

As always the classes were great and the conference was run smoothly.

Very good speakers and relevant topics. Great location. Very comfortable meeting rooms.

The smaller training rooms for the smaller classes.

I really enjoyed the Saturday session on leadership - The food was great this year. The sessions that I attended were all really good.

The sessions were informative. The committee meeting was very helpful sine this is my first time on a committee.

Location on the beach.

The most important was the quality of the speakers and the variety of topics to choose from, also it had an easy transition from one class to another.

The sessions overall were helpful and timely. The presenters did a good job. The self-attendance recording was nice.

The variety of courses offered and the experience of the speakers made this a great conference for the cost of attending. The conference rooms provided great accommodations for a learning environment.

Excellent Speakers.

The sessions are hitting topics that we need currently. The timing is good, between audit and budget rush. The speakers were predominantly very enlightening and interesting. I REALLY liked the mobile app! It was well designed to give access to the schedule and room assignments. Maybe next year, you could make it recognize which day of the conference you are currently attending so we don't have to flip thru the whole thing. Also, I thought I could download presentations on the fly with the app, but that feature didn't seem to work with my Samsung Note 4 phone.

Facility size and room proximity were very good despite broken escalator. Loved the

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conference app...My Schedule was kind of glitch (kept showing nothing unless I opened full schedule first), but It was great to have schedules, room #s and time downloadable. Love this organization and love the conference. The FLOC and the Senior members of FGFOA are very approachable and welcoming to the entire membership. I believe this attitude permeates to all the attendees. I always meet new people and leave with new contacts. A fantastic resource.

The conference materials and sessions I attended were very informative. I noticed several speakers offering advice or clarifying topics after sessions ended. I thought the speakers did a very good job. I also liked the self-scanners. The opportunity to learn SO much about government accounting.

Statistic	Value
Total Responses	118

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3. What are some suggestions for improvement?

Annual Conference Overall:	Association Night Event:	Tuesday Night Event:	Hospitality Suite:
No modifications	It's great, no modifications	Very enjoyable	Very helpful
Ok but THE HOTEL WAS A DISASTER. The escalator broke. The conference was on two floors. The parking was extremely expensive and across the street. The breakfast and breaks had low quality food - the breakfast was cereal I bet was overpriced. But the worse part was the internet connection - super slow if you could get it. Also could not text inside conference rooms - had to go out of the room to text my boss an answer to a business question. THIS HOTEL IS NOT EQUIPPED TO HANDLE A LARGE CONFERENCE OF THIS KIND. I have been attending for almost 10 years and this is the worst place we had ever had the conference or the school of government (Destin was bad due to the distance but at least the hotel facilities were good). I doubt I would return with my staff if they have it in this hotel again.	Very good. Nice vendor showcase	ok	Did not attend
Very good speakers	Did not like having the even in with the exhibitors.	Food was awful, it was hot, and the flies were bad. Nothing to do at the venue.	
All good.	Nice to have an opportunity to mingle with vendors and other finance	It was nice. We were lucky it didn't rain. A little too hot.	Didn't attend.

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<p>Please don't come back here... the parking was just horrible for those of us local folks. To have to pay \$25/day and it take 45 minutes just to get out of the garage is just nuts!!!! That hassle just colors everything. Tough location to get to. Broken escalator. Lines in the ladies rooms and the doors - couldn't see if occupied or not.</p> <p>Good overall</p>	<p>professionals. Food was not good. Noodle dishes and bread for sliders was dry, dry, dry.</p> <p>Not enough healthy choices.</p> <p>Well done overall. Space was slightly cramped since shared with exhibitors.</p>	<p>Great band. Not enough healthy food options. Cool venue.</p>	<p>Ok</p>
<p>Paying \$25 for parking is ridiculous. I parked at Diplomat Mall and took bus. \$3.50 per day. I'm disappointed that this hotel was picked for two years from now.</p> <p>I continue to look around and question the involvement of our future leaders as an organization we need to continue to engage them.</p>	<p>Did not attend due to parking.</p> <p>Association night was good but not long enough. I wanted to get through the vendor hall but before I knew it the time was over.</p>	<p>Did not attend due to parking.</p> <p>This was the best Tuesday night event I have attended yet. Loved the food trucks. Next year in Orlando I hope we have something just as unique and not a theme park. If this type of venue is considered again - there needs to be more food trucks. Because everything was cooked to order, lines became unreasonably long. Also, the park was too big for the number of people</p>	<p>Did not stay at hotel</p> <p>Was a great mix of old and new people. The location and layout of room made it awkward.</p>
<p>Hotel and parking needs to be a reasonable price. Internet access needs to be better Cell phone signals need to be better</p>	<p>Everything was great - should be used as a benchmark for next year</p>	<p>Didn't visit</p>	

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		(we were too spread out) Also, \$35 food coupons for each person, was too much. As a couple, we came home with \$35 in food coupons.	
<p>Overall I thought the conference was great. I do not think though that the Diplomat Hotel was really able to handle a group as large as ours. There was a lot of front desk confusion and parking confusion. My bill had to be corrected three times for tax and parking rates. They still charged the incorrect amount when I returned home and checked my credit card online. The up escalator was broken the entire length of the conference.</p>	<p>I thought association night event was great!</p>	<p>The band was great and I think the food trucks were a great idea but the park was very small and the heat and the flies did not add to the atmosphere. Some of the lines seemed to be very long as well waiting for the food to be prepared.</p>	<p>Was much smaller than it had been in past years so it was very crowded and noisy plus people were smoking out on the balcony so it was not very pleasant out there.</p>
<p>Make sure there are enough rooms for all attendees at the same location.</p>	<p>Same as above, due to commuting and parking fees (at two locations) I did not attend the meet and greet activities.</p>	<p>see above statement</p>	<p>see above statement</p>
<p>One of the best conferences I have attended. Great hotel, very nice rooms, nice pool, comfortable meeting rooms, good fitness room and nice conference area. There was great view of the ocean from the conference area and it was easy to step outside in-between sessions to catch a quick view of the ocean. Very relaxing. Everything in the conference area was close together, so it was easy getting from one</p>	<p>Consider starting 30 minutes earlier to provide more time to talk with vendors. Food was great, but time was too short. This is the best time to meet with vendors and people you haven't seen in an awhile, since there are no other sessions going on that conflict. I don't think vendors would mind.</p>	<p>Cost for an extra ticket may have been a deterrent for many for a non-signature venue. Consider \$40 or \$45 for non-signature venues, because \$40 or \$45 sounds much less than \$50. Signature venues like Disney, etc., that everyone knows can support a higher price.</p>	<p>Very nice overall. Dance area could have been larger. DJ was great and wine was very good. Snacks were just OK.</p>

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session to the next session. Food was good to excellent. No complaints. This is very minor, but can we try different name tag holders next time? They did not hang straight and I was always flipping mine around. :o)

Service everywhere in town was pathetic. The hotel adds 18% automatically and the staff acted that way. They could care less if we were taken care of. The desk staff didn't seem interested in helping. The valets were terrible.

I was a first time attendee and was pleased overall with the topics and presenters. I did notice at the beginning, the Wi-Fi wasn't working and wouldn't allow me to download/open the presenter's materials. By the end of the conference, I wasn't having any issues. I was sitting in the front for most all of the seminars and at times it was very difficult to read off the projected version. The parking needs to be

Waste of time and money. If you would have called it a food truck night, at least we would have known what to expect. 40 minutes to wait in line for food at one truck was ridiculous. That is no way to handle 1,000 people (even though I know probably only a few hundred actually showed up - which should give an indication of the interest in this event). Hollywood has nothing to offer. Don't go there again.

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<p>subsidized. \$25 per day is not good. There was not enough snacks provided and on Tuesday and Wednesday there was no snack offered. The broken escalator was annoying and inconvenient. Didn't like that the refreshments were upstairs and it was time consuming to get upstairs. Valet had long wait times. All the restaurants had long lines and were very expensive. The breakfast was unsatisfactory - extremely limited quantity and lack of variety. By 7:50 all food items were gone and not replenished. Unable to eat breakfast last day of conference because all food was gone prior to 8:00am. I will not attend the conference if held at this location in the future. better venue and pricing</p>			
	<p>No suggestions. Very entertaining.</p>	<p>Did not attend. It did not sound appealing.</p>	<p>Very small, very hot. I was claustrophobic and left shortly after I arrived. Did not return.</p>
<p>GREAT!</p> <p>A couple of negative items: 1) while offering the box lunches for sale on Monday was appreciated, the cost was high. And - charging for drinks and cookies was ridiculous. 2) Parking - rates were very high. And the ticket validation machines within the Garage</p>	<p>GREAT!</p>	<p>Inside would have been better - too many flies to eat outside.</p>	<p>Need bigger room - not split everyone between three rooms (balcony, music, and bar). DJ was great and like having the game tables.</p>

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<p>stopped working on Sunday. This caused excessive delays in exiting the garage, and the staff of the garage could care less.</p> <p>The hotel can discount the parking cost for attendees and work on the internet connection. I was able to finally connect to the internet to find that their firewall did not allow me to log onto the City's VPN system. this was one of the best - no suggestions</p>	<p>Enjoyed this event with colleagues and new individual that I met there. The food was good.</p>		
<p>Parking rates were ridiculous, Wi-Fi was useless. There were some blocks of time with no sessions of interest. Some sessions could have used more time to expand on topic - maybe think of adding a 101 and 102 for some subjects.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>
<p>Excellent</p>	<p>n/a</p>	<p>One of the best Tuesday nights I've ever attended. I'm sure it took a lot of time and hard work to pull that off - Great job Host committee!!</p>	<p>Turnout was great this year, everyone had a lot of fun!</p>
<p>This was average. The presentations were good but the meals and parking facilities were terrible.</p>	<p>More time to visit with the vendors. The time goes so quickly!</p>	<p>Good concept - but it was a little hot and some of the lines were really long. Great band though!</p>	<p>Not as good as some of the past events.</p>
<p>1. Perhaps take it to Miami??? I heard someone say it hasn't been in Miami??? Miami would be an exciting venue. 2.</p>			<p>Hospitality was not good. The parking was a nightmare. It took 45 minutes to get out from the 6th floor and Hallandale Blvd. Had heavy traffic and too many school zones.</p>
<p>The Hotel should have done more to anticipate the timing of the</p>	<p>More places to sit instead of stand would be</p>	<p>1. I didn't go because of the heat and sun. I guess it's always a challenge to find the right mixture of indoors vs. outdoors events. The idea was great, and the Park is very relevant for my</p>	<p>Space was too small, but as always, one of the coolest parts of</p>

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Conference attendees, as well as the departure of same. It was the first time in recent memory that Express Checkout was not offered, which was disappointing.	appreciated, especially for us old fat guys.....luckily, the League was gracious enough to allow me and my colleagues to hang out on your couches.....thanks!	City's Economic Development possibilities, which I greatly appreciate. The Food Trucks being used to feed 500 + people did not work as well, given the need to stand, the wait times, and the heat, all of which could have been anticipated. Having said that, the food itself was quite good, although standing in line for 45 minutes waiting for a piece of pizza (ok, I lied....two pieces of pizza) was not my idea of a good time. Nice event. Was spread out too much, did not provide opportunity to meet and talk with others	the Conference.....the room for dancing makes a big difference.....but it was still great!
Venue that can accommodate all, we had to stay at a different hotel	N/A		N/A
The cost of parking was a bit high, considering the amount of business that the conference brought to the hotel. Also, the hotel banquet staff could have done a much better job with the quantity of food that was served for the continental breakfast as well as during breaks. There were two issues for me at this particular location: 1. Although I was able to get exercise out of it, the escalator not working was disappointing (of course it was the side of the	The high cost of parking coupled with the wait time (from the end of the last concurrent session on Sunday to the start of Association Night) made it inconvenient for those who were not staying at the hotel to stick around for the association night event.	Could not attend due to scheduling conflict.	

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<p>escalator that required us to walk upward). 2. Since this event was local for me, I commuted on a daily basis. The problem for me (and others commuting) was the parking garage. The machines to pay for parking didn't work so we were unable to pay prior to exiting the garage. Also, it took a significant amount of time (one day it was at least 25 minutes) of sitting in the car trying to get out of the parking lot. Very frustrating for the ones of us that had to commute on a daily basis. Parking was expensive and unorganized. I do not like the facilities and would prefer going back to Boca.</p> <p>I enjoyed the conference and found it very informative. If there is one complaint it would be that there could be more food choices in the morning and for breaks. I have been trying to eat a better balanced diet and exercise just about every day so I am usually very hungry in the morning and for me I just didn't have enough healthy food options in the mornings and during breaks. Other than that it was a great event.</p>			
<p>Shorter classes after lunch. Healthier drink choices.</p>	<p>Great job!</p>	<p>Did not attend. Outdoor events in Florida, in June are not my cup of tea.</p>	<p>Did not attend. My husband was with me and I did not want to exclude him. It was not clear that he would be able to come with me.</p>
	<p>Unable to attend</p>	<p>Excellent event had a great time</p>	<p>Excellent</p>

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<p>Breakfast was awful. If the program stated it would run through 8:15 I would expect food to be refilled up until 8:15 but there was nothing left by 7:45-7:55</p>	<p>Nice set up, the room was big so it didn't feel crowded. It could be a bit longer to give more time for networking - maybe 2hrs instead of 1.5hr since there was a good turnout and it</p>	<p>good entertainment and plenty of vouchers for food - maybe a bit too hot to have an outdoor event a lot of people left very soon after arriving</p>	<p>The rooms felt too small but great entertainment and excellent for socializing</p>
<p>The hospitality suite was too small. There was not enough food provided at breakfast and breaks. I had to wait while everyone else ate to get my vegetarian meal at the Tuesday luncheon. There never seems to be enough seating for the Ethics course to be comfortable for a 4-hour session. And we pay extra for that session - there should be ample space provided.</p> <p>There was never enough food. Seems that the meals were not planned appropriately because I would arrive 30 minutes before the ending time for breakfast on each day and was never able to even eat breakfast. There were times that they even ran out of coffee.</p> <p>Snacks. I appreciate the idea about healthy snacks... but ALL snacks they disappeared too fast. I missed all the snack desserts, cookies, fruits, because I stayed till the end of my class. On the first morning, all the breakfast was gone before the assigned breakfast time was up. Apples are challenging</p>	<p>There weren't enough places to eat. It was a little crowded. But the food was good and the exhibitors were very cordial. Would like to see ALGA & FCCC provide booths. I think it would be beneficial to have more</p>	<p>No suggestions for improvement. This was a lot of fun.</p>	<p>The space was too small to spend much time there and so I didn't.</p>
<p>It wasn't long enough. I ran out of time before I ran out of vendors. The slider appetizers were amazing. However, by the time I found the dessert table, there were none.</p>	<p>Due to work circumstances I missed it, because I had to go home. However, it looked boring from the description.</p>	<p>Very nice. With the indoor /outdoor venue, there were places for quiet talk and for loud laughter. It seemed regularly crowded and friendly. So, I have nothing to add to that.</p>	

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snacks, because they are hard to eat in public. Oranges are messy to eat in public. Maybe pay extra and get them precut and skewered.			
The classes were very informative. However, I was very disappointed that there wasn't much snack in the afternoon. Usually, we have cookies, and pretzel but this hotel did not serve anything other than cold and hot drinks.		<p>The Tuesday night event was nice. However, I came in after 8pm and the security at the gate said that he was told by the event host/rep not to let anyone in after 8pm. There were a few of us, and one gentleman who demanded for him to contact the event rep. He called his head supervisor, who tried to reach someone but could not get through. At the end, he finally let us in. But I believe the guards were only following directions. This should not happen again, if we have the tickets the event doesn't end till 930pm. We should not be turn away or there should be some notification on our ticket about the time the door would be closed.</p>	
Food was overpriced and not very good. Allow an afternoon for people to enjoy the facility. A venue with more restaurant options that are within walking distance. Hotel food can be pricey and not so healthy.		Outdoors is too hot in the summer.	Fun!
none	none	none	none

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Hold it earlier in the month	What would draw more people to the exhibitors??	I didn't go to the event, it didn't look like it would be very good, try to keep the quality up.	Discourage private hospitality suites, they take away from the official one.
None. Food provided for breakfast/snacks was a little ridiculous. Cereal was the hotel's idea of a continental breakfast? Zero snacks during breaks? Make everyone go upstairs to the exhibit hall to even get a soda? A little disappointing if you ask me.	Needed more tables.	None.	None.
The parking situation at the Diplomat is atrocious. There are few options for lunch on Monday. The Association should try to find a different venue in South Florida or schedule it in a different location altogether.	Didn't attend	Didn't attend	Didn't attend
A higher temperature in the conference rooms would be more comfortable and save energy.	Did not attend.	Did not attend.	Did not attend.
This was my second conference. Definitely learned a lot, gained knowledge and new ideas for my department, built new relationships and extended my contact base. It was a beautiful place. I had a great time and a lot of fun, and looking forward to next year. Thank you for organizing such a great event!	Very good event. Got to see our consulting firms and auditors, met new people, and created new contacts.	If currency-like vouchers are given out for food (and if they have value to vendors), it would be good to tell the event participants to either keep or turn in their unused vouchers at the end of the event.	Terrific! Had a lot of fun, danced and met new people. Keep this one open for next year!
The parking		Did not attend, but heard it was great.	

arrangements at the Ambassador were not good. Ease of exit should have more priority. There also seemed to be an issue with maintenance such as the escalator and the parking pay stations.			
Excellent Even was very good. Parking was expensive and it took a long time to get out of the parking garage the last day. facilities are top notch, variety of subjects were good	n/a The food was more than expected. Good networking opportunity.	n/a Nice event. Glad there wasn't any rain	n/a Didn't attend
Overall, the conference was very good and beneficial. On Sunday, the temperature in the session rooms was comfortable. On Monday, the temperature had changed to cold and the A.C. was really blowing. I have dry eyes, it was havoc on my eyes. Except for Tuesday morning, the continental breakfast was less than adequate. There was hardly any breakfast on Monday and Wednesday morning. Afternoon breaks was less than adequate as well. Parking was very expensive and almost every day there were delays ranging from 10 minutes to 1 hour to get out of the parking building. It would have been nice to have more than one choice of food. Maybe a healthy o vegetarian alternative. Everything was great. This is the first group that	did not attend - Commuted each day	did not attend	did not attend
	Did not attend.	The event at the ArtsPark was nice. The food trucks and the food they provided was very good.	Hospitality Suite was nice, no snacks though.
	N/A	This event was lacking. The food	Didn't visit.

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has consistently put on very educational and networking sessions.		vendors were not prepared (not FGFOA's fault), I thought there would be more art vendors, and the buses returning to the hotel ran very slow. Most of this was not FGFOA's and I appreciated the effort, it just wasn't what I expected.	
Classes - Very good. One complaint was that the escalator was down, if I were the FGFOA, I would get compensated for that. Also, regarding the food at breakfast and breaks - can't really comment because they were pretty much gone before I got to them - heard lots of people complaining. Internet was way too slow. None in our group was able to download FGFOA app if we had I-phones or I-pads. Hotel is definitely not as nice as a Hilton as it was as a Starwood the last time the conference was in Hollywood. Housekeeping was bad. The elevators were trying. Overall the conference was good. Allow attendees in some way to indicate allergies so that an option is available for hotel to choose dishes without the main allergies such as nuts and shell foods. I am allergic to both nuts (there were pine nuts already added to the salad when brought to the table), and shell	Was not impressed with food and no mixed drinks.	Was very good - maybe a little too spread out - kind of sad that more people weren't watching the music, or maybe it looked that way because the venue was so large. I was expecting more art. Had a lot of "money" left over, used it for tips and bought water with the rest. Maybe we could have been given less money and the difference could have been spent on providing something else	Didn't attend.
	Enjoyable.	Did not attend.	Did not attend.

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<p>foods (shrimp was already on my plate when served. Both plates had to be returned. This is pretty serious for me. The desert at the Business Luncheon also had chopped almonds which I only discovered three bites into the desert. Thank God I had my allergy shots with me. This could have been a very disastrous event for me. At least alert us so we can choose not to eat what is offered. That's not too much to ask. Is it?</p> <p>Disappointed in the Hotel. Internet was much too slow, hotel maintenance was lacking (escalator). Food quantities were not well planned. Breakfast was gone most mornings before the serving time even ended. Also, the quality of the food was not up to par. Heard many people complaining. Could not download the FGFOA app on my iPhone or iPad.</p> <p>Restore the invocations to the opening session and the Tuesday lunch While the location was nice, parking was quite expensive for local governments that commuted. If you left the hotel, you had to pay again as well. There were not many restaurant choices within walking distance around the hotel. The hotel did not seem to have</p>			
<p>Not impressed with the food. Beer and wine only, no mixed drinks.</p>	<p>We were given 35 "dollars" to spend on dinner and 2 drink tickets. Food was not that expensive, so had a lot left over to give as tips to the vendors. Venue was rather boring. Band was good, though.</p>	<p>Did not attend.</p>	
<p>Restore the invocations to the opening session and the Tuesday lunch While the location was nice, parking was quite expensive for local governments that commuted. If you left the hotel, you had to pay again as well. There were not many restaurant choices within walking distance around the hotel. The hotel did not seem to have</p>		<p>The event was well planned, but it was way too hot to hold it all outside. The food trucks struggled to get food prepared quickly and most had to wait quite a while for food orders. From what we heard, the gates were closed and</p>	

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<p>enough food or snacks for the attendees. Most mornings the breakfast items were not replenished. They only provided a snack midafternoon on Monday.</p> <p>This may be petty - but for the continental breakfast - there was never anything left except cereal and a little bit of fruit just before 8am. For the breaks on Sunday and Monday - nothing left by the time the sessions attended dismissed Yes - there were sodas, coffee and tea which were appreciated</p> <p>A few more coaching/leadership sessions would be nice. Not very happy with the location, prices and catering. The room I had was quite small and very pricey. The refreshment breaks were poorly stocked. In past years there was a better and bigger selection of snacks. One late afternoon break, there was nothing left at all. I was only able to get a soda. Breakfast also was not well stocked. I have a feeling this is because the hotel was so expensive that was all that could be afforded. Lunches for sale in the vendor area were more expensive than the same meal offered downstairs in the lobby. :(</p> <p>Venue was nice, but possibly unprepared for</p>		<p>security was turning away guests who had tickets to the event. I did not experience this, but heard other did.</p>	
	<p>Did not attend - too much time in-between last session on Sunday and event...</p>	<p>Did not attend -</p>	<p>Did not attend</p>
	<p>A little crowded and hard to get food.</p>	<p>No suggestions just a great event.</p>	<p>No suggestions, perfect.</p>
	<p>This was nice and I made many good contacts. Vendors were great but again, the food not so much. The bread for the hamburger and chicken sliders was stale. The cookies were stale. Not worth \$30! :(</p>	<p>I did not attend.</p>	<p>Only went one time. Seemed well attended but there was no TV and the Lightning game was on so I went somewhere where I could watch the game. Also, noticed that there was always someone at a cash register to sell you a \$14 glass of wine.</p>
	<p>No suggestions, very well done.</p>	<p>N/A - Did not attend</p>	<p>N/A - Did not attend</p>

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the number of attendees. Having the conference start around the same time as checkout made for very long waits at the elevators and valet. I did not think the venue was a good choice. The Diplomat did not plan the food and refreshments to handle all the attendees at the conference. It was like a first come first serve basis. The parking was awful. The rates were higher than the email Jeannie Garner sent.			
As much as I love the beach, it is too expensive in south Florida. Very good!	Nice	NA	Nice
Very good venue.	Good networking opportunities. The food was very good.		Very well done.
great information	Fair event. Band was great food trucks not so great, except the ice cream.	Great job.	Didn't know there was a hospitality suite.
Great. Wi-Fi issues needed to be worked out in the beginning	Not enough places to sit...walking around balancing food and drink	Too hot in beginning, not enough going on to entertain, too spread out so people were in thinly spread groups	Didn't visit
Less time on weekends, more in mid-week. More options to accessible/affordable lunch options, if venue is not in an area accessible to dining places, especially if parking is costly too.			
Better location/venue	Great job!	Loved the food truck concept, probably didn't need \$35/person for food. But overall great job.	Little expensive for alcohol options other than wine or beer

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<p>From my perspective, everything ran smoothly. I had no problems checking in and finding my classes. The venue was great. No complaints.</p> <p>First of all, let me say this conference is always run so well.</p> <p>Suggestions: 1. It seems that at this conference, the 'snacks' at the breaks run out too quickly. Always a challenge. Everyone is rushing to the area, mostly to be disappointed that there is nothing left. 2. Technology issues were really frustrating. No, or very limited Wi-Fi was a serious problem. The access to the presentations on the app didn't work either because of internal issues or Wi-Fi, however when I went to the link provided in the letter, presentations were easy to get to. I think the problem was in the app. Cookies or light snacks would have been nice for the break times. At the first time attendee's seminar the continental breakfast ran out of food. I would have like to see the seminars start just a little bit later.....maybe 8:45 or 9.</p> <p>***Staggering the end of seminar times to reduce the elevator back-up and wait!</p> <p>For venues that include a parking garage which requires daily payment for commuters, I</p>	<p>Did not attend</p>	<p>Did not attend</p>	<p>Excellent</p>
<p>Excellent as always.</p>	<p>Excellent as always.</p>		
<p>There were minimal places to eat. Many attendees had to walk around and eat while trying to hold their drinks/bags etc. The overall event was nice.</p>	<p>This was a fabulous event. No suggestions for improvement here.</p>	<p>I did not make it to the hospitality suite.</p>	
<p>Since I'm local, I didn't attend.</p>	<p>Since I'm local, I didn't attend.</p>	<p>Since I'm local, I didn't attend.</p>	

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<p>suggest/recommend including the cost in the registration fee so that exiting from the garage is not a 45-60 minute "adventure", as it was for this venue each day. Also, breakfasts and food during breaks ran out every day, leaving those that don't rush out of the sessions early with no breakfast or snacks. I believe this also was a factor in why so many people left the sessions early, just before the refreshment breaks, disrupting the rest of the audience and the speakers.</p>			
<p>As stated above, the sessions were the best that I have experienced. We brought home a substantial amount of information and I think this provided the city with a good use of the money. Only negative issues would be related to the hotel itself. Having everything on different floors was a problem on Sunday and Monday, especially with a broken escalator. It was good exercise though. .</p>	<p>This event was great - the food was good and it was well organized. Only downside was that there were not enough tables.</p>	<p>The band was great, but the food trucks were kind of a problem. The lines were long and the wait after placing orders was even longer. The pizza was very good though, once we got it. We ended up not spending most of the money because we didn't want to wait in line again. Having the tables placed where we could see the band would have been a nice touch, if possible.</p>	<p>The suite in this hotel seemed to be smaller and more crowded than usual. Not enough room for a real dance floor. I think larger rooms work better for an organization of this size.</p>
<p>The conference was great and a tremendous value for the registration fee. The Diplomat is a beautiful location but parking was very expensive. The parking fee was almost half the cost of registration. Leaving the conference</p>	<p>I love that the Association Night is in the Exhibit Hall. It provides an opportunity to meet with the vendors without having to run off to class. The food was very good this year.</p>	<p>Was not able to attend.</p>	<p>Did not visit.</p>

Overall 2015 Annual Conference Survey

on Tuesday afternoon after sessions took one hour (no exaggeration) to get out of the parking lot. I was parked on level 5. That is unacceptable. The person behind be called the hotel/parking vendor but still nothing was done. On a positive note, the self-scanning of badges was fast and worked very well.			
Very expensive place....the hotel should give the committee a refund on the escalator problem they had and never fixed. Quite a big gathering for them not to be accommodating.	Very much enjoyed. Great food selections.	Bummer. Very disappointed. Food trucks were horrible. Fair food and we had to wait over 45 minutes to get crappy food. Invasion of the flies when we did try to eat. I was very upset I bought an extra ticket for this event.	Small...Loud...need a bigger room...but enjoyed the balcony.
Monday lunch: as hotel staff explained, only 200 lunches were pre-ordered. For those who arrived at the beginning, it likely went smoothly. For those of us who arrived a bit later it was a cluster. You may wish to ask us to pre-order (and pay with our conference payment if it helps) our selection so that the hotel can have those prepared. If there's any way to negotiate a box lunch that included perhaps chips, drink, etc. for a reasonable price it would be nice. Ala carte prices were exorbitant, but I understand that is likely outside of your control. Afternoon	I liked the food truck idea.		

Overall 2015 Annual Conference Survey

cookies: these are much appreciated, but the quantity is an issue. It seems to bring the worst out in people. Our session ended on time one day (Monday), yet when we went straight to vendor area, only veggies and drinks were available. Apparently the cookies (and fruit??) were put out well before the end of the session. Perhaps we need to be told to limit ourselves to 1 (or 2) cookies)? We saw many with plates full - however, they may have picked up some for co-workers. After the conference I heard the price was \$5.50 per cookie. Wow. I bake. I'd like that deal. The cookie I had on Sunday was not worth close that amount, even considering the hotel-inflated prices. Wasn't the hotel selling the same cookies at Monday's lunch for \$3 each (maybe it was \$4)? At that price, I can see why you limit the number. But if cookies are offered, enough should be provided for everyone to have one if they want... Drink offerings were plentiful during every break and appreciated. Kind of joking - but give us tickets for cookies... I'd have given up most of my food truck money (didn't use even half of it) for a cookie or two... Manners of session attendees: with the self-

Overall 2015 Annual Conference Survey

scanners, there seemed to be an increase in rudeness of attendees from prior years. As soon as speakers opened for questions (I believe in every session) there was a mass, loud exodus towards the door (maybe they were rushing for cookies :). If anyone had a question, those of us who remained could not hear the question(s). Much prefer conference in the central Florida area. Those of us in north Florida will always have to travel, but a more central location is much easier. We do not attend some years when it is in south Fla. Also, the \$189 hotel fee is steep. We do not allow the contract auditors we are using to be reimbursed for more than \$150 for hotels per night.			
During some of the sessions it would be helpful to have more detail or examples. Excellent	N/A	It was great the way it was! N/A	It would be great to have a larger area and more casual seating. N/A
Had a difficult time with the Wi-Fi - - used the app		Do NOT hold outside this time of year! Too hot - -flies everywhere - miserable!!!	Need a larger room!!! Way too small!
The meals were not appealing. There was no thought as to what someone might eat if they are lactose intolerant or on a low fat diet. At breakfasts my only option was dry cereal or an apple. If bananas were offered, I never saw one. Lunch			

Overall 2015 Annual Conference Survey

<p>at the committee was a Caesar salad with cheese on it.</p> <p>The parking at the Diplomat is terrible.</p> <p>There has got to be some other location in South Florida than having the conference at the Diplomat every other year. Since it is locked in for the next few years, maybe look at having it at the Margaretville Resort that is opening up this year.</p> <p>It has been a learning experience at all levels, from watching the logistics of putting together such an impressive conference with so many attendants, to the relevance of topics and the ability to network</p>		<p>Decided not to attend as it did not sound too exciting.</p>	
<p>Conference was good. nice to reconnect with old "friends" the place was easy to get to and the set up worked nicely having no snacks at the breaks were disheartening to many</p> <p>Has the FGFOA ever considered developing tracks based on experience level? For example: entry-level; experienced; and manager. Using this year's courses as an example, the entry-level track would include courses such as auditing 101 and investments 101. Whereas, the experienced track would include the GASB update and Revenue Diversification.</p>	<p>N/A</p>	<p>It was a spectacular night, we had fun, we met people, it was conducive to networking in a very relaxed ambiance</p> <p>Nice, the thought of the food trucks was great but I know some people had to wait way too long for their food. And, unfortunately it was hot...the music was good.</p> <p>Great event and well organized.</p>	<p>N/A</p> <p>Ok. Have had much better and past conferences.</p>

Overall 2015 Annual Conference Survey

Great speakers. Disappointed with hotel. Leaving the parking garage on Wednesday was disappointing. Took 40 minutes to get out of garage even though charge was paid on pcard previously. (We had an appointment and were afraid we were going to be late.) Food at the continental breakfast was always gone when I arrived for the morning class. Called hotel to complain about parking garage and got the run around with the valet. Not very customer friendly. Will we ever be able to have the Exhibitor's Hall and the Classrooms on the same floor? It makes it very difficult for those of us with limited mobility to run from one place to the next. Really like the mobile app! Would like to request speakers to all provide their presentations online no later than the week prior so that we have time to access them and print them if we desire. I will not attend another conference at the Diplomat. I wasted 3 hours over 5 day waiting in line to exit the parking lot. Diplomat claims it's not their fault as the parking facility is run by a different company; sorry but parking for commuters and everyone not staying at the conference hotel is part of the conference	Good.	Nice but hot. Food truck food ok but not anything extraordinary. Loved the band.	Don't attend.
	Please add a small area of seating for those of us who are unable to stand for the entire time.	Did not attend because I was too tired! :)	N/A
	Nice food, but not very easy to mix...most people seemed to stay in their own clicks.	Did not attend	Never Used

Overall 2015 Annual Conference Survey

<p>facilities -- I don't care, never again, ever. To afford attending, I stayed 10 minutes away for \$60 per night. I mentioned to FGFOA staff that the benefits of attending as a small city are becoming fewer and fewer. Seems like a declining vortex, less offerings addressing small cities, because fewer small cities attend because of less offerings... (Which creates a whole secondary question of how truly valuable the CE credits are if the information is useless in my situation). Would it not make sense to have the exhibit hall open less during class time and more after classes? I get a lot of info and benefit from mixing with the vendors but can't afford to miss the CE credits. I've already commented on the presentations/conference program. I noticed a change with the refreshment breaks and I would like to suggest that at least some sort of snack (pretzels, crackers, trail mix etc.) is offered. The fruit is great, but not always practical. And smelling oranges/bananas being peeled or hearing someone chomp away at an apple is distracting. I'm okay with healthier alternatives, but maybe explore some other options. Some sort of refreshment IS welcome.</p>	<p>Great event. Thought it flowed very smoothly with numerous stations available.</p>	<p>One of my least enjoyable TNE. Venue was hot/uncomfortable with little/no opportunities to get out of the heat/bugs. Food set up was poor. Long lines, slow food preparation. Entertainment was poor and venue resulted in limited interaction among attendees. Didn't seem like much of an "art" park, and as I was leaving it was awkward to be approached by homeless people</p>	<p>I enjoy having the DJ and game tables at the HS. Seating seemed very limited this time. Having outdoor seating is fine (sometimes) but not when there is a constant hot wind blowing in your face. Fire pit and/or outdoor seating arranged for larger groups of people is much better.</p>
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<p>And how about some alternatives to the sodas? Lemonade, juices, etc. Those could even be offered in large containers vs all the individual cans/bottles. It was awkward and inefficient to have the vendors/refreshments on another floor, especially with the escalator not working. Made it difficult to not be late to a session.</p> <p>First, with regards to boot camp as we had two staff members from Citrus attend? It would be beneficial to include them in the events. These individuals a lot of times are new to FGFOA and it is important to make them feel welcome and get a feel for future conferences they may attend. One additional suggestion is hotel pricing. In order to send more staff we had to look for hotel accommodations elsewhere. While we ended up 1/2 mile from the Diplomat it would have been nice to be where the conference took place. I would like to suggest either trying for a more reduced rate or provide surrounding hotel options with registration. We may see attendance increase if we can keep hotels under \$150 a night.</p> <p>I did not like the hotel at all. The cost was very high, Self-parking for 3 nights was \$75. The</p>		<p>that were apparently irritated to be closed out of the private event.</p>	
<p>Did not go to it because by the time I got my room and luggage to my room</p>		<p>It was ok. I thought there was going to be Arts on display. The entertainment</p>	<p>I did not attend</p>

Overall 2015 Annual Conference Survey

<p>lines at check in were very long and I did not get a room until after the last class on Sunday. Then you had to wait in another long line to get your key and room number. I will not go back to this location again. It was the worst one that I have gone to and I have been going since 2001.</p> <p>Boot camp attendees need to be provided with more conference information. If not for my co-worker who attended the actual conference and on the emerging leader committee, I would not have known anything about the emerging leaders, the Tuesday night event, etc. I do not think that others at the boot camp knew of or participated in these events. Boot camp attendees need included in the networking opportunities. I did not know of the mobile app until I received this survey, which was forwarded from my co-worker - did not receive any information from FGFOA.</p>	<p>it was too late.</p>	<p>was good. The lines at the food trucks were long and you had to fight the flies for your food.</p>	
	<p>Maybe have it last 30 minutes longer.</p>	<p>Wasn't thrilled with this option, so I didn't attend. Don't like being bussed and having to eat on a blanket in the park was appealing. Repeat the truck vendors, money and band! Maybe a couple more trucks so the lines don't get</p>	<p>Didn't visit it this year...</p>

Overall 2015 Annual Conference Survey

	More healthful food options. Way less pasta.	so long. Great idea though!	
		Lines too long, ran out of some of their food, their service too slow	
		None. I was	Maybe having larger rooms?

Statistic	Value
Total Responses	118

Overall 2015 Annual Conference Survey

4. Please provide suggestions for future workshop topics for the Conference, School or Webinar:

Text Response

More talks about budget

Topics were appropriate and helpful

Keep up the AA and ethics.

As the COO for a small government, I wear many hats related to HR issues. I liked that track this session and would ask to continue this trend.

Continue with the GASB education... Get them to stop with the pension & open stuff!

I would like to see more Budgeting topics.

Offer a "boot camp" for pre FGFOA certification/school attendees. For instance, I am interesting in obtaining my FGFOA certification, however I am not a "beginner". Attending the "beginner" boot camp would be torture and boring to sit through. A more advanced "boot camp" training would be valuable.

I liked that Single Audit was a topic of discussion. In the future since there is even more focus now on compliance, maybe the topic could be a bit broader. Compliance was touched on by several other presenters and how important it was.

Advanced capital asset accounting (infrastructure, intangibles, etc.), always fraud goes well, - - - and bring back Stephen Gautier - anything he does is great.

Please change the venue.

1. Technology applications, pay by iPhone. 2. More detailed Fraud detection.

The fiduciary responsibility of all Finance officers is going to become a larger and larger topic of conversation in the future, and would be an excellent topic to address from several angles, in my opinion.

N/A

I did like the leadership approach. Maybe presentations skills in the future would be good.

Reducing Indirect Costs

The A&A track was too auditor oriented, it would be nice to see more topics that government employees can relate to a little more. Maybe pick out a fund, a section of the CAFR, talk about IT. The Fraud, Pension and Accounting Complexities were all very good presentations that were informative and had good learning points even for future reference.

How Finance and Internal Audit could collaborate more effectively. Perhaps a session with a Finance Officer, an external auditor, and a CAE. A detailed workshop on analytics, using Excel and perhaps some add-ins. Would like to see a session with some county department input - as to how finance could help them work more efficiently.

Reporting or communicating to elected officials audit preparation

Lots of new GASB's out or soon coming out, need a class on the new OPEB.

I really enjoyed the hands on investment/excel class.

Topic Ideas: (a) Detecting, Deterring or Preventing Fraud With Electronic Transactions and Complex Accounting Systems (b) Solving Accounting Problems Associated With an Oracle ERP system (c) Solving Problems With Deferred Compensation Plan Administration (d) Understanding FRS Pension and Investment Benefits and How They Interact With Other Retirement Accounts

GASB 68. The mobile application was great tool to have.

Keep up the good work! More of the same topics and updated Accounting Pronouncements.

GASB etc.

I noticed when there are two speakers for a session, the first one seems to take up most of the time. The second speaker had to rush and wasn't able to get through the material they had prepared.

Overall 2015 Annual Conference Survey

More on Debt Financing and Management and Accounting & Financial Reporting.

More sessions on banking & merchant products

Why was the Voluntary Fellowship not included above? I understand it is voluntary but so are the last three items.

Webinar: since I was unable to attend the session for the Affordable Care Act, this would be a good catch up for the ACA as a webinar.

More fraud

Maybe an in depth seminar about becoming a CGFO. Have the exhibitors on two weekdays.

Transparency and technology was very briefly mentioned. I would really like an in depth class on utilizing technology for transparency. Particularly small things that can be easily implemented by smaller municipalities.

Conducting an inventory and depreciation, Calculating Closure and Post Closure costs. Cash Handling.

FEMA audits, forecasting budgets, Vendor presentations of ERP software. Benchmarking resources. I like the workers comp sessions.

I would love to learn more about the Purchasing process as it relates to government. Invoice auditing and what to look for.

Provide more SEFA training (how to put it together, pitfalls, etc.), more low-level selections for staff accountants (such as CAFR presentations of the various funds and combinations required.)

I think the FGFOA did an excellent job covering the relevant topics this year. We love the webinars. The timing of the School of Govts Finance is a bit of a challenge, as it comes in the middle of year-end. A central location would be appreciated.

A suggestion based on my experience at work: 1. What the Budget Team needs to know about Fund Balance. 2. Implementing a non-ad valorem special assessment.

Would love to see a class on sales tax/ used tax/ and communication tax. I work with taxes a lot but am not a professional...so would love to hear from a tax professional on what these taxes are used on etc.

I was never able to get the mobile app to work. Parking was atrocious. My room key didn't work so I paid \$10.00 on Sunday, \$25. On Monday. The hotel reversed their \$17 charge for Sunday. I paid the hotel \$17 each day for Monday and Tuesday.

More budgeting sessions

Conference: Private Audit v Public Audit School: more defined levels, and combination like basic intermediate advanced basic/intermediate intermediate/advanced Webinars: more availability of webinars

Case study sessions, if feasible, would be a great hands on learning experience. These sessions would simulate classroom environment with groups working together to complete an appropriate task such as balancing a budget or preparing financial statements.

Leadership track/classes during conference instead of on Saturday.

Contract development / negotiation / legal skills. Time Management More computer skills - the Excel session and the one on EMMA were really great! Grant Administration FEMA Best Practices Creative Benefits Structuring

Small City Best Practices; What does an ICMA or FLC member expect from a GFOA member?;

Productivity and staffing benchmarks in accounting and finance -- results from GFOA surveys;

Ken Small - Insights for small cities; Online resources for CGFOs from A-Z (websites, best practice resources, videos, how to, PDF download, statutes, regulations, etc.)

Maybe pairing interested long term members with a new attendee? I know when I attended my first FGFOA conference, it was very overwhelming. It would have been nice to have someone that I could have asked questions, or been introduced to others, without feeling so awkward. I think it would be a great outreach, require minimal effort, and be a meaningful gesture. I personally try to do this for others when if I know they are new.

Overall 2015 Annual Conference Survey

I think you do a great job with the topics and I very much like the Webinars. Keep up the good work!

I thought the topic on Accounting Complexities Facing Local Governments - Part IV presented by Andrew Laflin was exceptional. I would like to see this topic continued in future conference or webinars.

Anything billing and accounts receivable related.

Please provide CGFO review courses!!

More on pension reform; cash management, cash flows, and advanced investment topics.

A "How to prepare the CAFR" webinar or session at the conference. I believe this will be very informative to the people who are not actually preparing the report, but would like to know how to. I know there have been sessions offered by the GFOA in the past, but not in recent years.

Statistic	Value
Total Responses	52

Overall 2015 Annual Conference Survey

5. Is there anything that you would like to see the FGFOA provide for its membership?

Text Response

Better hotel location for its conference. A hotel that can handle a conference this size.

More webinars that can be done on your computer.

Continue with the webinars

Since there are so many in attendance, it would be nice to be grouped together by interest.

Example: County budget and/or finance together, City budget and/or finance, etc. I found it hard to network for information since there were so many attendees with different experiences, add not being in one location, equaled no networking. However, I will add that I did learn a great deal from many of the sessions.

More cookies during breaks. :o) Seriously, Ken was right that people expect snacks during breaks. We could charge \$250 or \$275 next year and cover the cookie costs and it would still be a hugh bargain for 20+ hours of CPE. :o) Most other 8 hour CPE sessions are \$150 to

\$250. I did eat more fruit this year and did not eat any cookies, because they were always gone, but the fruit was good, so I didn't miss the cookies. :o) I do think adding a couple

granola bars to the welcome bags would be a good idea, but not in place of the cookies. :o) I would like to see them provide some type of subsidized parking. \$25 per day is unacceptable.

There needs to be adequate amount of snacks for all attendees. I was at the conference for 3 days and was not able to have any snacks because they were either finished by the time I got there (because I waited until the class ended) or none provided at all.

Possibly more webinars.

Doing great.

CGFO training review courses more than once per year - maybe have it at the same time as the leadership conference too?

I think the FGFOA is doing a great job. They are the best (and practically) only place for comprehensive and good education on governmental finance and accounting topics. One thing that bothers me is that I don't see a lot of the bigger city CFOs there??? For example, the CFO for Tampa didn't attend. Was the CFO of Miami, Orlando, Jacksonville there???? I notice the Board members are "deputy" directors, and not the top echelon of the organizations???? It makes me wonder why??? Why doesn't the FGFOA appeal to the very top financial leaders????? I notice a few years ago when new CFO's were brought in at Jacksonville and Tampa, they were selected from the Investment Banking community??? Why? Why do mayors or managers turn to the banking community instead of the Government Finance Association for top level jobs???? Should the FGFOA curriculum have an "investment banking" track and certification???

Hard to imagine.....the hotel usually manages to disappoint in multiple small ways, but the FGFOA staff usually has it all under control.....I really appreciate the hard work that goes into these things, and the quality shows through.....been in this organization a very long time, and it seems that the Conference gets better and better.....great people, great job!

None

I think just an increase in promotion would help.

No,

Yes, please choose a hotel that allow the members to be able to leave the parking freely without being charged each time they go in and out.

nothing additional

Having more than two laptops in the Internet Cafe would be helpful. This would allow more surveys to be filled out right after the session. I don't have a tablet or smart phone and didn't bring my laptop.

Overall 2015 Annual Conference Survey

Thousand dollar bills would be nice!

Listen for the price paid I think you guys did a great job! No more no less. It was perfect for me. Everyone should appreciate the opportunity to learn and share info. With staff upon return to the office.

Continue to offer more webinars.

The FGFOA does a good job at providing education, speakers, and certification opportunities. Have a strong municipal or governmental leader speak about committing the internal culture of an entity toward acceptance and/or appreciation for internal audits.

Webinars..... Some classes we could take in our own pace.

The FGFOA does an excellent job!

More webinars dedicated to training the 'up-and-coming' accounting staff regarding governmental accounting, GAAP, and differences between private and public organization accounting. Also, more grant webinars targeting allowable/disallowed costs, compliance, etc. The FGFOA is great. The addition of webinars for continuing education and the continued low cost of membership and the conference registration are just two of the reasons.

More chances to take the CGFO test. November and March are extremely hard for those that are accountants...the start of CAFR and the end of CAFR...just not fair to those of us that have to put a lot of time into doing work during this time.

Day long seminars in different areas of the State throughout the year.

preparation for the exam to be more extended throughout the year

I have been enjoying the Voluntary Fellowship and would like to have seen it in the original conference announcement. I am sure that there are several more people who would like to participate but who are unaware of its existence and/or location. Would also like to see that meeting room available at the end of sessions like the Hospitality Suite, but without requiring any additional amenities.

Credit for attending ICMA, FLC (etc.) conferences and webinars. More cross organization presence...even overlapping conferences. Also, more latitude in accepting CE credits. If the conference sessions continue to focus on addressing departments with large staffs to the exclusion of addressing the needs of those of us with zero additional professional staff, then the benefit of even attempting to maintain certification is void and the benefit of the certification becomes worthless.

Nothing different at this time.

No I think you do a good job and meet my needs.

I think FGFOA does a fantastic job providing us with what we need. I can't think of anything right now. I do want to add, although it was not asked, that the staff at the registration table were amazing. Dana and Merrily are always extremely helpful and always have a smile on both of their faces. I bugged them so many times but they were always soooo helpful every time.

Thank you for all your help!! Excellent staff and conference.

Statistic	Value
Total Responses	34

6. Did you use the mobile application?

#	Answer	Response	%
1	Yes	58	45%
2	No	70	55%
	Total	128	100%

Overall 2015 Annual Conference Survey

7. Did you find the mobile application useful?

#	Answer		Response	%
1	Yes		56	98%
2	No		1	2%
	Total		57	100%

8. Why did you not use the mobile application?

#	Answer		Response	%
1	Didn't know		15	22%
2	Other		53	78%
	Total		68	100%

Overall 2015 Annual Conference Survey

9. Please describe the reason you didn't use the mobile application:

Text Response

Not a fan of so many apps

My cell phone can't handle any more mobile App's and it wasn't available on my Kindle.

Couldn't get signal to download.

I could not log on to the Wi-Fi.

The paper schedule worked fine and provided all the information I needed. I really didn't see any need for the app.

Not interested.

Connection to the internet and phone was spotty and unreliable during the event.

Due to the terrible connection in the conference center, my phone was practically useless - couldn't download or access any of the info

I'm not heavily into using my smartphone.

Too lazy.....I am a dinosaur and the directory was perfect.....if you didn't provide the directory, I would have used the mobile app.

No need. I had my schedule and knew where to go.

It required my apple password, which I couldn't remember.

Didn't need it.

Still using old style cell phone.

Forgot about it.

did not feel it was necessary

I had downloaded presentations to my laptop prior to the conference

I don't have a smart phone.

I have a flip phone, are you kidding me. I'm cruising to retirement.

I downloaded but didn't really find the need to use it. I sat close and could see the presentations on the big screen.

I have a talk and text cell phone only.

I used it last year and loved it. Last year I had an Android. This year I have an I-phone and I-pad - no one in our group could get it downloaded with Apple devices (those with Androids had no problem), especially when trying to do it in the conference area where the internet was so week.

It is a bother.

Could not download the app on my iPhone or iPad. Searched the App store and never could find it. Double checked to make sure I typed in the correct name.

Tried to get on, but was not able to connect. Not sure why, but gave up after a few failed tries.

I was able to access the website and used this for navigation.

First seminar.

I tried downloading it to my kindle and it wouldn't work. It did download to me cell phone but that is too small to follow along with during the sessions.

Didn't see a need for it.

I had a laptop.

Had laptop and iPad to use the main FGFOA site

I don't have it on my smart phone.

I tried it on my iPad and I could not get it to work the first time. I was planning on using it later but I just never got around to figuring it out later on.

I was not getting a good signal on my mobile device most of my stay and was unable to download the app.

I focused on the big screen during the presentation to avoid eye strain.

Overall 2015 Annual Conference Survey

didn't feel I needed it
Did not need it
Couldn't get the app. It wasn't available when I tried to download it.
All I had was my phone and I thought it would be hard to see much detail. And I had printed the available presentations before I left the office that Friday.
Could not get it to work
Printed out the handouts prior to class.
Only have iPhone. Viewed presentations on the screen.
I like to booklet.
The internet service at this hotel was very poor and I was not able to access readily.
I did not want to download it to my iPhone because the screen size would have been small. I did not feel like I needed to use the app.
Lack of mobile device.
Didn't want another app on phone. Used computer and wasn't a problem.

Statistic	Value
Total Responses	46

Overall 2015 Annual Conference Survey

10. Overall Additional Comments:

Text Response

Very enjoyable experience

Conference was good as it is every year. Hotel was terrible. I hope we do not have it here again. I am not even sure this survey will go through as I am filling it out on the internet café and the computer is freezing on me every so often due to the slow internet connection.

The conference was good, thank you.

I won't be returning to Hollywood... It is a long haul from north of JAX.

Committee meetings - if offering lunch provide menu details in case of vegetarian. If providing lunch offer a full lunch such as pizza or box lunch. A starter salad, coke, and 2 cookies was a nice gesture but..... It was great that snacks were offered however they were gone before those whose session went the full duration were able to return to exhibit area.

The FLC staff is amazing and Thank you all for all your hard work. To the new board...keep up the great work.

The hotel was not a good value. The front desk wasn't manned to accommodate the crowd, incoming or outgoing. The rooms were extremely noisy. We could hear the voices in the next room, and in the hallway. Food was extremely expensive.... \$12 for a tiny sandwich. Thank goodness for the pizza shop and 7-11 down the street. The cost of parking was outrageous for both day trippers and those staying at the hotel.

Overall I felt motivated and inspired upon my departure, I believe I have come back to my County with many concepts and ideas that hopefully will produce a positive financial impact.

Great job as usual by the Committees, volunteers and FLC Staff! Thank you!

I couldn't download the presentations from the mobile app onto my phone, but was able to do it from the FGFOA website.

I appreciated that most presenters tried to add a bit of humor into sometimes the more difficult or less interesting topics. It did much in keeping the audience's attention. I was pleased with the hotel that the conference was held at.

Overall was a good event.

Not the best conference I have attended. The hotel restaurants and services weren't up to my expectations. Gym had several broken machines that remained broken the length of my stay. FGFOA always does an excellent job of providing relevant topics and topics of interest. Overall, great job.

Great Conference. Hats off to the Host & Program committees.

I was only able to load the app to my iPhone, it wasn't available for download on my iPad - so I hope that works next time. The app was great. CPE self-scanners were fantastic! It seemed like we were able to get scanned so much faster. The customer service at the hotel was quite bad. Wait staff, front desk, valet - pretty much everyone we had contact with - were just not friendly. In fact, I would even say that one particular was quite rude. Although it was a lovely property, it really put a damper on the whole experience. We couldn't wait to get out of there on Wednesday.

More marketing???? Increase the membership??? When I fantasize about being the president, I always think my goal would be to triple the membership. Is the membership growing???? If not, why not???? Are we tracking and paying attention to the metrics??? Do we have a count of membership by age (as an indicator of when baby boomers may be leaving)????

I wish they were closer to home, as I'm sure everyone does, but I can't imagine the whole thing being any better, from top to bottom. The electronic scanning equipment was the BEST change yet! Worked like a charm (for the most part, from what we heard).....anyway, loved it. Also, it looked like you guys interceded on the parking with the hotel.....I didn't have any problems, but I heard many people who claimed to.....thank you for handling! Really enjoyed it and learned a

Overall 2015 Annual Conference Survey

lot.....thanks very much. All b
once again a great conference
Overall, the conference was great. Very informative and well worth the money. I look forward to next year!
Should require scanning in/out some folks were scanning two badges at once or coming in towards the end.
Thank you for all your hard work. It was evident. The bags were nice too!
The conference was nice. I didn't like the refreshment the hotel was serving and the parking issues in term of being charged each time you go in and out.
great job, look forward to next year
Excellent conference, well run, enjoyable Opening session speaker was excellent!
It was very useful having the schedule on the app.
Thank you for organizing this event.
Overall the event which was under the control of the FGFOA was very nice.
Thank you and have a great summer!
I realize that parking is not under the control of the hotel, but the operation and set up is not very good. They do a disservice to the hotel.
Great job!!
The hotel beds were lumpy. However, the rooms were well taken care of and the view was nice.
Almost forgot: Love the scanners introduced this year. Need a few more placed at the doors, on either side of each door for the larger classes, to aid with speed of departure.
Thanks to the conference committee, the host committee and to staff for an excellent conference
Excellent conference. Staff is super nice and helpful. The whole thing was very organized.
I think this location was too expensive and as a result we got less for our \$. I would rather be in a more affordable area, hotel and get more bang for my buck. Looking forward to Orlando next year.
Overall it was an excellent conference as always.
Very nice conference! Heartfelt appreciation to the organizers for a job well-done!
I liked the app and the scanning process.
Great conference overall.
Overall it was an excellent event, I learned and refreshed a lot of knowledge and information. Meet with old friends and made some new acquaintances, The venue was spectacular, the areas and the hotel service excellent (save Monday morning not as good with the breakfast) but overall it was a very nice time together with all our co-government financial colleagues.
Access to the presentations did not work on the mobile app. I experienced the problem, and many others I was with did as well.
It would be very helpful to upgrade the mobile app to sync with Outlook calendars so we do not need to rely on access to Wi-Fi to access the schedule. THANK YOU THANK YOU THANK YOU for providing Wi-Fi in the meeting rooms! That is a huge benefit to those of us who really cannot be disconnected from our offices and staff during the conference.
Great conference, thank you!
Great Job.
Great conference!! Except for Tuesday night event - -
great tool great opportunity to network
Check in was easy.
The conference was a great experience. It was well organized and managed. The website, mobile application and CPE self-scanning stations made it easy to focus on content rather than figuring out where you should be and what is happening around you.
Loved the self-scanning!

Overall 2015 Annual Conference Survey

One other comment that I have regards the venue. I will be writing a letter to the hotel directly, but the staff were not as attentive as we have enjoyed at other locations. One example of many was when we arrived at 11p on Friday, at least 8 valets were standing outside, but none of them moved to assist us with either our bags or parking for at least 10 minutes. Additionally, the prices for food at these venues is exorbitant--that's why the breakfast and snack bars are hit by hordes of locusts! Most of us have very modest per diem rates. :(FLC staff did a great job of putting up with us and organizing the details.

None

The conference was in a nice location. The business luncheon was good. I wish they would offer CGFO review classes.

great staff

Mobile app is useful, but sign in is usually difficult.

Statistic	Value
Total Responses	56



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

2015-2016
BOARD OF DIRECTORS

OFFICERS

President

Barry Skinner

President-Elect

Sarah Koser

Secretary/Treasurer

Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Executive Summary, Explanation or Background Information on Request:

2015-2016 Action Plan

Recommended Action:

For Review

Barry Skinner, President

August 18, 2015

Date



FGFOA Board of Directors Strategic Planning 2015-2016 Action Plan

VISION

The 2015-2016 year will be focused on improving our existing structure, processes and effectiveness in order to attract and maintain valuable volunteers and continue to provide our membership with high quality resources and services.

COMMITTEE MANUALS

The Committee Manual should be an instructional Manual for the Committees. It is a living document that needs to be reviewed and updated each year. The Manual does not need Board approval, but the liaison has the responsibility to make sure it reflects the Board's goals and objectives.

Goal: **Need to provide a consistent template format COMPLETED**

Who: President-Elect & Secretary/Treasurer

Deadline: By 2015 Conference

Specifics: General or Detailed? - Needs to be flexible
Add timeline – deadlines
Chair should be on the committee prior
Add requirements for reporting to the Board
Add transition section – mandatory meeting with incoming and outgoing chair/liaison (April/May). Incoming Liaison is accountable for the update of the Manual
Clarify Responsibilities of Committee and Administrator
Terms – remove from all manuals
Make “suggestions” for number of committee members (not mandate)

Goal: Update the Committee Manuals prior to the conference **COMPLETED**

Who: New Chair and Liaison's (with input from outgoing).

Deadline: By 2015 Conference

Goal: Provide speaker names and contact information from last two years for conference, school and webinars to each program chair.

Who: Administrator

Deadline: Provide to the new SOGF Chair at the prior SOGF

Provide to the new Conference Program Chair and Webinar Chair at the first Committee meeting at the Conference

CHAPTER VISION

Goal: Board members to attend their local chapter meetings and at least once a year provide an FGFOA Board activity update. **ONGOING**

Deadline: End of the 2015-2016

Who: All Board Members. President-Elect responsible for tracking and reporting on the goal.

Specifics: Use the FGFOA orientation PowerPoint as a tool.

SPEAKER EVALUATION & SELECTION

Goal: More effectively evaluate speakers **COMPLETED AND ONGOING**

Who: Administrator and Moderators

Deadline: Begin at 2015 Annual Conference

Specifics: Add a Session Evaluation Form and have the Moderator complete and return immediately after each session. Develop a "black list" of speakers that should not be asked to return.

CGFO COMMITTEE

- Add Spring review classes either in person or webinars **IN PROGRESS**
- Add formal sub-committees
 - Applications & Recertification/Renewals
 - Exam Questions Review Subcommittee
 - Exam and Review (Fall/Spring) Subcommittee
 - Special Committee – Review by Webinar Subcommittee
- Update CGFO Brochure & other information on website
- Consider practice questions and make recommendation to the Board
- Engage new test writer/reviewer

CONFERENCE HOST COMMITTEE

- Add emerging leader networking to goals – conduct last session on Monday (program Committee) then invite to special reception – Host Committee to plan reception
- Simplify sub-committee structure down to 4
 - Conference Support
 - Conference Events
 - Golf & Other Sports
 - Tuesday Night Event

CONFERENCE PROGRAM COMMITTEE

- Develop a method where members can recommend topics & speakers
- Make sure we maintain high quality speakers – no sales pitches
- Identify speakers earlier to include in the announcement
- Add session description to the Speaker Engagement Form (online by FLC) so the speaker can write the description & have the Committee facilitate sending the link to the speakers
- Add emerging leader networking to goals - last session on Monday interactive networking session, then invite to special Emerging Leaders Reception (Host Committee to plan the reception)

LEADERSHIP AD-HOC COMMITTEE

- Keep as an ad-hoc committee for the 15-16 year and make a Standing Committee if program is successful and continued.

LEGISLATIVE COMMITTEE

- Legislative Committee will not take a “position”, but will provide analysis and information as needed. However, if a global issue arises, the Board may consider a position.
- Need more members
- Committee members should be diversified (by government)
- Develop Legislative Impact Papers relevant issues as needed during session
- Continue with the informative Legislative E-Bulletins

MEMBERSHIP COMMITTEE

- Change name of Membership Development Committee to Member Development Committee effective June 17, 2015 **COMPLETED**
- Focus on “Member” Development (engagement, participation), rather than new FGFOA members. Secondary focus on how to attract new people to government finance.
- ACE Award move Member Development Committee **COMPLETED**
- Get statistics from Newsletter readership **COMPLETED**
- Bring recommendations to the Board on how to increase usage and relevance of social media and communication in general (Newsletter, E-bulletins, FACEBOOK, other possible communication venues). By August 28, 2015 BOD meeting

SCHOOL OF GOVERNMENTAL FINANCE

- Expand networking opportunities – hospitality suite participation is low – Committee has the flexibility to plan something extra if they want
- Add session description to the Speaker Engagement Form (online - FLC) so the speaker can write the description & have the Committee send the link to the speakers
- Add emerging leader networking to goals - last session on Monday interactive networking session, then invite to special Emerging Leaders Reception (Committee to plan the reception)
- Have the first meeting at the School year before
- Provide a template for schedule & tracks to the new Chair
- Chair should be appointed at August Board meeting
- Add a Session Evaluation Form and have the Moderator complete and return immediately after each session.

TECHNICAL RESOURCE COMMITTEE

- ACE Awards – Move to Member Development Committee
- Increase membership of the committee – focus on adding an actuary

WEBINAR COMMITTEE

- Keep top quality speakers.
- Keep communicating the value of this benefit.
- The goal is to provide 8 webinars
- Establish topics and dates early – Monday meeting at conference



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Johnathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Committee Manual Template

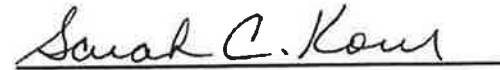
Executive Summary, Explanation or Background Information on Request:

At the strategic planning session, Linda Howard, Secretary/Treasurer and Sarah Koser, President-Elect, were tasked with preparing a Committee Manual Template for use by the Committee Chair and Board Liaison to prepare new manuals in a standard format.

The initial template was prepared, distributed and brought to the Board at the June 17 meeting. Updates were suggested and the following template contains the requested updates.

Recommended Action:

No recommended action.


Sarah C. Koser, President-Elect

July 9, 2015
Date

Florida Government Finance Officers Association

XXXXXXXXXXXXX Committee

Policies and Procedures Manual

1. Transition Plan

- A. Outgoing chair and board liaison need to meet with the new chair and board liaison in order to provide for a smooth transition from one year to the next.
- B. New chair and board liaison will need to update the committee manual prior to conference in order to provide members with an updated manual.

2. Purpose, Goals, and Action Plan

- A. **Purpose:** *Just a statement of what the committee is designed to do, i.e., Certification – “To serve as the governing body responsible for the Certified Government Finance Officer (CGFO) Program”, Conference Host – “To plan and organize various events and activities to be held in conjunction with the annual conference”, etc.*
- B. **Long Range Goal:** *Example: Conference Program – “To improve the quality of financial management in government units”, School – “To provide educational opportunities and the enhancement of professional governmental finance skills and techniques at basic, intermediate, and advanced levels”, etc.*
- C. **Short Range Goals**
 - 1. *Example – Conference Program – “To provide stimulating educational and training opportunities for government financial professionals.”*
 - 2. *Example – Conference Host – “To enhance the annual conference by providing events and activities where delegates will become acquainted with other attendees in a friendly and enjoyable atmosphere.”*
 - 3. *Example – Legislative – “To monitor state and federal legislative proposals that affect Florida governments.”*

D. Action Plan

1. Appoint one Subcommittee Chairperson for each area
2. Appoint one Subcommittee Chairperson as Vice Chairperson
3. Assign Committee Members to a Subcommittee
4. Recommend XXXXXXXXXX for FGFOA Board of Directors approval
5. *Additional steps as necessary for each committee*

3. Membership Structure

- A. The Committee is generally composed of X-XX members plus the Chairperson. This provides a sufficient number of members to accomplish the duties and responsibilities assigned to the Committee.
- B. The Chairperson is appointed by the President and serves as overall coordinator (Chairperson MUST be an active member).
- C. The Chairperson appoints one Subcommittee Chairperson for each major area of responsibility (sub-committee chairs MUST be active members).
 1. *Title*
 2. *Title*
 3. *Additional sub-committees, as necessary.*
- D. The Chairperson appoints one Subcommittee Chairperson as the Vice Chairperson for the purpose of providing added support to the Chairperson.
- E. Board Liaison – appointed by the President.

4. Member Responsibilities

- A. Chairperson
 1. Coordinates all major aspects of the Committee meetings
 - a. Establishes times and places
 - i. Meetings can be in person or by conference call, as well as Go-To-Meeting
 - ii. The Florida League of Cities (FLC) can provide meeting space in Orlando

- iii. The FLC arranges conference calls and Go-To-Meeting, if requested
 - b. Conducts Committee meetings
 - i. Prepares meeting agenda
 - ii. Makes sure minutes of the meeting are taken
 - c. Assists Subcommittee Chairpersons' activities
 - d. Motivates and involves all Committee Members
- 2. Reports Committee activities
 - a. Keeps Committee Members and Board Liaison apprised of Committee activity and progress
 - b. Prepares and presents reports about Committee progress for scheduled FGFOA Board of Directors meetings. If unable to attend, coordinates with Board Liaison and/or Vice Chairperson for Committee report presentation.
 - c. Reviews articles for the FGFOA newsletter prior to submission
 - d. Prepares a report at for the Annual Conference business luncheon summarizing all Committee activities for the year
- 3. Attends XXXXXXXXX
- 4. Assists with the transition of responsibilities to the new Board Liaison and Chairperson
- 5. Sends electronic version of XXXXXXXXX to new Chairperson to utilize as a guide
- 6. Solicits volunteers – additional committee members, if necessary
- 7. Informs committee members of key dates/deadlines
- 8. Coordinate with FLC administrative staff to X X X X, as needed
- B. Vice Chairperson
 - 1. Assist Chairperson in coordinating Committee activities
 - 2. Draft articles for the FGFOA newsletter
- C. Subcommittee Chairpersons

1. Coordinate the Subcommittee meetings
 - a. Establish meeting times and places
 - i. Meetings can be in person or by phone conference calls
 - ii. The FLC arranges conference calls and Go-To-Meeting, if requested
 - b. Conduct Subcommittee meetings
 - c. Assist the Committee Chairperson and other Subcommittee Chairpersons
 - d. Motivate and involve all Subcommittee Members
 2. Report Subcommittee activities
 - a. Keep Subcommittee Members apprised of Subcommittee activity and progress
 - b. Keep Committee Chairperson apprised of Subcommittee activity and progress
 - c. Participate in periodic meetings between Committee Chair and Subcommittee Chairpersons
 - d. Participate in periodic meetings of the Committee
 3. Attend XXXXXXXX and assist in the smooth flow of XXXXXXXXXX
- D. Members (Can be Active, Associate, Retired, or Student members of FGFOA) – Each member is assigned to a sub-committee.

1. Duties

2. Attend meetings

- a. The first organizational meeting is held at the annual conference
- b. Subsequent Committee meetings are called by the Committee Chairperson
- c. Subcommittee meetings are called by the Subcommittee Chair

E. Board Liaison

1. Provide direction to chair regarding Board Strategic Plan and objectives.
2. Attend all Committee meetings and Conference Calls
3. Communicate to the President any problems or concerns immediately
4. Review the Agenda item prepared by the Chair before it is submitted
5. Review all items for approval to make sure they need the Board's approval
6. Provide report at the Board meeting in the absence of the Chair
7. Be copied on all Committee correspondence
8. Be a support for the Chair and offer assistance, fill in when needed
9. Stay in contact with Chair
10. Liaison not to dominate conversations, only insert advice when needed
11. Allow the Chair to be the leader

5. **Florida League Responsibilities**

- A. *Spell out anything that the League is responsible for, i.e., for the host committee, the League handles all of the selection of food for the events, for the certification committee they mail out all of the notices to renew, etc.*

6. **Terms**

- A. Members are appointed for a one-year term and are encouraged to continue on the Committee for at least three years to provide the institutional knowledge and experience necessary for successful operation of the committee

7. **Timeline**

- A. Hold organizational meeting at Annual Conference (School of Government Finance organizational meeting will be held at the School)

- B. Convene second committee meeting by end of August (School will be by the end of January)
- C. *Additional steps as necessary to convey the complete timeline necessary to accomplish the committee goals.*

8. Budget Considerations

- A. The annual budget provides for expenses associated with committee meetings, such as meals and conference calls.
- B. XXXXXX expenses must be approved by the FGFOA Board of Directors (other than meal expenses).

9. Minutes-Reports-Correspondence-Newsletters

- A. Minutes – The Chair should keep minutes of each meeting and should maintain copies for use by the next chair and committee.
- B. Reports – A committee report is required for each Board meeting and at the direction of the President. The report is transmitted as an agenda item and should include the following items:
 - *(Example: Certification Committee should include number of new applications received, results of annual audit of CPE, etc.)*
 - *(Example: Technical Resources should include any GASB exposure drafts responded to since last meeting)*
- C. Reports – An Annual Report is required from each committee prior to the Annual Conference. This report should be a summary of the accomplishments of the committee for the year.
- D. Correspondence - should be maintained in the committee notebook.
- E. Newsletters – an article about the progress of the committee is needed for each issue of the Newsletter. The deadlines will be provided at the Committee Chair Orientation.

10. Special Considerations for This Committee

- A. *Example: For Certification select 25% of total CGFO for audit*
- B. *Example: Moderator guidelines for Conference Program committee*

11. General Considerations

- A. Any exceptions to these considerations must be approved by the FGFOA Board of Directors

Florida Government Finance Officers Association

XXXXXXXXXXXXX Committee

Policies and Procedures Manual

1. Transition Plan

- A. Outgoing chair and board liaison need to meet with the new chair and board liaison in order to provide for a smooth transition from one year to the next.
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 - 3. *Example – Legislative – “To monitor state and federal legislative proposals that affect Florida governments.”*

D. Action Plan

1. Appoint one Subcommittee Chairperson for each area
2. Appoint one Subcommittee Chairperson as Vice Chairperson
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5. *Additional steps as necessary for each committee*

3. Membership Structure

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- B. The Chairperson is appointed by the President and serves as overall coordinator (Chairperson MUST be an active member).
- C. The Chairperson appoints one Subcommittee Chairperson for each major area of responsibility (sub-committee chairs MUST be active members).

1. *Title*

2. *Title*

3. *Additional sub-committees, as necessary.*

- D. The Chairperson appoints one Subcommittee Chairperson as the Vice Chairperson for the purpose of providing added support to the Chairperson.

1. Assist Chairperson in coordinating Committee activities

2. Draft articles for the FGFOA newsletter

- D.E. Each Subcommittee Chairperson is responsible for coordination of activities associated with the tasks assigned to that Subcommittee

- E.F. Board Liaison – appointed by the President.

4. Member Responsibilities

- A. Chairperson

1. Coordinates all major aspects of the Committee meetings

- a. Establishes times and places
 - i. Meetings can be in person or by conference call, as well as Go-To-Meeting
 - ii. The Florida League of Cities (FLC) can provide meeting space in Orlando
 - iii. The FLC arranges conference calls and Go-To-Meeting, if requested
 - b. Conducts Committee meetings
 - i. Prepares meeting agenda
 - ii. Makes sure minutes of the meeting are taken
 - c. Assists Subcommittee Chairpersons' activities
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 - c. Reviews articles for the FGFOA newsletter prior to submission
 - d. Prepares a report at for the Annual Conference business luncheon summarizing all Committee activities for the year
3. Attends XXXXXXXXXX
4. Assists with the transition of responsibilities to the new Board Liaison and Chairperson
5. Sends electronic version of XXXXXXXXXX to new Chairperson to utilize as a guide
6. Solicits volunteers – additional committee members, if necessary
7. Informs committee members of key dates/deadlines

8. Coordinate with FLC administrative staff to X X X X, as needed
- B. Vice Chairperson
 1. Assist Chairperson in coordinating Committee activities
 2. Draft articles for the FGFOA newsletter
- C. Subcommittee Chairpersons
 1. Coordinate the Subcommittee meetings
 - a. Establish meeting times and places
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- 6. Provide report at the Board meeting in the absence of the Chair
- 7. Be copied on all Committee correspondence
- 8. Be a support for the Chair and offer assistance, fill in when needed
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5. Florida League Responsibilities

- A. *Spell out anything that the League is responsible for, i.e., for the host committee, the League handles all of the selection of food for the events, for the certification committee they mail out all of the notices to renew, etc.*

6. Terms

- A. Members are appointed for a one-year term and are encouraged to continue on the Committee for at least three years to provide the

institutional knowledge and experience necessary for successful operation of the committee

7. Timeline

- A. Hold organizational meeting at Annual Conference (School of Government Finance organizational meeting will be held at the School)
- B. Convene second committee meeting by end of August (School will be by the end of January)
- ~~C. Coordinate with FGFOA administrative staff to XXXXXXX~~
- ~~D.C. Additional steps as necessary to convey the complete timeline necessary to accomplish the committee goals.~~

8. Budget Considerations

- A. The annual budget provides for expenses associated with committee meetings, such as meals and conference calls.
- ~~B. XXXXX must be approved by the FGFOA Board of Directors in advance.~~
- ~~G.B. XXXXXX expenses must be approved by the FGFOA Board of Directors (other than meal expenses).~~

9. Minutes-Reports-Correspondence-Newsletters

- A. Minutes – The Chair should keep minutes of each meeting and should maintain copies for use by the next chair and committee.
- B. Reports – A committee report is required for each Board meeting and at the direction of the President. The report is transmitted as an agenda item and should include the following items:
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 - *(Example: Technical Resources should include any GASB exposure drafts responded to since last meeting)*
- C. Reports – An Annual Report is required from each committee prior to the Annual Conference. This report should be a summary of the accomplishments of the committee for the year.
- D. Correspondence - should be maintained in the committee notebook.

- E. Newsletters – an article about the progress of the committee is needed for each issue of the Newsletter. The deadlines will be provided at the Committee Chair Orientation.

10. **Special ~~Tasks~~ Considerations for This Committee**

- A. *Example: For Certification select 25% of total CGFO for audit*
- B. *Example: Moderator guidelines for Conference Program committee*

11. **General Considerations**

- A. Any exceptions to these considerations must be approved by the FGFOA Board of Directors
- B. ~~Only Active Members may serve as Committee and Subcommittee Chairs~~



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Local Chapter President Conference Call

Executive Summary, Explanation or Background Information on Request:

A conference call was held with the local chapter Presidents on August 13th.

The following issues were discussed:

- Update from each Local Chapter representative (see attached)
- Reminder on requirement for Bylaw changes to go to the FGFOA Board prior to being voted on by local chapter membership.
- Discussion of donations/sponsorships (FGFOAs unwritten policy on not accepting/soliciting sponsorships)
- Leadership FGFOA – Reminder that chapter might consider a scholarship for a local chapter member.
- School of Government Finance reminder
- Webinar Schedule
- Conference Call Meeting Schedule for rest of year:
 - October 20th – 3:00
 - February 25th – 3:00
 - May 12th – 3:00

Recommended Action:
Information only.



Sarah C. Koser, President-Elect

August 14, 2015
Date

Local Chapter Updates – Conference Call – August 13, 2015

In attendance:

- Central Florida Chapter – Laurie Campbell
- Gulf Coast Chapter – Susan Bass
- Hillsborough Chapter – Lorrie Simmons
- Nature Coast Chapter – Marge Strausbaugh
- South Florida Chapter – Bryan Cahen
- Southwest Florida Chapter – Peter Lear
- Space Coast Chapter – Sondra D'Angelo
- Treasurer Coast Chapter – Kristin Daniels
- Sarah Koser
- Merrily Bennett

Chapter Updates:

- Central Florida:
 - 199 Members Currently
 - Recently developed a website CFGFOA.org – allows on-line payments – 60% paid electronically
 - Last meeting at Osceola with 35 people in attendance (CPE on Bonds & GASB Update)
- Gulf Coast Chapter:
 - 150+ members
 - June meeting had 88 members in attendance (Ken Burke speaker)
 - \$1,000 scholarship towards Leadership program for a member
- Hillsborough Chapter:
 - General Meeting in August – several new Board members
 - Will have a tour of Buc Stadium
 - Matt Tight to speak next week on Investments
- Nature Coast Chapter:
 - Membership renewals in progress
 - 54 attendees at July meeting
 - C-vent going well – renewed for another 2 years
 - Plan to update the FGFOA webpage for the chapter
 - Ken Small coming in October
 - December Holiday event – 2nd year
- South Florida Chapter:
 - June meeting 63 attendees
 - 182 members currently
 - Using C-vent
 - 8 hours investment next week – over 90 signed up

- Giving scholarships for Conference/SOGF and looking to add Leadership
 - October next meeting – Legislative process
 - City Clerks still in name – looking at possible bylaw change to take out of name
- Southwest Florida Chapter:
 - June – had 30-40 at meeting
 - Fraud/Grant Writing
 - September meeting – Procurement/Bonds
 - December all day investment training
 - 125 members currently
- Space Coast Chapter:
 - June 35-40 at their meeting
 - Single Audit/FEMA Reimbursement topics
 - Breakfast meeting 21st of August
 - Middle of membership renewal
 - October CPE Session
- Treasurer Coast Chapter:
 - 90 Members
 - July 2 CPE on Cadillac Tax
 - October 4 CPE on investment
 - About 30 in attendance at July meeting

August 13, 2015 – 3:00 PM

Local Chapter President Conference Call

Agenda

Call in information – 888-670-3525 – Participant Code 2820684484#

1. Roll Call
2. Local Chapter status reports from each local chapter President.
 - a. Any information you would like to share, i.e., number of members, attendance at last meeting, interesting CPE provided, innovative ideas, etc.
3. Reminder that any changes to Bylaws need to go to the FGFOA Board prior to being voted on by the local chapter membership.
4. Discuss donations/sponsorships – FGFOAs policy on not accepting/soliciting sponsorships. (see attachment)
5. Leadership FGFOA – Applications should be out. Reminder that you might consider scholarship for a local chapter member if fund balance is high. (see attachment)
6. School of Government Finance November 2-6th, at PGA National.
7. Webinar Schedule (see attached).
8. CPE Request guidelines – with Merrily
 - a. CPE request (see attached guidelines from Florida Board of Accountancy)
 - b. AND – meeting announcement or agenda (has to show timeline)
9. Local Chapter President Conference Call - Schedule for rest of year:
 - a. October 20th – 3:00 PM
 - b. February 25th – 3:00 PM
 - c. May 12th – 3:00 PM
10. Anything to share?
 - a. Suggestions for other chapters
 - b. Questions for other chapters
 - c. Questions for the FGFOA



FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Since 1937

P.O. Box 10270 • 301 South Bronough Street, Suite 300 • Tallahassee, Florida 32302-2270
Telephone: (850) 222-9684 • Fax: (850) 222-3806 • Web Page: www.fgfoa.org

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President

GIBSON E. MITCHELL, CGFO, CPFO
Finance Director
City of Sarasota
1565 First Street
Sarasota, FL 34236
(941) 954-4185

President – Elect

AMY W. ELLIOTT, CPA, CGFO
Assistant City Manager
City of Melbourne
900 E. Strawbridge Avenue
Melbourne, FL 32901
(321) 674-5886

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Assistant Comptroller – Fiscal Division
Orange County Comptroller's Office
201 S. Rosalind Ave., 4th Floor
Orlando, FL 32802
(407) 836-5695

DIRECTORS

BILL BOGAN, JR., CPA, CGFO
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Leon County - BCC
Post Office Box 726
Tallahassee, FL 32302
(850) 577-4020

PAMELA CHILDERS, CPA, CGFO
CPA
City of Pensacola
180 Governmental Center
Pensacola, FL 32501
(850) 435-1818

LINDA DAVIDSON, CPA, CGFO
OMB Director
City of Boca Raton
201 West Palmetto Park Road
Boca Raton, FL 33432-3795
(561) 393-7737

JAMES M. DWYER, CPA
Audit Manager
SOF Office of Auditor General
111 W. Madison Street, Room 401
Tallahassee, FL 32399-1450
(850) 487-9031

RICKY HELMS, CGFO, CGFM
OMB Director
Highlands County – BCC
600 South Commerce Avenue, Suite B233
Sebring, FL 33870
(863) 402-6897

FRANCINE L. RAMAGLIA, CPA
Director Administration & Financial Svcs
Village of Wellington
14000 Greenbriar Boulevard
Wellington, FL 33414
(561) 791-4000

DIANE REICHARD, CPA, CGFO
Deputy Finance Director
City of Leesburg
P.O. Box 490630
Leesburg, FL 34749-0630
(352) 728-9714

JEFFREY SMITH, CPA, CGFO
Assistant Tax Collector
Indian River County - TC
625 14th Lane
Vero Beach, FL 32960
(772) 567-8000

JEANNIE GARNER
Director of Administrative Services

May 24, 2005

AIG VALIC

Attn: Tom Blake

2200 Biscayne Blvd., #150

Miami, FL 33137

RE: Florida Government Finance Officers Association End of the Acceptance of Sponsorships

Dear Mr. Blake:

I would like to take this opportunity to thank you for your support of the Florida Government Finance Officers Association (FGFOA) in the past with your Sponsorship and participation in our Annual Conference and other FGFOA Events. Our conference enjoys its current success due to your support.

On Friday, May 13, 2005, the FGFOA Board of Directors voted unanimously to end our practice of accepting Sponsorships for our organization's special events. This decision was not made in haste and followed many hours of discussion and debate. The need to take action in this area was due to a Florida Commission on Ethics ruling that the acceptance of sponsorships for conferences are considered gifts under Florida Statutes and, therefore, subject to the standards for reporting these gifts. In addition, we learned that some of our members have very restrictive policies that ban any acceptance of gifts. After creating a Task Force to study this issue and having several discussions at the FGFOA Board meetings held during my term as President, the Board acted to end our long-standing practice of accepting sponsorships for our programs.

While we felt that the Florida Commission on Ethics ruling necessitated this action, we also believe that this action is an opportunity to set a standard for all government professional associations. At the same time, we certainly appreciate the positive contributions that your organization has made to our conference in the past. We understand that the success of our conference depends on two things: quality CPE and interesting networking opportunities among our members and supporters. We hope

Your professional resource for education, networking, leadership and information.

that you will understand and accept our decision on this matter. We also hope that you will continue to show your support by being an Exhibitor at our next Annual Conference to be held in Marco Island in June 2006.

At the same time as our decision on the above issue, the FGFOA Board acted on two other items to ensure that our Annual Conference remains its high quality educational and networking events. First, we have increased the fee to be an Exhibitor from \$750 to \$1,250. While we acknowledge that this is a steep increase, we feel that it is necessitated by the large growth in the number of members attending our conference activities and the associated increase in the cost to hold our Annual Conference. We have not increased our Exhibitor fee in many years and have made it our practice to hold our Sunday Association Night in the Exhibit Hall to ensure that our Exhibitors receive a value equal to their contribution. We hope that by informing you of this increase now, you can adjust your budgets and plan to join us in Marco Island, where you will be able to present your products and services to over 1,000 of our members.

Furthermore, in addition to the increase in the Exhibit fee, we have acted to increase the Conference Registration fee by \$20.00 "across the board" to also help defray our increasing costs. In this way, our members, guests and exhibitors each share in the effort to ensure that we can effectively manage and afford the rising costs of providing the quality educational and networking events we have all come to enjoy at the Annual Conference.

Again, thank you for your support of our Association. We hope that you can understand and support our recent action to end Sponsorships and increase our Exhibitor fees. If you have any questions, please do not hesitate to give me, current President Gib Mitchell or any other Board member a call.

Sincerely,

George McGowan
Immediate Past President
Florida Government Finance Officers Association

ORIGINAL
REPORT
OF
INVESTIGATION
COMMISSION ON ETHICS
STATE OF FLORIDA

Complaint Number 03-192

NOTICE CONCERNING CONFIDENTIALITY

This report of investigation concerns an alleged violation of Chapter 112, Part III, Florida Statutes, or other breach of public trust under provisions of Article II, Section 8, Florida Constitution. The Report and any exhibits may be confidential (exempt from the public records law) pursuant to Section 112.324, Florida Statutes, and Chapter 34-5, F.A.C., the rules of the Commission on Ethics. Unless the Respondent has waived the confidentiality in writing, this report will remain confidential until one of the following occurs: (1) the complaint is dismissed by the Commission; (2) the Commission finds sufficient evidence to order a public hearing; or (3) the Commission orders a public report as a final disposition of the matter.

**STATE OF FLORIDA
COMMISSION ON ETHICS
Post Office Drawer 15709
Tallahassee, Florida 32317-5709**

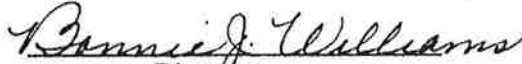
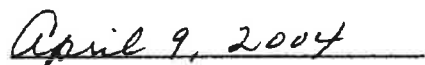
REPORT OF INVESTIGATION

TITLE: **RUDOLPH BRADLEY**
Florida Public Service Commissioner
Tallahassee, Florida

COMPLAINT NO.: **03-192**
Exhibits A and B

INVESTIGATED BY: 
A. Keith Powell

Distribution: **Commission on Ethics**
Respondent
Advocate
File

Releasing Authority: 
Executive Director

Date

* * * *

**REPORT OF INVESTIGATION
COMPLAINT NO. 03-192**

(1) The complaint in this matter was filed by Lloyd Brumfield of Stuart, who alleges that the Respondent, Public Service Commissioner Rudolph Bradley, violated the Code of Ethics for Public Officers and Employees.

(2) The complaint, based on newspaper articles appearing in the South Florida Sun-Sentinel and the Palm Beach Post, alleges that the Respondent accepted gifts from utility companies when attending the Southeastern Association of Regulatory Utilities Commissioners (SEARUC) conference held in Miami Beach during June 2002. It is alleged that regulated industries paid for dance lessons, rounds of golf, deep sea fishing trips, boat tours, and tennis matches for attendees and that the Respondent may have received gifts in excess of those limits imposed by Sections 112.3148 and 350.041(2)(a), Florida Statutes.

(3) Section 350.041(2)(a), Florida Statutes states:

A commissioner may not accept anything from any business entity which, either directly or indirectly, owns or controls any public utility regulated by the commission, from any public utility regulated by the commission, or from any business entity which, either directly or indirectly, is an affiliate or subsidiary of any public utility regulated by the commission.

(4) The Executive Director of the Commission on Ethics found that, based upon the information provided in the complaint, the above-referenced allegation is sufficient to warrant a preliminary investigation to determine if the Respondent's actions were violative of Sections 112.3148 and 350.041(2)(a), Florida Statutes.

(5) SEARUC is an association of regulatory commissioners from 12 southeastern states, including Florida. All of Florida's Public Service Commission (PSC) commissioners are members of the organization.

(6) PSC Economist Brenda Buchan stated that she has been employed at the PSC since 1986 and has served in her present position for the past three years. Ms. Buchan advised that former PSC Chair Leon Jacobs selected a team of staff in 2001 to plan the 2002 SEARUC conference in Miami Beach and named her staff coordinator. Subsequently, in November 2001, she advised, Mr. Jacobs learned that he would not be reappointed to the PSC. In January 2002, she advised, Commissioner Lila Jaber became Chair of the PSC and, because it was Florida's turn to host the SEARUC conference, she was in line to be named President of SEARUC and would have been responsible for coordinating the conference. However, because of her (Jaber's) heavy workload, Commissioner Braulio Baez was asked to become the President of SEARUC and to assume the responsibility for planning the SEARUC conference.

(7) Ms. Buchan stated that Commissioner Baez approved "a fair amount" of the plans for the 2002 SEARUC conference, but he did not personally approve all of the plans made by staff. Basically, she advised, Commissioner Baez only approved the "technical" portions of the conference program concerning which speakers and panelists would be invited and the topics selected for discussion. All other aspects of the conference, she advised, were handled by the staff planning team.

(8) Ms. Buchan denied that any regulated industry paid for dance lessons, rounds of golf, deep sea fishing trips, boat tours, and tennis matches as alleged. However, she acknowledged that PSC regulated industries sponsored meals, coffee breaks, and receptions during the conference. She advised that the other states participating in SEARUC have always included regulated industries in the planning of their conferences and because of that, industry representatives are aware of the opportunity to sponsor meals, coffee breaks, and receptions if they choose to do so. Therefore, she advised, once she started planning the conference, industry representatives began contacting her by telephone to inquire about the possibility of sponsoring certain portions of the conference. Because of concerns about the appearance of this type of relationship, Ms. Buchan said, when industry representatives contacted the PSC, they were referred to the hotel to inquire about sponsoring portions of the conference because the PSC did not wish to become involved in that aspect of the planning. She said, "At no point did we [PSC staff] solicit them."

(9) Ms. Buchan explained that because this conference was scheduled to be held in Miami Beach, a major United States city, post 9/11, she and the members of the planning team were concerned that people might be hesitant to travel to the conference. Consequently, she said they also were concerned that the conference registration fees needed to be set at an amount sufficient to cover the total costs of the conference, including all meals, coffee breaks, and receptions, to assure that SEARUC did not lose money on the conference. The budget for the conference and the registration fee charged to participants, she advised, was designed to cover all conference costs. Subsequent to the conclusion of the conference, Ms. Buchan said, SEARUC profited over \$40,000.

(10) Ms. Buchan said that although she was aware from her participation on the conference planning team that regulated industries would be sponsoring meals, coffee breaks, and receptions during the conference, she never communicated this to Commissioner Bradley or to any of the other PSC commissioners.

(11) The only other portion of the conference sponsored by regulated industries, Ms. Buchan advised, was a golf tournament. She noted that the Florida Telecommunications Association, an association of regulated telecommunications companies, agreed to host a golf tournament because the PSC staff decided that they were not interested in staging one. However, Ms. Buchan advised, no PSC commissioners or staff participated in the golf tournament. The dance lessons, she advised, were sponsored by SEARUC and the fishing trips, boat tours, and tennis matches were only available for purchase through the hotel concierge and were not sponsored by regulated industries.

(12) PSC Chairman Braulio Baez confirmed that he became the President of SEARUC in January 2002 when Commissioner Jaber, then Chair of the PSC, declined the Presidency due to time constraints. His duties as President of SEARUC, he advised, included the planning of the June 2002 SEARUC conference in Miami Beach.

(13) Chairman Baez confirmed that Ms. Buchan was the PSC's point person for planning the conference. He acknowledged that he had "final approval for the substantive part of the conference." He stated that Ms. Buchan and her team periodically brought ideas to him and that he approved them and the final conference agenda. He denied having participated in the conference golf tournament and he also denied having ever been informed by staff that meals, coffee breaks, and receptions during the conference would be sponsored by regulated industries. He stated that it always was his understanding that the registration fees were set at an amount sufficient to cover the cost of all meals, coffee breaks, and receptions listed on the agenda. Profits from the conference, he advised, were subsequently turned over to SEARUC.

(14) PSC Commissioners Lila Jaber and Terry Deason, both interviewed separately, stated that it was their understanding that the registration fee paid by the PSC for their attendance at the 2002 SEARUC conference included the cost of all meals, coffee breaks, and receptions listed in the conference agenda. Both advised that they had no knowledge of any regulated industries sponsoring these events.

(15) Ms. Kathleen Stewart, assistant to Chairman Baez, acknowledged that she was the contact person at the PSC for the hotel. Ms. Stewart's testimony in this regard was substantially the same as that previously given by Ms. Buchan in regard to the planning of the conference. Ms. Stewart acknowledged having been notified by the hotel each time a regulated industry agreed to sponsor a meal, a coffee break, or a reception. She allowed that she "may have," during casual conversation, mentioned to Chairman Baez when certain sponsorships had been obtained. However, she said she has no specific knowledge of having informed him that any regulated industries would be sponsoring meals, coffee breaks, or receptions. She explained that Chairman Baez never was involved in that aspect of the planning. Chairman Baez, she said, only was involved in the selection of speakers and discussion topics for the conference.

(16) A copy of the contract between the Wyndham Miami Beach Resort and the PSC, dated March 2, 2000 and signed by then PSC Chair Joe Garcia, indicates that the hotel was responsible for selling sponsorships for meals, coffee breaks, and receptions associated with the conference.

(17) A review of the conference registration packet and other information contained in the conference file at the PSC indicates that registration fees for the conference were set at an amount that the PSC believed was sufficient to cover the entire cost of all meals, coffee breaks, receptions, and conference costs associated with items listed on the conference agenda.

(18) Billing information obtained from the Wyndham indicates that regulated industries the Southern Company, Florida Power, Florida Power and Light/Florida Progress, BellSouth, and

AT&T sponsored eight of the ten meals, coffee breaks, and receptions held during the conference. Information concerning these sponsorships is appended as Exhibit A. SEARUC, the records indicate, paid for the two remaining functions.

(19) A review of the PSC's conference planning file revealed that posters and tent cards reading "courtesy of" were prepared and displayed during the conference for those regulated industries that sponsored meals, coffee breaks, and receptions during the conference. Planning files also indicate that PSC staff members were responsible for placing the appropriate posters and tent cards at sponsored events. Additionally, a copy of the page from a conference brochure provided to all conference participants, listing corporate sponsors, is appended as Exhibit B.

(20) The Respondent, interviewed in the presence of his attorney, Mr. Mark Herron, advised that he has served as a PSC commissioner for the past two years. Commissioner Bradley acknowledged that he is keenly aware of the prohibitions in Section 350.041(2)(a), Florida Statutes. Although he acknowledged having received the conference brochure provided to all conference attendees, the Respondent said he does not recall having observed the page in the brochure indicating that regulated industries sponsored portions of the conference.

(21) Additionally, he denied ever having observed during the conference any posters or tent cards indicating that portions of the conference had been sponsored by regulated industries.

(22) The PSC's Final Income Statement indicates that \$44,938.00 in profit was turned over to SEARUC at the conclusion of the 2002 conference.

(23) Information obtained from the hotel indicates that \$36,437.77 in meals, coffee breaks, and receptions were paid for by regulated industries during the conference.

(24) Copies of all documents mentioned in this report and not attached as an exhibit have been retained in the files of the Commission on Ethics.

END OF REPORT OF PRELIMINARY INVESTIGATION

3/27

SEARUC 2002 Convention Sponsorships

So Co

Opening Reception on Pool Deck June 2, 6-10pm

International and Domestic Cheese of the World
Served with Sliced French Bread and Gourmet Crackers
Fresh Fruit Display with Yogurt Dip
Stationed Hors D'oeuvres (2 hours)
Beef Empanadas with Fresh Salsa
Barbecue Chicken Wings
Croquettes
Domestic and Imported Beer, House Wines and Mojitos
300ppl @ \$28.00 per person = \$8,400.00++

So Co

Continental Breakfast June 3 & 4, 7:30-8:30am

Orange and Grapefruit Juices
Bakery Fresh Croissants and Assorted Mini Muffins
Bagels with Cream Cheese
Butter and Preserves
Coffee, Decaffeinated Coffee and Herbal Teas
300ppl @ \$11.00 per person = \$3,300.00 x 2 = \$6,600.00++



FL Progress

Lunch

June 3, 12-1:30pm

Conch Chowder
Grilled Chicken Caesar Salad
Warm Rolls and Butter
Key Lime Pie
Coffee, Decaffeinated Coffee, Herbal Teas
300ppl @ \$20.00 per person = \$6,000.00++

A1

BS.

Breaks**June 3, am & pm, June 4, am***Coffee, Decaffeinated Coffee and Herbal Teas
Assorted Sodas* $300 \times \$3.00 \text{ per person} = \$900.00 \times 3 = \$2,700.00++$ 

(OPEN FOR SPONSORSHIP)

Breakfast Buffet**June 5, 8:30-12pm***Orange and Grapefruit Juices
Fluffy Scrambled Eggs
Bacon and Sausage**Pancakes with Whipped Butter, Maple Syrup, Apple and Blueberry Toppings
Cuban Toast**Bagels with Cream Cheese
Butter and Preserves**Coffee, Decaffeinated Coffee and Herbal Teas
125ppl @ \$18.00 per person = \$2,250.00++*

* NOTE: SUBSEQUENT TO
PREPARATION OF THIS
DOCUMENT BY THE HOTEL
AT&T AGREED TO
SPONSOR THIS BREAKFAST
AKP

All prices are estimated based on attendance. Final cost is subject to change based on final count.
++ All prices are subject to a 20% Service Charge and all applicable state and local taxes

Special Thanks to the
Corporate Sponsors

The Southern Company

Florida Power & Light Company

Florida Power, a Progress Energy Company

BellSouth

ALLTEL Communications, Inc.

AT&T

Northeast Florida Telephone Company

Sprint-Florida, Inc.

Verizon Florida, Inc.

WorldCom, Inc.

Florida Telecommunications Industry Association (FTIA)

**BEFORE THE
STATE OF FLORIDA
COMMISSION ON ETHICS**

MAY -3 04

In re: Rudolph Bradley,

Respondent.

Complaint No. 03-192

ADVOCATE'S RECOMMENDATION

The undersigned Advocate, after reviewing the Complaint and Report of Investigation filed in this matter, submits this Recommendation in accordance with Rule 34-5.006(3), F.A.C.

PARTIES

Respondent, Rudolph Bradley, serves as a member of the Florida Public Service Commission. The Complainant is Lloyd Brumfield of Stuart.

JURISDICTION

The Executive Director of the Commission on Ethics determined that the Complaint was legally sufficient and ordered a preliminary investigation for a probable cause determination as to whether Respondent violated Sections 112.3148 and 350.041(2)(a), Florida Statutes. The Commission on Ethics has jurisdiction over this matter pursuant to Section 112.322, Florida Statutes.

The Report of Investigation was released on April 9, 2004.

ALLEGATION ONE

Respondent is alleged to have violated Section 112.3148, Florida Statutes, by accepting gifts¹ valued in excess of \$100.00, from utility companies while attending the Southeastern Association

¹Respondent allegedly received dance lessons, rounds of golf, deep-sea fishing, boat tours, tennis matches, and free meals.

of Regulatory Utilities Commissioners (hereinafter "SEARUC") conference held in June, 2002 in Miami Beach.

APPLICABLE LAW

Section 112.3148(4), Florida Statutes, provides as follows

A reporting individual or procurement employee or any other person on his or her behalf is prohibited from knowingly accepting, directly or indirectly, a gift from a political committee or committee of continuous existence, as defined in s. 106.011, or from a lobbyist who lobbies the reporting individual's or procurement employee's agency, or directly or indirectly on behalf of the partner, firm, employer, or principal of a lobbyist, if he or she knows or reasonably believes that the gift has a value in excess of \$100; however, such a gift may be accepted by such person on behalf of a governmental entity or a charitable organization. If the gift is accepted on behalf of a governmental entity or charitable organization, the person receiving the gift shall not maintain custody of the gift for any period of time beyond that reasonably necessary to arrange for the transfer of custody and ownership of the gift.

In order to establish a violation of Section 112.3148(4), Florida Statutes, the following elements must be proved.

1. The Respondent must have been a reporting individual or procurement employee.
2. The Respondent must have knowingly accepted a gift.
3. The donor of the gift must have been a lobbyist who lobbies the Respondent or his agency.
4. The Respondent knew or reasonably believed that the gift had a value of more than \$100.

ANALYSIS

Respondent, at all times material hereto, was a member of the Public Service Commission ("PSC"). Respondent, by virtue of his PSC membership, is a member of SEARUC.

(ROI 5) SEARUC is an association of regulatory commissioners from twelve southeastern states, including Florida. (ROI 5)

Respondent attended the 2002 SEARUC conference in Miami Beach. (ROI 6) Brenda Buchan, who is a member of the staff at PSC, served in the capacity of staff coordinator for the 2002 SEARUC conference. (ROI 6) Ms. Buchan, with the assistance of the PSC convention staff planning team, coordinated most aspects of the conference except for the portion of the conference that dealt with the selection of the speakers and panelists. (ROI 7) Whenever the SEARUC convention is held in other states, it has been the practice and custom of the host state to allow the "regulated industries"² to sponsor meals, coffee breaks and receptions during the conference. (ROI 8) Although Ms. Buchan did not personally coordinate this aspect of the program, the regulated industries, as they had done in other states, were allowed to sponsor meals, coffee breaks and receptions during the 2002 SEARUC conference in Miami Beach. (ROI 8) Additionally, Florida Telecommunications Association, a member of one of the industries regulated by PSC, sponsored and coordinated a golf tournament. (ROI 11).

As noted above, Respondent, while attending the SEARUC conference in June 2002, is alleged to have violated Section 112.3148, Florida Statutes, by accepting gifts from regulated industries, such as dance lessons, rounds of golf, deep-sea fishing, boat tours, tennis matches and meals, that are valued in excess of \$100.00. Contrary to the allegations, investigative facts revealed that the dance lessons were not sponsored by regulated industries but instead by SEARUC. (ROI 11) In addition, the fishing trips, boat tours and tennis matches were only available for purchase

²The phrase "regulated industries" denotes those utilities, such as electric, gas, telephone, and water, that are regulated by PSC.

through the hotel concierge. (ROI 11) Although the Florida Telecommunications Association, an association regulated by the PSC, sponsored a golf tournament during the 2002 SEARUC conference, investigative facts revealed that Respondent did not participate in the golf tournament. (ROI 11)

Section 112.3148(7)(f), Florida Statutes, provides in relevant part that “[f]ood and beverages which are not consumed at a single sitting or meal and which are provided on the same calendar day shall be considered a single gift, and the total value of all food and beverages provided on that date shall be considered the value of the gift.” Eight of the ten meals, coffee breaks, and receptions held during the conference were sponsored by regulated industries. (ROI 18, exh. “A”) However, the value of the meals, coffee breaks and receptions never exceed \$37.00 per person for any given day. (ROI exh. “A”)³ Consequently, the value of the of the food and beverage items failed to exceed the statutory threshold of \$100.00. Based upon the evidence before the Commission, I recommend the Commission find there is no probable cause to believe that Respondent violated Section 112.3148, Florida Statutes.

ALLEGATION TWO

Respondent is alleged to have violated Section 350.041(2)(a), Florida Statutes, by accepting gifts from utility companies while attending the SEARUC conference held in Miami Beach during June 2002.

³The bottom of page “A2” of exhibit “A” notes that “[a]ll prices are estimated based on attendance [and] the final cost is subject to change based on [the] final count.” Exhibit “A, 1-2” shows a total projected cost of \$25,950.00. The regulated industries actually paid the hotel \$36,437.77 for these costs. Consequently, the \$37.00 dollar amount referenced above was probably less given that the attendance estimates for the receptions, meals and coffee breaks were apparently conservative.

APPLICABLE LAW

Section 350.041(2)(a)⁴, Florida Statutes, provides as follows:

(2) STANDARDS OF CONDUCT

(a) A commissioner may not accept anything from any business entity which, either directly or indirectly, owns or controls any public utility regulated by the commission, or from any business entity which, either directly or indirectly, is an affiliate or subsidiary of any public utility regulated by the commission.

ANALYSIS

PSC employee and SEARUC convention coordinator Brenda Buchan was directly aware of the fact that members of the regulated industry would be sponsoring meals, coffee breaks, and receptions during the conference. (ROI 10) This fact, however, was never personally communicated by Ms. Buchan to Respondent. (ROI 10) Respondent denied having any knowledge that the coffee breaks, receptions, and meals provided during the conference were sponsored by regulated industries. (ROI 20) Furthermore, Respondent had no recollection of having seen the page in the convention brochure that listed the names of the regulated industries that sponsored the meals and refreshments. (ROI 20) However, posters and tent cards reading "courtesy of (name of sponsor)" were prepared and displayed during the conference which identified the regulated industries that sponsored the meals, coffee breaks and receptions. (ROI 19) Furthermore, evidence discovered during the investigation revealed that PSC staff members were responsible for placing the appropriate posters and tent cards in the designated locations at the sponsored events. (ROI 19). Finally, all conference

⁴Section 350.041(1), Florida Statutes, specifically provides that "[n]othing shall prohibit the standards of conduct [found in §350.041] from being more restrictive than part III of chapter 112."

participants were provided with a conference brochure that identified all entities from the regulated industries that served as "Corporate Sponsors" during the conference. (ROI exh. "B") Based upon the evidence before the Commission, I recommend the Commission find probable cause to believe that Respondent violated Section 350.041(2)(a), Florida Statutes.

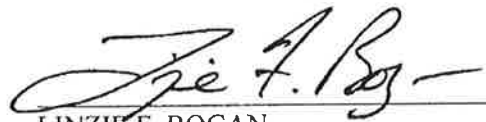
RECOMMENDATION

It is my recommendation that:

1. There is no probable cause to believe that Respondent violated Section 112.3148, Florida Statutes, by accepting gifts from utility companies while attending the Southeastern Association of Regulatory Utilities Commissioners conference held in Miami Beach during June 2002.

2. There is probable cause to believe that Respondent violated Section 350.041(2)(a), Florida Statutes, by accepting gifts from utility companies while attending the Southeastern Association of Regulatory Utilities Commissioners conference held in Miami Beach during June 2002.

Respectfully submitted this 3rd day of May, 2004.



LINZIE F. BOGAN

Advocate for the Florida Commission
on Ethics

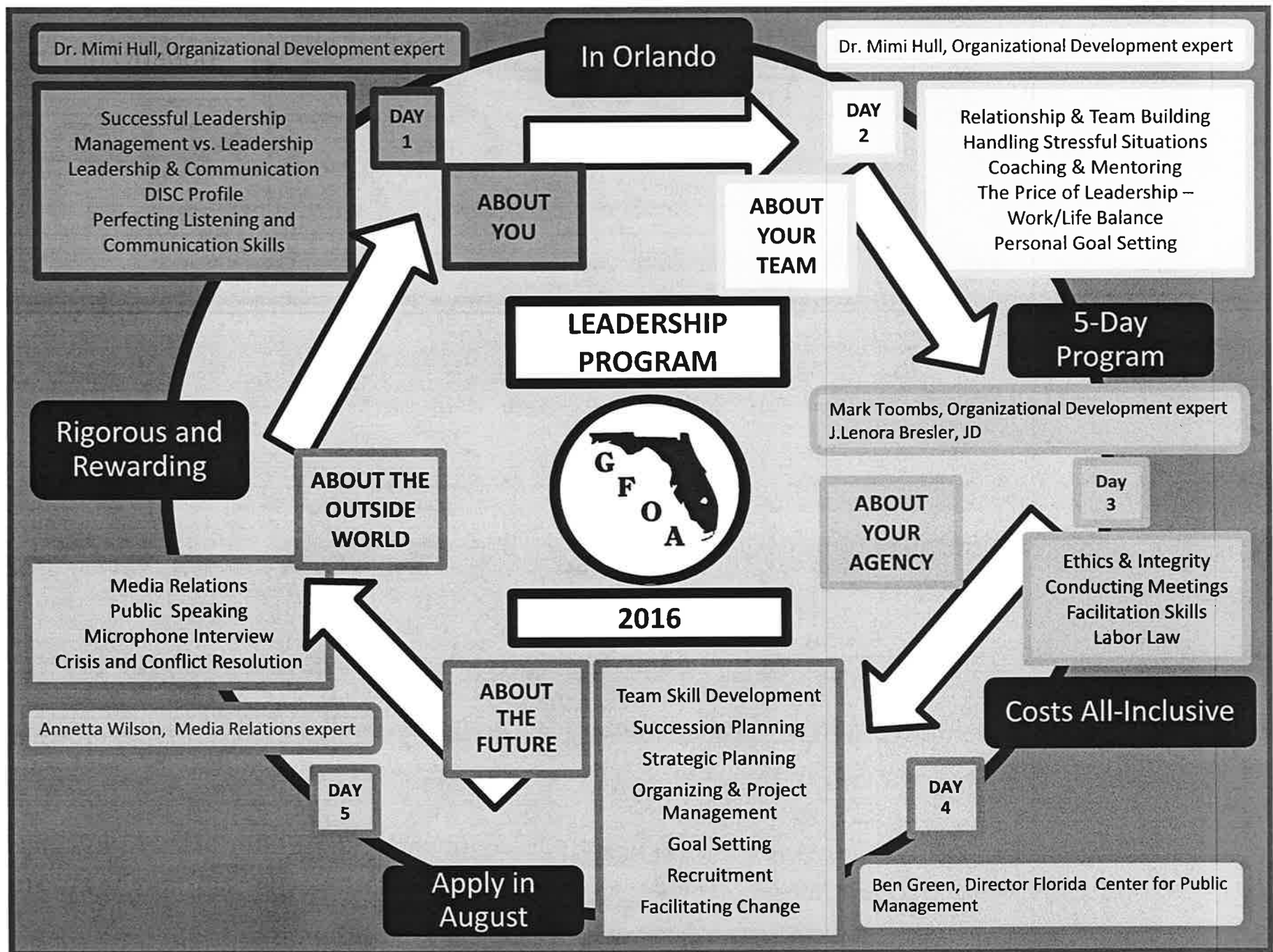
Florida Bar No. 143693

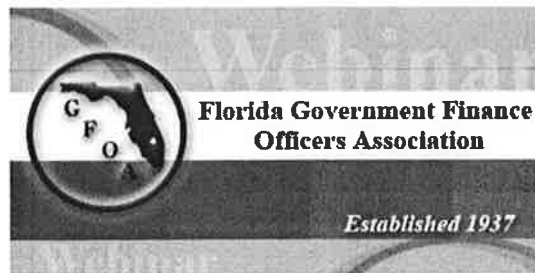
Office of the Attorney General

The Capitol, PL-01

Tallahassee, FL 32399-1050

(850) 414-3300





FGFOA Webinars

2015/2016 Tentative Schedule

Legislative Update	July 30, 2015
IRS Affordable Care Act Reporting	August 20, 2015
<i>September – No Webinar</i>	
GASB Hot Topics	October 15, 2015
<i>November – No Webinar</i>	
Financial Transparency	December 17, 2015
<i>January – No Webinar</i>	
Budget	February 18, 2016
Economic Update/Bonds/Investments	March 17, 2016
Legislative Update	April 21, 2016
OPEB	May 19, 2016
<i>June – No Webinar</i>	
Internal Control	July 21, 2016

All webinars are scheduled 2:00 p.m.-3:40 p.m. and qualify for Two hours of CPE

NASBA National Registry CPE Sponsor ID Number: 109565:
 In accordance with the standards of the National Registry of CPE Sponsors,
 CPE credits have been granted based on a 50-minute hour.
 Florida Government Finance Officers Association,
 P.O. Box 10270, Tallahassee, FL 32301; 850-701-3649

**FLORIDA BOARD OF ACCOUNTANCY
COMMITTEE ON CONTINUING PROFESSIONAL EDUCATION
CPE GUIDELINES**

The purpose of continuing professional education is to assist CPAs in maintaining their professional knowledge and competence. Courses selected should be relevant to the practice of the CPA attending them, and should contribute directly to their professional competency to practice public accounting.

There are four categories into which all acceptable subject matter for CPE credit is classified: **1) Accounting and Auditing, 2) Technical Business, 3) Behavioral and 4) Ethics.** Florida CPAs must complete at least 20 hours in accounting and auditing and at least 4 hours in approved ethics every two years.

The accounting and auditing category is narrowly limited to include only courses on accounting and financial reporting subjects, professional pronouncements of authoritative accounting principles issued by the standard-setting bodies and any other related subject generally classified within the accounting discipline. Accounting and auditing subjects consist of:

1. Accounting-related subjects or courses including, but not limited to, financial accounting (including current authoritative literature in generally accepted accounting principles in the United States and the Pronouncements of the Accounting Principles Board and the Financial Accounting Standards Board), and accounting for specialized industries.
2. Auditing-related subjects or courses, including, but not limited to, general auditing theory and practice (including current authoritative literature in generally accepted auditing standards in the United States and the Statements on Auditing Standards promulgated by the American Institute of Certified Public Accountants, auditing for specialized industries (including governmental auditing requirements) and audit applications to computers and information systems.

Some additional examples of accounting and/or auditing are:

Annual updates of accounting and/or auditing
Assurance Services that relate to Standards for Attest Engagements
Auditing Financial Statements, operations systems and programs
Compilation and Review
Financial Statement Disclosure
Fraud Detection
International Accounting
Professional Pronouncements (APB, FASB, GAAP, GAAS, GASB, SAS, SSARS)
Review of Internal and Management Controls

The technical business category is broad, including courses on taxation, general business, and management advisory services. Technical business subjects consist of:

1. Taxation.
2. Management services and management advisory services.
3. General business including, but not limited to, economics, business law, production or operational systems, marketing, finance, quantitative applications in business and business policy, and computers and information systems without audit applications.

Some additional examples of technical business courses are:

Accounts payable/Accounts receivable
Budgeting and Asset Management
Business valuation
Computer programming or use of software package (For example - Access, Excel, FRx, Oracle, Peachtree, PeopleSoft, PowerPoint, QuickBooks, Quicken, Word, etc.)
Financial planning
Fraud Prevention

- General ledger
- Law (Business related)
- Management of an Accounting Practice
- Pension plan administration
- Personal Financial Planning
- Planning and Control Systems
- Real estate principles
- Specialized Industries (Banking, Healthcare, Insurance, etc.)
- Tax shelters and investments

The Behavioral category includes courses on oral and written communications, the social environment of business, and administration of an accounting practice. No more than 20 hours maximum may be reported in behavioral subjects for each reestablishment period. Examples of behavioral subjects are:

- Effective speaking
- Employee supervision
- Human Resources
- Leadership and motivation
- Management by objectives
- Speed reading
- Time management

Effective with the June 30, 2006 reestablishment period all licensee must take at least four (4) hours of ethics. The provider and ethics course must be approved by the Florida Board of Accountancy to meet this requirement. A list of approved providers and courses can be found on www.myflorida.com. The licensees shall attain a certificate of course completion prior to completing the laws and rules examination. The ethics course shall consist of:

1. A review of Chapters 455 and 473, F.S., and the related administrative rules.
2. The ethics course may include other subjects including but not limited to: ethical conduct, core values and competencies, professional responsibility, responsibility to clients and the public, case studies that require the application of ethics principles, national professional standards and interpretations, and appropriate national issues related to the practice of accounting.

Certain types of activities DO NOT qualify for CPE credit because they are not sufficiently related to the practice of public accounting or because they are not structured as formal courses. The following DO NOT qualify for CPE credit:

- Authorship of books or articles
- Basic mathematics courses
- Business meetings and social functions
- Coffee breaks, meals and registration at seminars
- Committee service
- Foreign language courses
- Instructing or attending elementary accounting or courses equivalent to elementary accounting (whole first year of accounting)
- Keyboarding

REVISED: June 2006

Local Chapter Meeting Attendance by Board Members - 2015-2016
June - August 2015

Board Member	Chapter Attended	Date	Update Provided	Topic of Update/Meeting Status/Notes
Barry Skinner	Central Florida	7-Aug-15	Yes	SOGF/Webinar/Leadership Program/Get involved in Local Chapter
Sarah Koser	Nature Coast	15-Jul-15	Yes	Leadership Program/School of Government Finance/Get involved
Linda Howard	Nature Coast			<i>Has not been able to attend since Conference</i>
Kim Adams	Gulf Coast	4-Jun-15		Ken Burke provided update on FGFOA
Ken Burke	Gulf Coast	4-Jun-15	Yes	Was Guest Speaker and Provided FGFOA Update
Nicole Gasparri	Palm Beach			<i>Chapter has not met since June</i>
John McKinney	Volusia/Flagler	19-Jun-15		
Binh Nguyen	Central Florida	7-Aug-15		<i>Barry provided update</i>
Shannon Ramsey-Chessman	Palm Beach			<i>Chapter has not met since June</i>
Jamie Roberson	Central Florida	7-Aug-15		<i>Barry provided update</i>
Marilyn Rosetti	Big Bend			<i>Meeting is Friday - 8-28-2015 - next meeting Nov.</i>

Local Chapters without Representation

Florida First Coast
Hillsborough
North Central
Panhandle
Southwest Florida
South Florida
Space Coast
Treasure Coast

Closest Board Members (Geographically)

John McKinney or Barry Skinner
Ken Burke or Kim Adams
Sarah Koser or Linda Howard
Marilyn Rosetti
Kim Adams or Ken Burke
Nicole Gasparri or Shannon Ramsey-Chessman
Binh Nguyen or Jamie Roberson
Jamie Roberson or Binh Nguyen



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
Barry Skinner

President-Elect
Sarah Koser

Secretary/Treasurer
Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Johnathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Panhandle Chapter Bylaw Revision

Executive Summary, Explanation or Background Information on Request:

The Panhandle Chapter has requested that their Bylaws be revised to indicate that any changes to their Bylaws must be approved by FGFOA prior to the Chapter sending to their membership for approval.

Recommended Action:

Approve the changes requested by the Panhandle Chapter to their Bylaws.



Sarah C. Koser, President-Elect

6-22-2015
Date

CHAPTER BYLAWS
FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION
PANHANDLE CHAPTER

ARTICLE I – NAME

This Chapter of the Florida Government Finance Officers Association (FGFOA) shall be known as the Panhandle Chapter, hereinafter called the Chapter.

ARTICLE II – GOVERNANCE

The Chapter shall, at all times, be subject to the provisions of the Constitution and Bylaws of the Florida Government Finance Officers Association.

ARTICLE III – PURPOSE

The purpose of the Chapter shall be to:

- Promote the improvement of financial and management processes in Florida
- Create balanced and effective educational programming opportunities
- Establish a network of membership expertise
- Establish relationships with other organizations of like aims and purposes
- Provide opportunities for individual development, recruiting and mentoring
- Promote leaders and leadership development
- Provide a communications network to share technical and legislative issues

ARTICLE IV – CHAPTER MEMBERSHIP

Section 1. The Chapter membership shall consist of those eligible for membership in the Florida Government Finance Officers Association.

ARTICLE V – MEETINGS

Section 1. There shall be, at a minimum, four quarterly business meetings to be held each year. The Board of Directors shall have the discretion in scheduling these quarterly meetings to allow for the greatest participation of the Chapter membership.

Section 2. One meeting shall be considered the Annual Chapter Meeting for the election of officers and directors, as well as, the appointment of committee chairpersons. This meeting shall take place between thirty (30) and sixty (60) days prior to the Florida Government Finance Officers Association Annual Conference.

Section 3. The Secretary-Treasurer shall, prior to the Annual Chapter Meeting, mail notices either in writing or by means of e-mail to all members of the Chapter indicating the time and place of such meeting and the names of the individuals nominated to serve as officers and directors.

Section 4. A minimum of ten (10) members or ten percent (10%) of the membership entitled to vote of the Chapter who are present and in person shall constitute a quorum for the transaction of business at any meeting.

ARTICLE VI – VOTING RIGHTS

Section 1. The voting rights of the Chapter shall be vested exclusively in active members, as defined by the Constitution and Bylaws of the Florida Government Finance Officers Association and each shall have one vote in determining all questions to be decided by the membership.

Section 2. Associate, Student and Retiree members, as defined by the Constitution and Bylaws of the Florida Government Finance Officers Association, shall not hold office or chair committees, although they may serve as members of committees.

ARTICLE VII – BOARD OF DIRECTORS

Section 1. The officers of the Chapter shall be the President, President-Elect and Secretary-Treasurer.

Section 2. Additional members may also be elected from the membership of the Chapter. The officers and additional members, to be known as directors, shall constitute the Board of Directors, which shall serve as the governing body of the Chapter. The Board of Directors shall consist of a maximum of seven (7) members. No more than two members may serve from a single government. Persons elected to the Board of Directors shall serve without compensation.

Section 3. Once a member has been elected by the membership to an officer position, that officer may, upon completion of the term with which he or she was elected, automatically serve successive terms in the next higher remaining officer positions.

Section 4. Officers and directors elected at the Annual Chapter Meeting shall assume their respective offices immediately upon taking their oath and the completion of the swearing-in ceremony. Such officers and directors shall serve a term of one year from the time elected, until such time as the next annual election. While the fiscal year runs from July 1 to June 30 of each year, the officers, directors, committee chairs and committee member terms shall begin at installation during the annual business meeting and end at the subsequent annual business meeting for their period of service. With regard to terms of office, reference to “elections” in the Bylaws shall mean “date of installation.”

Section 5. The Board of Directors shall have the right and power to appoint a member to the unexpired term of any vacancy occurring on the Board of Directors of the Chapter.

Section 6. Nominations for officers and directors to the Board of Directors shall be made by the Nominating Committee (if applicable). Nominations may also be made from the floor by any member, in good standing, of the Chapter.

Section 7. The Board of Directors shall have the power to fix the time and place for each Annual Chapter Meeting and every other meeting of the Chapter.

Section 8. The Board of Directors may meet at such times and places as it may elect.

Section 9. For the transaction of any business by the Board of Directors, at least fifty percent (50%) of the members of said Board shall be present in person or participate on a conference call to constitute a quorum, and the majority vote of the Board members constituting a quorum will decide all issues. No proxy may be voted at any meeting of said Board of Directors.

ARTICLE VIII – DUTIES OF OFFICERS AND DIRECTORS

Section 1. President. The President shall be the chief elected officer of the Chapter and may call meetings of the Board of Directors whenever it is deemed necessary. The President shall preside at all meetings of the Chapter. The President shall enforce the Bylaws of the Chapter and the Constitution and Bylaws established by the Florida Government Finance Officers Association. The President shall keep the Board of Directors of the Florida Government Finance Officers Association fully informed of the affairs of the Chapter. The President shall also consult with the Board of Directors of the Florida Government Finance Officers Association and the Board of Directors of the Chapter, whenever necessary, concerning the business of the Chapter and its activities.

Section 2. President-Elect. The President-Elect shall in the absence or inability of the President to act, exercise all powers and perform all of the duties of the President. The President-Elect may develop a Chapter budget for the subsequent year for submission to the Board of Directors.

Section 3. Secretary-Treasurer. The Secretary-Treasurer shall keep all correspondence of the Chapter, minutes of all meetings of the Chapter and of the Board of Directors, and shall receive, deposit, and pay out funds as authorized by the Board of Directors. The Secretary-Treasurer shall be responsible for preparing all necessary financial reports. An annual report prepared by the Secretary-Treasurer covering fiscal matters and activities during the Florida Government Finance Officers Association's fiscal year will be submitted to the Secretary-Treasurer of the Florida Government Finance Officers Association according to the guidelines as established by the State Florida Government Finance Officers Association, but no later than August 15. In addition, at least annually, the Secretary-Treasurer shall transmit to the Secretary-Treasurer of the Florida Government Finance Officers Association: (1) copies of all notices sent to members of the Chapter; (2) a copy of the minutes of the Annual Chapter Meeting; and (3) a list of the Chapter's membership. [See Article X, Section 1, c-3 and Article X, Section 1, d-4]

Section 4. Director. Each director may assist in the decision making of the Board and, at the President's request, may serve as an individual liaison to one or more of the Chapter's standing committees.

ARTICLE IX – FISCAL MATTERS

Section 1. The operations of the Chapter shall be accounted for using generally accepted accounting principles on a fiscal year in concurrence with the Florida Government Finance Officers Association organization's fiscal year (July 1 to June 30).

Section 2. The Board of Directors may adopt a proposed budget covering the Chapter operations for the fiscal year in concurrence with the Florida Government Finance Officers Association organization's fiscal year.

Section 3. Dues and fees for Chapter membership are set and approved by the Chapter Board. Chapter membership shall be renewable on October 1st of each year.

Section 4. The Board of Directors may establish a fee to cover the cost of any program sponsored by the organization, along with any corresponding meal charges.

Section 5. Expenses of the Chapter must be approved by at least fifty percent (50%) of the members of the Board of Directors either at a meeting, on a conference call, or via email correspondence.

Section 6. The Chapter shall be fully and solely responsible for its own financial affairs.

ARTICLE X – COMMITTEES

Section 1. The President, with the concurrence of other members of the Board of Directors, may appoint such committees as are necessary for the efficient operation of the Chapter. The following committees are recommended.

- a) Audit Committee: To be comprised of one member who is not an officer or director.
 - 1) The Committee, if established, shall be responsible for verifying revenues and expenses and bank statement reconciliations.
- b) Nominating Committee: To consist of the President and at least two other members, one of which is not an officer or director. The President shall serve as Chairperson.
 - 1) The Committee shall be responsible for obtaining nominations and verifying eligibility for officers and directors to the Board of Directors.
- c) Membership Committee: To consist of two or more members, one of which is not an officer or director.

- 1) The Committee, if established, shall be responsible for promoting interest in the Chapter, conducting membership drives, and recommending applicants for membership.
- 2) The Committee, if established, shall keep records of pertinent information concerning each current and terminated member of the Chapter.
- 3) In the absence of such Committee, the Secretary-Treasurer shall keep all pertinent membership information, including the annual renewal process.
- d) Program/Continuing Professional Education (CPE) Committee: To consist of two or more members, one of which is not an officer or director.
 - 1) The Committee, if established, shall be responsible for recommending and preparing the Chapter programs, obtaining speakers for the programs, and maintaining a library of program topics and speakers.
 - 2) The Committee shall coordinate the reservations process for Chapter meetings.
 - 3) In the absence of such Committee, the Secretary-Treasurer shall coordinate the reservation process for Chapter meetings
- e) Other committees as deemed necessary by the President.

Section 2. The President shall appoint committee chairpersons.

ARTICLE XI – AMENDMENTS

Amendments to these Bylaws may be made by an affirmative vote of a majority of the Active members, in good standing, at any of the regular quarterly meetings, provided that the amendment or update is first approved by the State FGFOA, and subsequently that notice and content of any such amendment(s) shall be mailed or sent via email to both the Chapter membership and the Florida Government Finance Officers Association at least ninety (90) days prior to the meeting.

Last Revised: ~~December 1, 2008~~ April 30, 2014

Approved: ~~April 17, 2009~~ April 25, 2014 Panhandle Chapter Meeting



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Ken Burke

Nicole Gasparri

Johnathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Appointment of the Chair of the 2016 School of Government Finance Committee

Executive Summary, Explanation or Background Information on Request:

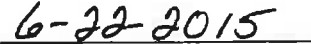
Each year the President-elect selects committee chairs for the following year. A decision was made at Strategic Planning for the 2015-2016 year that the selection of the School of Government Finance Chair would be made at the August meeting so that the initial planning meeting for the 2016 School could be held at the 2015 School of Government Finance.

I have selected Jennifer Desrosiers from the City of North Port to serve as the Chair of the School of Government Finance Committee for the 2016 School to be held at Sanibel Harbour Marriott on October 30 – November 3, 2016.

Recommended Action:

Approve appointment of Jennifer Desrosiers to Chair the 2016 School of Government Finance committee.


Sarah C. Koser, President-Elect


Date

Local Chapter Meeting Attendance by Board Members - 2015-2016

June - August 2015

Board Member	Chapter Attended	Date	Update Provided	Topic of Update/Meeting Status/Notes
Barry Skinner	Central Florida	7-Aug-15	Yes	SOGF/Webinar/Leadership Program/Get involved in Local Chapter Leadership Program/School of Government Finance/Get involved <i>Has not been able to attend since Conference</i>
Sarah Koser	Nature Coast	15-Jul-15	Yes	
Linda Howard	Nature Coast			
Kim Adams	Gulf Coast	4-Jun-15	Yes	Ken Burke provided update on FGFOA
Ken Burke	Gulf Coast	4-Jun-15		Was Guest Speaker and Provided FGFOA Update
Nicole Gasparri	Palm Beach			<i>Chapter has not met since June</i>
John McKinney	Volusia/Flagler	19-Jun-15		
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Nicole Gasparri or Shannon Ramsey-Chessman
Binh Nguyen or Jamie Roberson
Jamie Roberson or Binh Nguyen



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Financials as of June 30, 2015

Executive Summary, Explanation or Background Information on Request:

Fourth Quarter Financials

Recommended Action:

For Review

Linda Howard, Secretary/Treasurer

August 19, 2015
Date

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Comparative Statement of Financial Position
June 30, 2015, March 31, 2015, December 31, 2014, September 30, 2014, and June 30, 2014

	30-Jun-15	31-Mar-15	31-Dec-14	30-Sep-14	30-Jun-14
ASSETS					
Current Assets:					
Cash - Capital City Bank	\$ 187,707	261,472	102,655	46,908	51,073
Investments - Vanguard	265,730	65,723	65,721	115,718	125,715
Investments - CD's	154,537	154,178	153,828	153,476	153,157
Accounts Receivable	73,791	24,570	558	3,469	910
Interest Receivable	56	61	58	54	47
Prepaid Expenses	5,864	348	0	243	5,774
Prepaid Conference Expenses	0	1,685	202	0	0
Deposits	5,000	9,288	6,500	1,500	2,645
Total Current Assets	\$ 692,685	517,325	329,522	321,368	339,321
Equipment:					
Computer Equipment	\$ 5,227	5,227	5,227	5,227	5,227
Less: Accumulated Depreciation	(3,815)	(3,693)	(3,570)	(3,447)	(3,325)
Net Equipment	\$ 1,412	1,534	1,657	1,780	1,902
Other Assets:					
Deposits	1,500	1,500	1,500	6,500	1,500
Total Assets	\$ 695,597	520,359	332,679	329,648	342,723
LIABILITIES AND NET ASSETS					
Current Liabilities:					
Deferred Revenues	\$ 26,950	268,970	0	18,100	38,000
Accounts Payable	467,994	37,909	95,261	30,610	84,597
Total Current Liabilities	\$ 494,944	306,879	95,261	48,710	122,597
Unrestricted Net Assets	\$ 200,653	213,480	237,418	280,938	220,126
Total Liabilities and Unrestricted Net Assets	\$ 695,597	520,359	332,679	329,648	342,723

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities

For the Twelve-Months Ended June 30, 2015

	---ACTUAL---				-----BUDGET-----	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%
	1-July-14	1-Oct-14	1-Jan-15	1-Apr-15	1-Jul-14	1-Jul-14	OF
	to	to	to	to	to	to	BUDGET
	30-Sept-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Jun-15	30-Jun-15	SPENT
							VARIANCE
							YEAR
							TO
							DATE
REVENUES							
Membership Dues	\$ 85,715	3,850	4,445	5,180	99,190	97,000	1.02
Investment Income	329	359	354	361	1,403	1,500	0.94
Annual Conference	0	0	0	506,076	506,076	480,174	1.05
School of Governmental Finance	0	55,888	0	0	55,888	60,000	0.93
Seminars	0	0	0	18,900	18,900	15,000	0.00
CGFO Fees	9,515	11,095	4,640	1,260	26,510	30,000	0.88
Miscellaneous Income	35	0	0	0	35	990	0.04
TOTAL REVENUES	\$ 95,594	71,192	9,439	531,777	708,002	684,664	1.03
EXPENSES							
Professional Services:							
Florida League of Cities, Inc.	\$ 24,002	24,002	24,003	24,002	96,009	96,009	1.00
Auditor Fees	0	8,620	0	0	8,620	8,872	0.97
Total - Professional Services	\$ 24,002	32,622	24,003	24,002	104,629	104,881	1.00
Meeting Expenses:							
Board of Directors	\$ 2,123	1,671	950	3,258	8,002	8,500	0.94
Strategic Planning	0	0	0	1,361	1,361	2,000	0.68
GFOA Conference	0	0	1,427	1,976	3,403	4,000	0.85
GFOA Reception	0	0	0	3,440	3,440	5,000	0.69
Chapter Visitation by Officers	0	0	0	0	0	500	0.00
Total - Meeting Expenses	\$ 2,123	1,671	2,377	10,035	16,206	20,000	0.81

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Twelve-Months Ended June 30, 2015

	---ACTUAL---				---	BUDGET---	BUDGET--	---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-14	1-Oct-14	1-Jan-15	1-Apr-15	1-Jul-14	1-Jul-14	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Jun-15	30-Jun-15	SPENT	DATE
Training/Education:								
Conference Expenses	\$ 0	0	0	467,938	467,938	479,700	0.98	11,762
School of Governmental Finance	0	74,688	732	0	75,420	77,037	0.98	1,617
Seminars	0	0	725	23,008	23,733	16,000	1.48	(7,733)
CGFO Review & Re-write	0	2,000	0	0	2,000	2,000	1.00	0
CGFO Program Expenses	0	69	0	0	69	500	0.14	431
Total - Training/Education	\$ 0	76,757	1,457	490,946	569,160	575,237	0.99	6,077
Standing Committees:								
Standing Committee Meetings	0	0	0	0	0	500	0.00	500
Membership Services Outreach	0	0	0	0	0	2,000	0.00	2,000
All Committee Meetings @ Conference	0	0	190	6,348	6,538	6,000	1.09	(538)
Total - Standing Committees	\$ 0	0	190	6,348	6,538	8,500	0.77	1,962
Communication to Members:								
Postage & Mailing	238	23	131	137	529	1,500	0.35	971
Internet Homepage	0	0	0	0	0	102	0.00	102
Printing & Duplicating	119	505	326	187	1,137	1,000	1.14	(137)
Total - Communication to Members	\$ 357	528	457	324	1,666	2,602	0.64	936

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Twelve-Months Ended June 30, 2015

	---ACTUAL---					---BUDGET---	---BUDGET---	---BUDGET---
	QTR 1	QTR2	QTR 3	QTR 4	YTD	AMENDED	%	VARIANCE
	1-July-14	1-Oct-14	1-Jan-15	1-Apr-15	1-Jul-14	1-Jul-14	OF	YEAR
	to	to	to	to	to	to	BUDGET	TO
	30-Sept-14	31-Dec-14	31-Mar-15	30-Jun-15	30-Jun-15	30-Jun-15	SPENT	DATE
Administrative Expenses:								
Insurance Expense	\$ 3,909	0	0	359	4,268	3,777	1.13	(491)
List Serve	1,500	0	1,124	821	3,445	5,000	0.69	1,555
Filings & Registrations	0	0	61	0	61	61	1.00	0
Staff Travel	322	0	737	942	2,001	3,000	0.67	999
Miscellaneous Expense	25	591	1,027	1,954	3,597	6,000	0.60	2,403
Student Promotion	0	0	0	0	0	0	0.00	0
Credit Card and Bank Fees	2,422	2,420	1,821	8,751	15,414	15,000	1.03	(414)
Depreciation	122	123	123	122	490	500	0.98	10
		0						
Total - Administrative Expenses	\$ 8,300	3,134	4,893	12,949	29,276	33,338	0.88	4,062
Contributions:								
Contributions	\$ 0	0	0	0	0	0	0.00	0
Total - Contributions	\$ 0	0	0	0	0	0	0.00	0
TOTAL EXPENSES	\$ 34,782	114,712	33,377	544,604	727,475	744,558	0.98	17,083
Increase (Decrease) in Unrestricted Net Assets	\$ 60,812	(43,520)	(23,938)	(12,827)	(19,473)	(59,894)	0.33	40,421
Unrestricted Net Assets, Beginning of Period	\$ 220,126	280,938	237,418	213,480	220,126	220,126	1.00	0
Unrestricted Net Assets, End of Period	\$ 280,938	237,418	213,480	200,653	200,653	160,232	1.25	40,421

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Twelve-Months Ended June 30, 2015

Cash Flows From Operating Activities

Receipts from Members and Associates	\$	451,750	
Receipts from Exhibitors and Hotel Sites		170,918	
Interest and Dividends		1,394	
Fees Paid to Florida League of Cities		(156,501)	
Payments to Vendors		<u>(189,532)</u>	
Net Cash Provided by Operating Activities			\$ 278,029

Cash Flows from Investing Activities

Purchase of Certificates of Deposit	\$	(154,817)	
Proceeds from Certificates of Deposit		<u>153,437</u>	
Net Cash Used by Investing Activities			\$ <u>(1,380)</u>
Net Increase in Cash and Cash Equivalents			\$ 276,649
Cash and Cash Equivalents-Beginning of Period			\$ <u>176,788</u>
Cash and Cash Equivalents-End of Period			\$ <u><u>453,437</u></u>

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Twelve-Months Ended June 30, 2015

Reconciliation of Decrease in Net Assets to Net Cash

Provided by Operating Activities

Decrease in Net Assets	\$	(19,473)
Adjustments to Reconcile Decrease in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation		490
Increase in Accounts Receivable		(72,890)
Increase in Prepaid Expenses		(90)
Increase in Deposits		(2,355)
Increase in Accounts Payable		383,397
Decrease in Deferred Revenues		<u>(11,050)</u>

Net Cash Provided by Operating Activities	\$	<u>278,029</u>
--------------------------------------------------	-----------	-----------------------

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
2014 School of Governmental Finance
Destin, FL

REVENUE COMPARISON

REGISTRATIONS	# of REG	2014 ACTUAL	ORIGINAL BUDGET	VARIANCE
Active Member Basic	36	6,480	60,000	(53,520)
Active Member Basic Late	5	1,100		1,100
Active Member Intermediate	59	10,030		10,030
Active Member Intermediate Late	7	1,470		1,470
Associate Member Basic	2	490		490
Associate Member Intermediate	1	270		270
Non Member Basic	2	610		610
Non Member Intermediate	1	285		285
Active Member Week	73	20,440		20,440
Active Member Week Late	8	2,480		2,480
Non Member Week	1	520		520
Cancellation Fees	3	120		120
Ethics Course	13	855		855
Room Credits		2,788		2,788
Boot Camp	35	7,950		7,950
Total Revenues		55,888	60,000	(4,112)

EXPENSE COMPARISON

	2014 ACTUAL	ORIGINAL BUDGET	VARIANCE
Hospitality Suite	6,007	5,000	1,007
Refreshment Breaks	35,868	37,000	(1,132)
Staff Travel	5,902	5,000	902
Equipment Rentals	13,813	7,500	6,313
Speaker Expense	4,897	3,000	1,897
Speaker Gifts	1,125	1,500	(375)
Printing/Duplicating	1,916	1,000	916
Meeting Planning Services	4,875	5,500	(625)
Speaker/Moderator Breakfast	596	500	96
Insurance	243	243	0
Operating Supplies	178	500	(322)
TOTAL EXPENSES	75,420	66,743	8,677
NET INCOME (LOSS)	(19,532)	(6,743)	(12,789)

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
2015 Conference
Hollywood, FL

REVENUE COMPARISON	# of Reg	2015 ACTUAL	2015 BUDGET	VARIANCE
OTHER REVENUE				
Exhibitor Fees	106	160,700	150,000	10,700
Extra Tickets All Events		3,415	5,000	(1,585)
Golf	50	3,500	5,000	(1,500)
Cancellation Fees	29	1,160	1,000	160
Ethics Course Income	155	10,385	10,000	385
Room Credits		10,070	7,749	2,321
Hotel Rebate		25,000	25,000	0
Hotel Commissions		45,186	46,500	(1,314)
TOTAL OTHER REVENUE		259,416	250,249	9,167
REGISTRATIONS				
Member Registrations	752	169,200	222,500	(53,300)
Member Late Registrations	29	7,685		7,685
Associate Registrations	108	30,780		30,780
Associate Late Registrations	15	4,875		4,875
Non-Member Registrations	66	22,770		22,770
Non-Member Late Registrations	10	3,850		3,850
Boot Camp	33	7,500	7,425	75
TOTAL REGISTRATIONS		246,660	229,925	16,735
TOTAL REVENUES		506,076	480,174	25,902
EXPENSE COMPARISON				
INSTRUCTIONAL				
Equipment Rental		30,737	26,000	4,737
Speaker per diem/honorarium		5,034	4,000	1,034
Refreshment Breaks		111,825	112,500	(675)
Tuesday Business Luncheon		42,894	45,000	(2,106)
Boot Camp		9,164	10,000	(836)
TOTAL INSTRUCTIONAL EXPENSE		199,654	197,500	2,154
SPECIAL EVENTS				
Golf Tournament		3,287	5,000	(1,713)
Opening Ceremony		959	500	459
Association Night		49,328	60,000	(10,672)
Ethics Course Expenses		10,296	9,800	496
Tuesday Event		62,178	80,000	(17,822)
Hospitality Food, Beverages & Supplies		38,380	30,000	8,380
President's Reception		8,293	10,000	(1,707)
TOTAL SPECIAL EVENTS EXPENSE		172,721	195,300	(22,579)

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
2015 Conference
Hollywood, FL

	2015 ACTUAL	2015 BUDGET	VARIANCE
<u>SPECIAL CONFERENCE EXPENSES</u>			
Welcome Bags	4,535	5,000	(465)
Speaker Gifts	2,511	3,500	(989)
Transportation	6,300	6,000	300
TOTAL SPECIAL CONFERENCE EXPENSES	13,346	14,500	(1,154)
<u>REGISTRATION/MAILINGS</u>			
Postage/Shipping	46	1,000	(954)
Printing/Duplicating	5,424	5,000	424
Supplies	1,564	2,000	(436)
TOTAL REGISTRATION/MAILING EXPENSE	7,034	8,000	(966)
<u>EXHIBITOR</u>			
Security	2,966	500	2,466
Service	19,616	12,000	7,616
TOTAL EXHIBITOR EXPENSES	22,582	12,500	10,082
STAFF EXPENSES	13,466	12,000	1,466
<u>OTHER</u>			
Insurance	1,482	1,500	(18)
Internet Café - High Speed Connections	4,500	6,000	(1,500)
Miscellaneous	3,753	5,000	(1,247)
Meeting Planner Services	29,400	27,400	2,000
TOTAL OTHER EXPENSES	39,135	39,900	(765)
TOTAL EXPENSES	467,938	479,700	(11,762)
NET INCOME (LOSS)	38,138	474	37,664

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Details of Seminar Income and Expenses
For the Year Ended June 30, 2015

	Leadership or Investments Hollywood Diplomat 13-Jun-15	Webinars
INCOME		
Registration Fees	\$ 18,900	\$ -
TOTAL INCOME	\$ 18,900	\$ -
EXPENSES		
CPE Certification for Webinars (NASBA)		\$ 725
Refreshment Breaks	\$ 10,544	
Luncheon	12,464	
Equipment Rental	-	
TOTAL EXPENSES	\$ 23,008	\$ 725
DECREASE IN NET ASSETS	\$ (4,108)	\$ (725)
PARTICIPANTS	194	

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Supplemental Information
For the Twelve-Months Ended June 30, 2015

Accounts Receivable:

Misc Member Conference	965	Member Registrations
Florida League of Cities	2,639	Reimbursable Conference Expenses
Hollywood Converntion Bureau	25,000	Hotel Rebate
Exhibitor Conference	<u>45,187</u>	Hotel Commission
Total Accounts Receivable	<u><u>73,791</u></u>	

Prepaid Expenses:

Aon Assoc Services	348	SOGF Cancellation Insurance
US Postal Service	122	PO Box Rental
Aon Assoc Services	2,289	Director and Officer Insurance
L-Soft International	1,250	Annual Service Fee
Hartford Insurance	1,666	Business Owners Insurance
L-Soft International	<u>189</u>	Conference Cancelation Insurance
Total Prepaid Expenses	<u><u>5,864</u></u>	

Deposits:

Current:

PGA National	5,000	2015 SOGF
Total Current:	5,000	

Non-Current:

Diplomat Hotel	<u>1,500</u>	2017 Conference
Total Non-Current:	<u><u>1,500</u></u>	
Total Deposits	<u><u>6,500</u></u>	

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Supplemental Information

For the Twelve-Months Ended June 30, 2015

Accounts Payable:

Various Members	870
Florida Local Government IS Assoc	1,800
Hello Florida	465
Graphateria	2,142
Visual Solutions	247
Lynda Dennis	2,922
GASB	603
City of Inverness	275
City of Clermont	450
Larson Consulting	130
AIA Corporation	8,951
Diplomat Hotel	320,023
Freeman Decorators	17,845
FICPA	9,986
The Hartford	1,197
L-Soft International	618
FLC	99,470

Total Accounts Payable

467,994

Miscellaneous Expense:

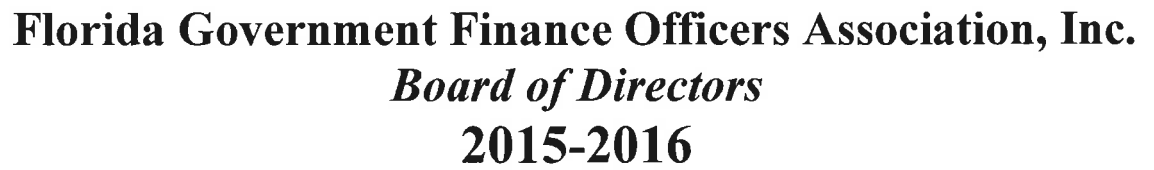
2014 Name Badge from Conference	25
My Office Products	132
My Office Products	29
My Office Products	28
Hobby Lobby	252
Costco	19
Successories	970
Apogee Signs	188
Successories	97
Awards 4 You	1,857

Total Miscellaneous Expense

3,597

Miscellaneous Refunds
Amount due for deposit in error
Conference Hospitality Suite Expenses
Conference Program Printing
Conference Signs
Bootcamp Speaker Expenses
Conference Speaker Expenses
Refund
Refunds
Refund
Tuesday Night Event Gifts
2015 Annual Conference Master Bill
2015 Conference Exhibitor Services
Ethics Course Expenses
Special Events Insurance
ListServ expenses
Fees and Expenses

Bad Debt Write Off
Misc Office Supplies
Misc Office Supplies
Misc Office Supplies
Board Pictures
Board Pictures
Board of Director Gifts
Local Chapter Banner
President Gift
Conference Gifts and Awards



**2015-2016
BOARD OF DIRECTORS**

Marilyn Rosetti

For Review

FGFOA Certificates of Deposit

As of August 19, 2015

<u>Purchased</u>	<u>Account Number</u>	<u>Bank</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>APY</u>	<u>Term</u>	<u>Maturity Date</u>
9/4/14	#5004045182	Synchrony Bank	\$76,583.96	1.09%	1.10%	12 months	9/4/2015
9/10/14	#210002549	ProBank	\$76,853.36	0.75%	0.75%	24 month	9/10/2016

Matured CD's

9/19/11	#210002549	ProBank	\$75,000.00	1.10%	1.11%	12 months	9/10/2012	
9/4/12	#5004045182	MetLife	\$75,000.00	1.04%	1.05%	12 months	9/4/2013	Rolled over at \$75,787.85
9/10/12	#210002549	ProBank	\$75,822.82	0.75%	0.75%	12 months	9/10/2013	Rolled over at \$76,393.62
9/4/13	#5004045182	GE Captial	\$75,787.85	1.04%	1.05%	12 months	9/4/2014	Rolled over at \$76,583.96
9/10/13	#210002549	ProBank	\$76,393.62	0.60%	0.60%	12 months	9/10/2014	Rolled over at \$76,853.36

Vanguard Prime Money Market Fund (VMMXX)

Product summary

Vanguard Prime Money Market Fund seeks to provide current income and preserve shareholders' principal investment by maintaining a share price of \$1. As such it is considered one of the most conservative investment options offered by Vanguard. Although the fund invests in short-term, high-quality securities, the amount of income that a shareholder may receive will be largely dependent on the current interest-rate environment. Investors who have a short-term savings goal and seek a competitive yield may wish to consider this option.

Price and performance

Price as of 08/18/2015	\$1.00
Change	\$0.00 0.00%
SEC yield as of 08/18/2015	0.04%
Compound yield	0.04%

Fund facts

Asset class	Money Market
Category	Taxable Money Market
Expense ratio as of 12/19/2014	0.16%
Minimum investment	\$3,000 ⓘ
Fund number	0030
Fund advisor	Vanguard Fixed Income Group

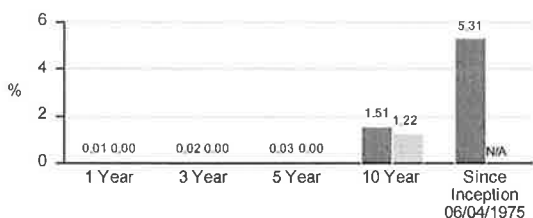
Risk potential



Average annual performance

As of 06/30/2015

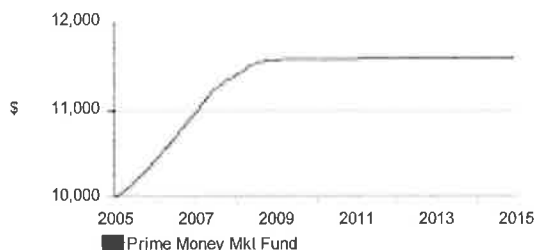
Quarter-end | Month-end



■ Prime Money Mkt Fund
■ Money Market Funds Average* (Benchmark)

Hypothetical growth of \$10,000

As of 7/31/2015



The performance data shown represent past performance, which is not a guarantee of future results. Investment returns and principal value will fluctuate, so that investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited. See performance data current to the most recent month-end. Click to view standardized returns, fees, and expenses.

Portfolio composition

Distribution by issuer (% of fund) as of 07/31/2015

Prime Money Mkt Fund	
Bankers Acceptances	0.0%
Certificates of Deposit	8.6%
Other	1.0%
Repurchase Agreements	0.5%
U.S. Commercial Paper	10.8%
U.S. Govt. Obligations	28.1%
U.S. Treasury Bills	6.8%
Yankee/Foreign	44.2%
Total	100.0%

Characteristics as of 07/31/2015

Number of holdings	476
Average maturity	53.0 days ⓘ
Weighted average life	102.0 days
Fund total net assets	\$134.4 billion

*Derived from data provided by Lipper, a Thomson Reuters Company.

A money market mutual fund investment is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although a money market mutual fund seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in such a fund.



FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Since 1937

P.O. Box 10270 • 301 South Bronough Street, Suite 300 • Tallahassee, Florida 32302-2270
Telephone: (850) 222-9684 • Fax: (850) 222-3806 • Web Page: www.fgfoa.org

2015-2016 OFFICERS

President

BARRY SKINNER, CPA, CGFO, CPFO
Deputy Director-Finance & Accounting
Orange County Comptroller's Office
(407) 836-5719
barry.skinner@occompt.com

President - Elect

SARAH KOSER, CPA, CGFO, CPFO
Deputy Finance Director
The Villages Community Development Districts
(352) 753-0421
Sarah.Koser@DistrictGov.org

Secretary - Treasurer

LINDA S. HOWARD, CPA, CTP, MBA
Finance Bureau Chief
Southwest Florida Water Management District
(321) 796-7211 ext 4122
Linda.Howard@swfwmd.state.fl.us

DIRECTORS

KIMBALL ADAMS, CPA
Director of Finance
City of Largo
(727) 587-6747
kadams@largo.com

KEN BURKE, CPA
Clerk of the Circuit Court and Comptroller
Pinellas County - CCC
(727) 464-3341
kburke@pinellascounty.org

NICOLE GASPARRI, CGFO
Organizational Program Manager
City of Boca Raton
(561) 789-8236
ngasparr@myboca.us

JONATHAN C. MCKINNEY, CGFO
Director of Finance
City of Edgewater
(386) 424-2400 ext. 1301
jmckinney@cityofedgewater.org

BINH NGUYEN, CGFO
Budget Manager
Lake County - BCC
(352) 343-9823
bnguyen@lakecountyfl.gov

SHANNON RAMSEY-CHESSMAN, CPA, CGFO
Chief Operating Officer of Finance
Clerk & Comptroller - Palm Beach County
(561) 355-4277
sramsey@my.palmbeachclerk.com

JAMIE ROBERSON, CGFO
Chief Financial Officer
Oseola County Property Appraiser
(407) 742-5172
jrob@property-appraiser.org

MARILYN D. ROSETTI, CPA
Audit Manager
Florida Auditor General - Tallahassee
(850) 412-2902
marilynrosetti@aud.state.fl.us

JEANNIE GARNER
Executive Director

August 10, 2015

Vanguard
Client Services Department
P. O. Box 2600
Valley Forge, PA 19482-2600

Dear Vanguard:

Our Auditors, Shorstein & Shorstein, PA are currently conducting an audit of the Financial records of the following entry as of June 30, 2015:

Florida Government Finance Officers Association, Inc. Acct# 9910172155

Vanguard Prime Money Market Fund - Fund #30 in connection with our audit, we would appreciate your confirming the following

Information for the entity listed above:

1. Any Investments and/or cash balances held by you on June 30, 2015(at cost).
2. Market value of the Investments at June 30, 2015.
3. Interest earned for the year ended June 30, 2015.
4. Service fees charged for the year ended June 30, 2015.
5. Average interest rate at June 30, 2015.
6. Any interest earned through June 30, 2015, but not credited to their account until after June 30, 2015.

We appreciate your cooperation. Please mail your reply directly to Shorstein & Shorstein, P.A., 8265 Bayberry Road, Jacksonville, Florida 32256, in the enclosed return envelope.

Sincerely,

Scott Hamilton
Scott Hamilton,
Administrator



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
Barry Skinner

President-Elect
Sarah Koser

Secretary/Treasurer
Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item: Check Register as of June 30, 2015

Executive Summary, Explanation or Background Information on Request:

Recommended Action:

For Review

Linda Howard, Secretary/Treasurer

August 19, 2015
Date

FGFOA
Check Register
Apr - Jun
2015

Date	CK #	Type	Paid To/Rcvd From	Payment	Deposit
	Balance @ Mar 31, 2015				\$ 261,472.06
	Deposits for Apr 2015				\$ 84,561.01
4/10/2015	3139	CK	U S Postal Service	\$ 146.00	
4/10/2015	R00157	ACH	Aon Assoc. Services	\$ 2,497.00	
4/17/2015	3140	CK	Gehring Group	\$ 85.00	
4/17/2015	3141	CK	Isabel Hughes	\$ 30.00	
4/17/2015	3142	CK	Royal Palm Beach	\$ 40.00	
4/24/2015	3143	CK	City of Fellsmere	\$ 70.00	
4/24/2015	3144	CK	Florida Fence Rental	\$ 5,538.50	
4/24/2015	3145	CK	Grimes Event & Party	\$ 10,361.00	
4/24/2015	R00158	ACH	L-Soft International	\$ 1,641.70	
4/30/2015	3146	CK	City of Lake Worth	\$ 75.00	
BANK FEES	SVC000000530	SVC	Bank Fees	\$ 4,327.06	
	Deposits for May 2015				\$ 100,360.00
5/1/2015	R00159	ACH	Florida League of Cities	\$ 36,307.91	
5/1/2015	R00160	ACH	Marc Dobson	\$ 500.00	
5/8/2015	3147	CK	Clay County	\$ 35.00	
5/8/2015	3148	CK	Clifton Larson Allen	\$ 65.00	
5/8/2015	3149	CK	Town of Longboat Key	\$ 185.00	
5/8/2015	3150	CK	Osceola County	\$ 50.00	
5/8/2015	3151	CK	City of Oviedo	\$ 510.00	
5/8/2015	3152	CK	Palm Beach County	\$ 90.00	
5/15/2015	3153	CK	Standard & Poor's	\$ 1,500.00	
5/19/2015	WDL	WDL	Vanguard	\$ 200,000.00	
5/22/2015	3154	CK	Grant Street Group	\$ 70.00	
5/22/2015	3155	CK	The Hartford	\$ 1,817.14	
5/29/2015	3156	CK	Chef Remi's Catering	\$ 10,379.00	
5/29/2015	3157	CK	Gulf County CCC	\$ 185.00	
5/29/2015	3158	CK	JP Morgan Chase	\$ 25.00	
5/29/2015	3159	CK	Willdan Financial	\$ 75.00	
5/29/2015	R00161	ACH	Marc Dobson	\$ 500.00	
5/29/2015	R00162	ACH	Awards 4 U	\$ 1,474.26	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 2,044.73	
	Deposits for Jun 2015				\$ 55,359.47
6/5/2015	3160	CK	Dana Anderson	\$ 150.00	
6/5/2015	3161	CK	Matthew Beeman	\$ 290.00	
6/5/2015	3162	CK	Stephanie Forbes	\$ 300.00	
6/5/2015	3163	CK	Jacksonville Police	\$ 185.00	
6/5/2015	3164	CK	MCCI, Inc.	\$ 70.00	
6/5/2015	3165	CK	Thrive Productions	\$ 3,000.00	
6/5/2015	R00163	ACH	Merrily Bennett	\$ 300.00	
6/5/2015	R00164	ACH	My Office Products	\$ 288.54	
6/5/2015	R00165	ACH	Private Stock Productions	\$ 5,000.00	
6/10/2015	3166	CK	David Campbell	\$ 175.00	
6/10/2015	3167	CK	D.A.K. Security Agency	\$ 1,772.09	
6/10/2015	3168	CK	Empire Coach Line	\$ 6,300.00	
6/10/2015	3169	CK	Hello Florida	\$ 5,903.64	
6/10/2015	3170	CK	Police Honor Guard	\$ 100.00	
6/12/2015	R00166	ACH	Awards 4 U	\$ 212.85	
6/12/2015	R00167	ACH	Target Copy	\$ 1,212.52	
6/26/2015	3171	CK	Flagler Beach	\$ 185.00	
6/26/2015	3172	CK	Grimes Events & Party	\$ 2,091.31	
6/26/2015	3173	CK	Marco	\$ 49.00	
6/26/2015	3174	CK	David Tsang Consulting	\$ 932.12	
6/26/2015	R00168	ACH	M23 Cuisine	\$ 2,295.00	
6/26/2015	R00169	ACH	Awards 4 U	\$ 170.39	
6/26/2015	R00170	ACH	Target Copy	\$ 59.15	
BANK FEES	SVC000000532	SVC	Bank Fees	\$ 2,379.83	
				\$ 314,045.74	\$ 501,752.54
	Balance @ 06/30/2015			\$ 187,706.80	



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

OFFICERS

President
Barry Skinner

President-Elect
Sarah Koser

Secretary/Treasurer
Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item:

2016 Leadership FGFOA Budget

Executive Summary, Explanation or Background Information on Request:

It is recommended that 25 participants are allowed to participate which will produce \$62,500 in revenue and \$50,200 of estimated expenses for a net income of \$12,300.

Recommended Action:

Approval of the 2016 Leadership FGFOA Budget

Jeannie Garner, Executive Director

August 20, 2015
Date

Florida Governmental Finance Officer's Association
2016 FGFOA Leadership

REVENUE COMPARISON	20 Participants	22 Participants	25 Participants
Registration Fees (\$2,500)	\$50,000.00	\$55,000.00	\$62,500.00
TOTAL REVENUES	\$50,000.00	\$55,000.00	\$62,500.00
EXPENSE COMPARISON			
Hotel Fee	\$17,595.00	\$19,125.00	\$21,420.00
Breakfast	\$0.00	\$0.00	\$0.00
Breaks	\$1,625.00	\$1,755.00	\$1,950.00
Lunch	\$5,000.00	\$5,400.00	\$6,000.00
Dinner	\$7,500.00	\$8,100.00	\$9,000.00
Staff Travel	\$2,000.00	\$2,000.00	\$2,000.00
Equipment Rentals	\$2,000.00	\$2,000.00	\$2,000.00
Speaker Expenses	\$25,000.00	\$25,200.00	\$25,500.00
Speaker Gifts	\$500.00	\$500.00	\$500.00
Operating Supplies	\$250.00	\$250.00	\$250.00
Printing/Duplicating	\$1,000.00	\$1,000.00	\$1,000.00
Meeting Planning Services	\$2,000.00	\$2,000.00	\$2,000.00
TOTAL EXPENSES	\$46,875.00	\$48,205.00	\$50,200.00
NET INCOME	\$3,125.00	\$6,795.00	\$12,300.00

Mimi Hull - Mon - 3 sections	5,000.00	
Mimi Hull - Tues - 4 sections	5,000.00	
Mark Toombs - Wed 3 sections	1,800.00	
J. Lenora Bresler - Wed 1 section	1,250.00	
Ben Green - 4 sections	5,000.00	Estimate
Anetta Wilson - Friday 3 sections	4,000.00	



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Linda Howard

DIRECTORS

Kimball Adams

Ken Burke

Nicole Gasparri

Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item:

2016 FGFOA Annual Conference Budget

Executive Summary, Explanation or Background Information on Request:

The attached budget reflects a \$25.00 registration fee increase (already approved) and an additional \$25.00 for a total of \$50.00 increase. Please note the following:

- Exhibitors increased from an estimated 100 to 110
- Hotel Commission included at an estimate of \$30,000. The contract rate is \$169 with 10% commission. We have the option of not taking the commission and lowering the rate to \$153, but we would not recommend doing that. The diplomat rate was \$189 and the rate in 2017 is \$199. The lower rate may confuse people's expectations. The \$30,000 is based on pick up our minimum block, which will more than likely be higher than that.
- There is no Monday Lunch budgeted.

Recommended Action:

Approval of the 2016 FGFOA Annual Conference Budget

Jeannie Garner, Executive Director

August 20, 2015
Date

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.
2016 Annual Conference Proposed Budget
Orlando

	912	900	900	925	925
	2014 Orlando Actual	2015 Revised Proposed 04/2015	2015 Actual	2016 Proposed Budget \$25 Fee Increase	2016 Proposed Budget \$50 Fee Increase
OTHER REVENUE					
Exhibitor Fees	\$154,725.00	\$150,000.00	\$160,700.00	\$165,000.00	\$165,000.00
Extra Tickets All Events	\$2,705.00	\$5,000.00	\$3,415.00	\$5,000.00	\$5,000.00
Golf	\$4,770.00	\$5,000.00	\$3,500.00	\$5,000.00	\$5,000.00
Hotel Commissions (1)	\$0.00	\$46,500.00	\$45,186.00	\$30,000.00	\$30,000.00
Cancellation Fees	\$760.00	\$1,000.00	\$1,160.00	\$1,000.00	\$1,000.00
Ethics Income	\$11,490.00	\$10,000.00	\$10,385.00	\$10,000.00	\$10,000.00
Hotel Rebate	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
Room Credits (2)	\$11,118.00	\$7,749.00	\$10,070.00	\$11,000.00	\$11,000.00
TOTAL OTHER REVENUE	\$185,568.00	\$250,249.00	\$259,416.00	\$227,000.00	\$227,000.00
REGISTRATIONS					
Member Registrations	\$158,850.00	\$222,500.00	\$169,200.00	\$251,600.00	\$274,725.00
Member Late Registrations	\$1,060.00	\$0.00	\$7,685.00	\$0.00	\$0.00
Associate Registrations	\$40,185.00	\$0.00	\$30,780.00	\$0.00	\$0.00
Associate Late Registrations	\$2,600.00	\$0.00	\$4,875.00	\$0.00	\$0.00
Non-Member Registrations	\$16,805.00	\$0.00	\$22,770.00	\$0.00	\$0.00
Non-Member Late Registrations	\$1,540.00	\$0.00	\$3,850.00	\$0.00	\$0.00
Boot Camp	\$0.00	\$7,425.00	\$7,500.00	\$8,700.00	\$8,700.00
TOTAL REGISTRATIONS	\$221,140.00	\$229,925.00	\$246,660.00	\$260,300.00	\$283,425.00
TOTAL REVENUES	\$406,708.00	\$480,174.00	\$506,076.00	\$487,300.00	\$510,425.00
EXPENSE					
INSTRUCTIONAL					
Equipment Rental	\$11,961.00	\$26,000.00	\$30,737.00	\$30,000.00	\$30,000.00
Speaker's per diem/honorarium	\$6,434.00	\$4,000.00	\$5,034.00	\$10,000.00	\$10,000.00
Refreshment Breaks	\$108,111.00	\$112,500.00	\$111,825.00	\$120,000.00	\$120,000.00
Tuesday Business Luncheon	\$41,903.00	\$45,000.00	\$42,894.00	\$43,000.00	\$43,000.00
Monday Lunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Boot Camp	\$0.00	\$10,000.00	\$9,164.00	\$10,000.00	\$10,000.00
TOTAL INSTRUCTIONAL EXPENSE	\$168,409.00	\$197,500.00	\$199,654.00	\$213,000.00	\$213,000.00
SPECIAL EVENTS					
Golf Tournament	\$3,360.00	\$5,000.00	\$3,287.00	\$5,000.00	\$5,000.00
Opening Ceremony	\$100.00	\$500.00	\$959.00	\$500.00	\$500.00
Association Night Reception	\$19,307.00	\$60,000.00	\$49,328.00	\$40,000.00	\$40,000.00
Ethics Course Expense	\$9,826.00	\$9,800.00	\$10,296.00	\$9,800.00	\$9,800.00
Tuesday Event	\$87,862.00	\$80,000.00	\$62,178.00	\$80,000.00	\$80,000.00
Hospitality Food, Beverages & Supplies	\$27,506.00	\$30,000.00	\$38,380.00	\$30,000.00	\$30,000.00
President's Reception	\$5,900.00	\$10,000.00	\$8,293.00	\$10,000.00	\$10,000.00
Walking Tour/ Childrens events	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL SPECIAL EVENTS EXPENSE	\$153,861.00	\$195,300.00	\$172,721.00	\$175,300.00	\$175,300.00
SPECIAL CONFERENCE EXPENSES					
Room Rate By Down	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Host Committee Shirts	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
Welcome Bags	\$4,539.00	\$5,000.00	\$4,535.00	\$5,000.00	\$5,000.00
Speaker Gifts	\$3,150.00	\$3,500.00	\$2,511.00	\$3,500.00	\$3,500.00
Transportation & other	\$0.00	\$6,000.00	\$6,300.00	\$6,500.00	\$6,500.00
TOTAL SPECIAL CONFERENCE EXPENSES	\$7,689.00	\$14,500.00	\$13,346.00	\$17,000.00	\$17,000.00
REGISTRATION/MAILINGS					
Postage	\$875.00	\$1,000.00	\$46.00	\$1,000.00	\$1,000.00
Printing/Duplicating	\$4,327.00	\$5,000.00	\$5,424.00	\$5,000.00	\$5,000.00
Office Supplies	\$1,411.00	\$2,000.00	\$1,564.00	\$2,000.00	\$2,000.00
TOTAL REGISTRATION/MAILING EXPENSE	\$6,613.00	\$8,000.00	\$7,034.00	\$8,000.00	\$8,000.00
EXHIBITOR					
Security	\$578.00	\$500.00	\$2,966.00	\$500.00	\$500.00
Service	\$6,530.00	\$12,000.00	\$19,616.00	\$12,000.00	\$12,000.00
TOTAL EXHIBITOR EXPENSES	\$7,108.00	\$12,500.00	\$22,582.00	\$12,500.00	\$12,500.00
STAFF EXPENSES	\$8,940.00	\$12,000.00	\$13,466.00	\$12,000.00	\$12,000.00
OTHER					
Miscellaneous	\$506.00	\$5,000.00	\$3,753.00	\$5,000.00	\$5,000.00
Meeting Planner Services	\$27,360.00	\$27,400.00	\$29,400.00	\$27,750.00	\$27,750.00
Cancellation Insurance	\$1,424.00	\$1,500.00	\$1,482.00	\$1,500.00	\$1,500.00
Internet Café - High Speed Connections	\$5,650.00	\$6,000.00	\$4,500.00	\$10,000.00	\$10,000.00
TOTAL OTHER EXPENSES	\$34,940.00	\$39,900.00	\$39,135.00	\$44,250.00	\$44,250.00
TOTAL EXPENSES	\$387,560.00	\$479,700.00	\$467,938.00	\$482,050.00	\$482,050.00
NET INCOME	\$19,148.00	\$474.00	\$38,138.00	\$5,250.00	\$28,375.00



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
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Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item:

2015-2016 FGFOA Budget Amendment

Executive Summary, Explanation or Background Information on Request:

Attached please find the July 1, 2015-June 30, 2016 FGFOA Annual Budget amendment for review.

Recommended Action:

Approval of the July 1, 2015-June 30, 2016 FGFOA Annual Budget amendment

Jeannie Garner, Executive Director

August 20, 2015
Date

FLORIDA GOVERNMENTAL FINANCE OFFICERS ASSOCIATION, INC.

Budget for the Year Ending June 30, 2016

2015-2016 Revised 08/28/2015	2013-2014	2014-2015	2014-2015	2015-2016	2015-2016
	Actual 06/30/2014	Revised Budget 07/01/2014 - 06/30/2015 as of 04/2015	Actual as of 06/30/2015 (Unaudited)	Budget 07/01/2015 - 06/30/2016	Budget 07/01/2015 - 06/30/2016 - Revised 08/28/2015
REVENUES					
Membership Dues	98,315	97,000	99,190	97,000	97,000
Investment Income	1,309	1,500	1,403	1,500	1,500
Annual Conference	406,708	480,174	506,076	410,000	487,300
School of Governmental Finance	71,722	60,000	55,888	69,000	69,000
Leadership FGFOA	0	0	0	0	62,500
Pre-Conference Seminar	17,690	15,000	18,900	15,000	22,000
CGFO Fees	29,255	30,000	26,510	30,000	30,000
Miscellaneous Income	990	990	35	1,000	1,000
TOTAL REVENUES	625,989	684,664	708,002	623,500	770,300
EXPENSES					
Expenses related to training/education					
Conference Expenses	387,560	479,700	467,938	410,000	482,050
School of Governmental Finance	61,955	77,037	75,420	79,037	79,037
Leadership FGFOA	0	0	0	0	50,200
Pre-Conference Seminar/FSS/NASBA Fees	23,127	16,000	23,733	16,000	16,000
CGFO Printing & Mailing	288	500	69	500	500
CGFO March Review & rewrite	2,000	2,000	2,000	2,000	2,000
Total - Training Expenses	474,930	575,237	569,160	507,537	629,787
Standing Committees:					
Standing Committee Meetings	20	500	0	500	500
Membership Services Outreach (Student)	3,096	2,000	0	0	0
All Committee Mtgs @ Conference	5,994	6,000	6,538	6,000	6,000
Total - Standing Committees	9,110	8,500	6,538	6,500	6,500
Communication to Members					
Internet Homepage	102	102	0	100	100
Postage & Mailing	1,064	1,500	529	1,500	1,500
Printing & Duplicating	806	1,000	1,137	1,000	1,000
Total Communication to members	1,972	2,602	1,666	2,600	2,600
Professional Services:					
Florida League of Cities, Inc.	91,438	96,009	96,009	96,585	96,585
Auditor Fees	8,370	8,872	8,620	8,875	8,875
Total - Professional Services	99,808	104,881	104,629	105,460	105,460
Meeting Expenses:					
GFOA Reception	3,359	5,000	3,440	5,000	5,000
Board of Directors	8,237	8,500	8,002	8,500	8,500
Strategic Planning	783	2,000	1,361	2,750	2,750
GFOA Conference	2,274	4,000	3,403	5,000	5,000
Chapter visitation by officers	0	500	0	0	0
Total Meeting Expenses	14,653	20,000	16,206	21,250	21,250
Administrative Expenses:					
Insurance Expense	4,132	3,777	4,268	4,000	4,000
List Serve - ongoing fees	3,820	5,000	3,445	5,000	5,000
Filings & Registrations	61	61	61	61	61
Staff Travel	2,225	3,000	2,001	3,000	3,000
Miscellaneous Expense	4,691	6,000	3,597	6,000	6,000
Depreciation	283	500	490	500	500
Credit Card Terminal	15,212	15,000	15,414	15,000	15,000
Total - Administrative Expenses	30,424	33,338	29,276	33,561	33,561
TOTAL EXPENSES	630,897	744,558	727,475	676,908	799,158
Increase (Decrease) in Net Assets	(4,908)	(59,894)	(19,473)	(53,408)	(28,858)
Net Assets-Beginning of Period	225,034	220,126	220,126	200,653	200,653
Net Assets-End of Period	220,126	160,232	200,653	147,245	171,795

23,125 Additional \$25 increase (total of \$50)
194,920

MINIMUM NET ASSETS CHECK

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>Projected</i>	<i>Projected</i>
Net Assets Check								
	2009	2010	2011	2012	2013	2014	2015	2016
Operating Expenses	610,870	582,069	548,830	540,003	689,459	630,897	727,475	799,158
Average Three Year Expenses				556,967	592,764	620,120	682,610	719,177
Minimum Net Assets - Two months				92,828	98,794	103,353	113,768	119,863
Desired Net Assets - Four Months				185,656	197,588	206,707	227,537	239,726
Middle				139,242	148,191	155,030	170,653	179,794
Budgeted Fund Balance				288,901	225,034	220,126	200,653	171,795



Florida Government Finance Officers Association, Inc.
Board of Directors
2015-2016

Agenda Item Request

**2015-2016
BOARD OF DIRECTORS**

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Jonathan McKinney

Binh Nguyen

Shannon Ramsey-Chessman

Jamie Roberson

Marilyn Rosetti

Meeting Date: August 28, 2015

Title of Item:

Membership Update

Executive Summary, Explanation or Background Information on Request:

<u>Membership Paid</u>	<u>08/25/2015</u>	<u>06/02/2015</u>	<u>07/21/2014</u>
Active:	1,968	2,448	1,486
Associate:	260	363	192
Lifetime/Retiree:	27	30	35
Total	2,255	2,841	1,713

Recommended Action:

Jeannie Garner, Executive Director

August 25, 2015
Date

FGFOA List Serve Report June 1, 2015 thru August 19, 2015

List Name	List Title
 FGFOA-ACCOUNTINGAUDITING	FGFOA - Listserve - Accounting, Auditing & Financial Reporting (640 Subscribers)
 FGFOA-BUDGETING	FGFOA - Listserve - Budgeting (529 Subscribers)
 FGFOA-DEBTTREASURY	FGFOA - List - Debt & Treasury (670 Subscribers)
 FGFOA-FINANCIALADMINISTRATION	FGFOA - Listserve - Financial Administration (494 Subscribers)
 FGFOA-PERSONNELPAYROLL	FGFOA - Listserv - Personnel & Payroll (206 Subscribers)

Accounting & Auditing

Bid Service (2 messages)
 Cash drawer policy (1 message)
 Cloud Computing Compliance (1 message)
 CRA Dissolution (2 messages)
 Emergency Transport Fees (1 message)
 Ethics Policy (1 message)
 Financial Reporting (1 message)
 Fixed Asset Policy (3 messages)
 Public Parking decals Sales Taxable (1 message)
 Strategic Plan (3 messages)
 Travel / Flat tire on City business (13 messages)
 Audit Committee (9 messages)
 Bank of America Merrill Lynch Client Support Team (3 messages)
 Banking Interest and Fees (2 messages)
 Cell Phones (5 messages)
 City Revenue Estimates for State Revenues (1 message)
 e-payables (10 messages)
 Ethics Policy (1 message)
 F.S. 218.415 examination (3 messages)
 F.S. 218.415 Separation Examination Report (6 messages)
 Fiscal and Calendar Year End Payroll Procedures for SunGard Navilline (2 messages)
 FW: e-payables (1 message)
 Late and Penalty Fees for Utility Accounts (6 messages)
 Revenue collection/POS System (Recreation areas) (4 messages)
 Water & Sewer billing for renters (12 messages)
 Annual Fire Inspections (3 messages)
 Donating Excess Computers (3 messages)
 Impact Fee Loans (1 message)

Late and Penalty Fees for Utility Accounts (1 message)
Maintenance Management System (1 message)
Revenue collection/POS System (Recreation areas) (2 messages)

Budgeting

Capital Improvement Fund Budgeting policy/procedures (1 message)
Employee Health Insurance (12 messages)
FRS Rates (8 messages)
Budget Amendments after Adoption (1 message)
City of Fort Myers: Awarding a Contract & Amount of Budget in CIP (9 messages)
Constitutionals (3 messages)
CST new estimates from EDR (1 message)
Employee Raises/Bonuses/COLAs (17 messages)
Life Insurance and Long term Disability Increases (2 messages)
TRIM Clarification (5 messages)
"Four Tens" Work Week (2 messages)
Budget & Grants Analyst (1 message)

Debt & Treasury

Contingency contractor for Business Tax Receipts (1 message)
equipment lease (2 messages)
P3/PPP (1 message)
parking (1 message)
Money Market Portal (1 message)
Post-Issuance Disclosure Policy (2 messages)
Refunding/Refinancing Savings (5 messages)
section 108 loan (1 message)

Financial Administration

1099R 2014 forms (1 message)
Collection Agencies & Policies (1 message)
Collection of Receivables (5 messages)
Credit Card Service Fee (2 messages)
Davis-Bacon Compliance Monitors (2 messages)
equipment lease (2 messages)
Ethics Policy (1 message)
Meter Reading Contracts (1 message)
P3/PPP (1 message)
parking (1 message)
Public Service Tax Vs. Surcharge (3 messages)
RFP for BQ Financing (2 messages)

RFP Request (4 messages)
Fire Assessment Fee (4 messages)
RFQ/P For DC 401(a) Plant (2 messages)
RFQ/P for DC Plan (2 messages)
section 108 loan (1 message)
Travel Policies (3 messages)
Annual Fire Inspections (4 messages)
Delinquencies (1 message)
FW: Road Paving - Central Florida Area (1 message)
Request for proposals for External Audit Services (5 messages)
RFP/Q for Outside IT Support (4 messages)
Road Paving - Central Florida Area (1 message)

Personnel & Payroll

Comp time (8 messages)
Ethics Policy (1 message)
Human Resources Software (4 messages)
Accountant Position Description (3 messages)
Finance Position Information (3 messages)
Outsourced Payroll (12 messages)



Florida Government Finance Officers Association, Inc.

Leadership FGFOA Ad-Hoc Committee

2015-2016

2015-2016

CHAIR

Lee Huffstutler
Chief Accountant
City of Tampa
306 East Jackson
Tampa, FL 33602
813-274-7171
lee.huffstutler@tampagov.net

Meeting Date: August 28, 2015

Title of Item: Ad-Hoc Leadership Committee Update

The 2016 Leadership Program Application and a Program Narrative have been developed (see attached) and forwarded to FLC staff for distribution.

COMMITTEE MEMBERS

Mary Anderson-Pickle
Rip Colvin
Linda Davidson
Deborah Girard
Bob Inzer
Sarah Koser (Board Liaison)
Mary-Lou Pickles

Application. The Application is on schedule to be distributed and reviewed as follows:

1. Post Application online in August 2015
2. Applicant responses are due September 30, 2015
3. Committee scores the Applications by October 31, 2015
4. The Inaugural Class is announced at the School on November 4, 2015

An email blast explaining the class will be sent just before the Application is posted on the FGFOA website.

Program. The Program has been constructed to flow as follows:

1. Day 1 – It's About You
2. Day 2 – About Your Team
3. Day 3 – About Your Organization
4. Day 4 – About the Future
5. Day 5 – About the Broader Environment

Teachers have been confirmed and FLC staff are handling agreements. Two after-hour dinner speakers (for Monday and Tuesday) have been identified and confirmed (Michael Sittig and Martha Haynie). The FGFOA Board will host the after-hour dinner on Thursday night at an off-site location. The Board will also participate in the graduation ceremony Friday.

Marketing. Posters and postcards were distributed at the Annual Conference in June and follow-up emails were sent to Board and Committee Members and Local Chapter Officers.

On-going Schedule. The Committee will prepare to evaluate Applications and further hone the daily Program activities, including the Closing Ceremony.

Florida Government Finance Officers Association, Inc.
Leadership FGFOA Ad-Hoc Committee
2015-2016

Attachments:

1. Application
2. Program Narrative

Recommended Action:

Currently no action required.

Lee Huffstutler
Chair

August 28, 2015
Date



Florida Government Finance Officers Association, Inc.

2016 LEADERSHIP PROGRAM

April 4-8, 2016 • Orlando, Florida

Application Deadline: September 30, 2015

Announcing the New 2016 Leadership Program

In its continuing effort to support and enhance the capabilities of Florida's financial executives, the FGFOA is launching a new week-long Leadership Program. This program is the newest in a series of leadership-directed programs introduced by the FGFOA, including pre-seminar sessions at the Annual Conference, the former Executive Boot Camp, and the establishment of an Emerging Leaders Group.

The theme of the inaugural 2016 Leadership Program will focus on You, Your team, Your organization, and Your interaction with the broader governmental environment. This focus will allow for a robust and rewarding, career-changing week for Florida's current and future financial leaders.

The 20 to 25 individuals chosen for this inaugural Leadership Program will make an impact on their organizations, the FGFOA and the financial leadership of Florida.

PROGRAM SYNOPSIS

Who: The 2016 Leadership Program is geared toward senior and junior, current and emerging leaders. Enrollment is limited to 20 to 25 participants.

What: The 2016 Leadership Program is a five-day rigorous program covering a variety of leadership topics, including Workplace & Compliance Training, Communication Skills & Media Relations, Management and Supervisory Skills, Leadership Development, and more.

When: The 2016 Leadership Program is being held April 4-8, 2016. Applications are attached. The Application submission deadline is September 30, 2015. Participant selection will be announced at the 2015 FGFOA School of Governmental Finance on November 4, 2015.

Where: The 2016 Leadership Program is being held in Orlando. Lodging will be provided at the Embassy Suites Downtown and daily sessions will occur at the hotel, local agency offices, and other locations.

How: The FGFOA Board is bringing in high-level academic and professional teachers and trainers to provide a robust training opportunity, supplemented with after-hour events and meetings with local government officials and others. The program is rigorous and participation selection is competitive.

Why: The FGFOA Board recognizes the need to continue to develop LEADERS, both for its member agencies and for the FGFOA. The expectation is that the 2016 Leadership Program will be a career-changing event for participants and a significant enhancement to financial leadership talent in the state.

BEFORE THE PROGRAM BEGINS – FEBRUARY 2016

Approximately one month before the program begins, participants will be required to complete a personal DISC profile. This personality profile will be reviewed in advance of the program by the instructor and will be one of the initial topics of discussion when the program starts on April 4, 2016.

SUNDAY, APRIL 3, 2016

Participants will arrive in Orlando. Lodging for five nights, Sunday through Thursday, is provided within the Registration Fee. Participants are required to lodge in the program hotel.

MONDAY, APRIL 4, 2016

DAY ONE • It's About You

The Program will take the participants through a broad array of leadership topics, starting with the participants personally (It's About You), and moving through to their teams, their organizations, the broader environment, and the future on subsequent days.

Teacher: *Miriam (Mimi) B. Hull*, Ph.D., President of Hull & Associates

Day One – It's About You – begins in the morning with a discussion of Successful Leadership and a comparison of Management versus Leadership, followed by a discussion on Leadership & Communication. After lunch, the DISC profiles will be reviewed. The day will end with a discussion on Perfecting Listening and Communications Skills.

After class has finished for the day, the participants will convene to share dinner (meals are included in the Registration Fee) and hear a guest speaker from a local government agency.

TUESDAY, APRIL 5, 2016

DAY TWO • About Your Team

On the second day, the program will continue with Dr. Hull covering a variety of leadership topics, including Relationship & Teambuilding, Handling Stressful Situations, Coaching & Mentoring, The Price of Being a Good Leader (work/life balance), and Personal Goal-setting.

Teacher: *Miriam (Mimi) B. Hull*, Ph.D., President of Hull & Associates

After class has finished for the day, the participants will convene to share dinner (meals are included in the Registration Fee) and hear a guest speaker from a local government agency.

WEDNESDAY, APRIL 6, 2016

DAY THREE • About Your Organization

On the third day, the venue will change. Participants will walk or be shuttled to the offices of a local agency and begin the day with discussions on Ethics & Integrity (personal leadership and establishing a culture of ethics), followed by training on Conducting Effective Meetings and Facilitation Skills. The day will close with a discussion on Labor Law.

Teachers: *Mark Toombs*, President of Training Edge (leadership topics); *J. Lenora Bresler*, J.D., Bresler Training, LLC (labor law)

After class has finished for the day, the participants will convene to share dinner (meals are included in the Registration Fee) and hear a guest speaker from a local government agency and tour a local facility.

THURSDAY, APRIL 7, 2016

DAY FOUR • About the Future

On the fourth day, the participants will again walk or be shuttled to a local agency facility where the program will focus on future-thinking topics, including Team Skill Development, Succession Planning, Strategic Planning, Project Management, Goal Setting and Facilitating Change.

Teacher: *Ben Green*, Director of the Florida Center for Public Management

On the last night of the program, the participants will convene to share dinner (meals are included in the Registration Fee) with the FGFOA Board of Directors at an off-site location.

FRIDAY, APRIL 8, 2016

DAY FIVE • About the Broader Environment

Participants will begin the fifth and final day back at the host hotel learning about Media Relations, Presentation and Public Speaking Skills (including limited microphone interview simulations), along with Crisis and Conflict Resolutions Skills.

Teacher: *Annetta Wilson*, President of Annetta Wilson Media Training & Success Coaching

After the day's sessions have been completed, there will be a Closing Ceremony. FGFOA President Barry Skinner and the FGFOA Board will present the participants with Certificates of Completion.

SPEAKER/TEACHER BIOS

Barry Skinner

President FGFOA, Deputy Director of Finance and Accounting, Orange County Comptroller's Office

Mr. Skinner has been with the Orange County Comptroller's Office since April 1985. He has been an active member of the FGFOA having served as chairman of the Certification, Technical Resources, Career Development, School of Government Finance, and Webinar Committees. He has taught many courses for the FGFOA and moderated at many FGFOA conferences and Schools. Mr. Skinner received a B.S.B.A. from the University of Central Florida, was licensed as a Certified Public Accountant (C.P.A.) in 1992, as well as a Certified Government Finance Officer (C.G.F.O.) in November 1996, and a Certified Public Finance Officer (C.P.F.O.) in June 2001. He is a member of the AICPA, FICPA, GFOA, FGFOA and a charter member of the Central Florida Chapter of the FGFOA.

Miriam (Mimi) B. Hull, Ph.D.

President of Hull and Associates

Dr. Hull is a fully Licensed Psychologist and a recognized authority in the areas of Team Building, Communication, Leadership, Board Development, Change Management, Strategic Planning, Time and Stress Management, and Personality Insights. Dr. Hull is currently featured on Fox 35 TV News speaking on workplace issues and has also been featured on 96.5 FM WDBO and 540 WFLA AM radio in Orlando, Florida. She is also well-known for her "*Human Resources and Corporate Couch*" articles and her sole authorship section on Assessment in *The Encyclopedia of Human Resource Management* (2012). Dr. Hull earned her Doctorate in Counseling Psychology with a Doctoral minor in Management. She holds many assessment certifications and licenses including: MBTI (Myers Briggs), DISC, CCL, 20/20 organizational, and 360 survey systems. Dr. Hull is very active in the Central Florida community, serving on various Boards and winning awards for her service. She currently serves on the Board of Trustees for the Orlando Regional Chamber, Aspire Health Partners and is the past President of the Junior League of Greater Orlando.

Mark Toombs

President of Training Edge

Mr. Toombs is a lead facilitator for corporate and organizational development programs with the UCF Division of Continuing Education. Mr. Toombs brings over 19 years of specialized services in training design, facilitation and consulting to include: management, leadership, customer service, sales, and more. He also provides motivational and keynote speaking services, including a statewide summit where he explored career obstacles and helped participants develop strategies to achieve success by examining fundamental questions that challenged their existing mindset. Mr. Toombs has designed and facilitated training programs and workshops, as well as provided consultation services for business clientele throughout the U.S. Mr. Toombs is a high-energy, captivating and successful presenter whose true passion is in professional development.

SPEAKER/TEACHER BIOS CONT.

J. Lenora Bresler, J.D., SPHR, ASC

Bresler Training, LLC

Ms. Bresler is a powerhouse of enthusiasm and insight. In her presentations, you get plenty of substance along with a good helping of “fun.” Graduating from law school at age 20, she is an attorney, a certified senior human resource professional, a professional public speaker in the National Speakers Association, is a GSI, graduate of the Speakers Institute, and holds an advanced speaker certificate. She operates Bresler Training, a corporate keynoting and training business. Her specialties are leadership, motivation, change, and conflict resolution. Ms. Bresler has given thousands of presentations and keynote addresses to every kind of audience imaginable and is known for her energetic and humorous speaking style. She was the first executive director of the nationally-acclaimed Polk Works Workforce 2020 project, dedicated to educating employers in workforce trends. In addition to teaching Law at the University of South Florida and all modules of the Human Resources Certification courses at Valencia Enterprises, Ms. Bresler was the long-time host of her own law and politics talk radio program for a Fox-affiliate radio station. She is a Bible teacher, formerly with her own religious radio program, an actress, and singer. She co-authored the books *Mission Possible* with Steven Covey and Brian Tracy and the *Best of the Best*. She is the editor of the motivational book *Jump Starts* by Tim Richardson. Her newest book is *Instant Insight*.

Ben Green

Director of the Florida Center for Public Management

Ben Green is the Director of the Florida Center for Public Management and is responsible for overall management of the Center, including marketing, staffing, scheduling, and contract management. Prior to becoming the Director, Mr. Green was a Senior Management Trainer for FCPM for many years. He has an extensive background in training and consulting for public and private sector organizations. He is also a professional writer who has written four non-fiction books: *Finest Kind*, *The Soldier of Fortune Murders*, *Before His Time*, and *Spinning the Globe*. He has also served as primary consultant on a half dozen documentaries and TV broadcasts based on his books. Mr. Green received his B.A. from Brandeis University and his M.A. from Florida State University.

Annetta Wilson

President of Annetta Wilson Media Training & Success Coaching

Her expertise is in media training, presentation and communication skills coaching for executives, entrepreneurs and subject-matter experts. Annetta is the creator of ‘7 Secrets to Becoming a Media Magnet’ (how to make the media your marketing machine) and ‘You’ve Got Less Than 15 Seconds. Impress Me!’ (how to attract clients and grow your business from ‘hello’). She is known for her high-energy, highly interactive workshops and trainings! Ms. Wilson has coached on-air journalists at CNN; coached for Walt Disney World’s Ambassador Program and I.T. specialists; and conducted trainings for executives at AAA, Tupperware Brands, Inc., and Citigroup, among others. During an award-winning career in the broadcast industry, she worked as a television news anchor, reporter, producer, talk show host and writer. Ms. Wilson also held management positions in the broadcast industry as a community affairs director and marketing director. Ms. Wilson was national emcee for the Office Depot Success Strategies Conference for Businesswomen in six major U.S. cities. She is one of 8 coaches featured in the book, ‘*Coaching for Success*’ (Insight Publishing); she is a Premier Coach for eWomen Network, the complete success system for businesswomen in North America, and is a member of the International Association of Coaching. She serves on the boards of directors of Give Kids the World and BETA Center. She is a Summa cum Laude graduate of Florida A&M University. Ms. Wilson is a Certified Master Coach and Certified Trainer. She publishes an online newsletter called, ‘*For Success*’. Her complimentary report, ‘*Three of the Biggest Mistakes People Make in Public Speaking*’, is available at her web site, www.SpeakWithEase.com.

SPEAKER/TEACHER BIOS CONT.

Martha Haynie, CPA

Orange County Comptroller

Ms. Haynie took office in January 1989. During her tenure, Ms. Haynie's office has saved tens of millions of dollars through her oversight of county spending, careful monitoring of the county's investments, and audits of county operations. Ms. Haynie makes serving the citizens her top priority, focusing on quality service and striving to make information easily available to the public. Ms. Haynie is active in civic and professional organizations. In 1998 she was named the Outstanding CPA in Government by the Florida Association of CPAs; the University of West Florida gave her its Outstanding Alumnus Award in 2008; and she received the Summit Award from the Women's Resource Center in 2009. Ms. Haynie graduated with honors from the University of West Florida with a degree in Accounting, and is a Florida Certified Public Accountant.

Michael Sittig

Executive Director Florida League of Cities, Inc.

Mr. Sittig is the Executive Director of the Florida League of Cities. In this position which he has held since 1995, he also serves as Administrator for the Florida Municipal Insurance Trust; the Florida Municipal Construction Insurance Trust; the Florida Municipal Investment Trust; the Florida Municipal Pension Trust Fund; and the Florida Municipal Loan Council.

Prior to being appointed Executive Director, Mr. Sittig served as Assistant Executive Director from 1981 until 1995. From 1979 until 1981, he was Assistant City Manager for the City of West Palm Beach, Florida.

Mr. Sittig is a 1978 graduate of Florida State University with a B.S. in Government/Business. Having served in many Board and leadership positions throughout the years, he currently serves as the Secretary for the Citizens for Home Rule and as a member of the Board of Directors of the NLC Mutual Reinsurance Company.

FREQUENTLY ASKED QUESTIONS

1. **Does the Program qualify for CPE?** The intent of the training is not aimed at qualifying for CPE credit per se, but some aspects of the program will be eligible. Currently, the coursework will qualify for approximately 34 hours of behavioral (BEH) and 2 hours of technical business (TB) continuing education.
2. **Why is lodging mandatory?** Lodging is mandatory because some participants living in the local vicinity may be tempted to not participate in scheduled after-hour events and because some governmental agencies may frown on having local participants pay for lodging. The Board and Committee have designed the Program to allow participants to be completely focused on the event.
3. **What is the cost?** The Registration Fee is \$2,500.
4. **What do the costs include?** The Registration Fee is designed to cover all costs (training, materials, personality profile, lodging, food, etc.) other than the transportation to and from the host hotel at the beginning and end of the Program.
5. **Isn't the cost too high?** No, the Board and Committee reviewed the costs of the program and compared it to other similar programs. Given that all costs are included (except transportation to the venue), such as training, materials, personality profile, food, lodging, etc., the Board and Committee consider the price, while higher than typical FGFOA events, to be of significant value.
6. **Will there be a certificate of completion?** Yes, the Board and Committee want the Certificate to represent the accomplishments of the participants. We expect the Program, and the Certificate which acknowledges completion of the Program, to be something everyone is proud to acknowledge and display.

LEADERSHIP FGFOA PROGRAM APPLICATION

Date Submitted: _____

SEE LEADERSHIP BROCHURE FOR APPLICATION REQUIREMENTS.

PERSONAL DATA

Name (First, Middle Initial, Last): _____

Office Phone: _____ Cell Phone: _____

Current Government Employer: _____ Job Title: _____

Business Address: _____

Business Email Address: _____

EDUCATION: *University(ies), College(s), Advanced Degree(s) and/or Specialized Training*

<i>Name, City & State of Institution</i>	<i>Dates (From)</i>	<i>Dates (To)</i>	<i>Degree</i>	<i>Major</i>

Certifications and Designations (List): _____

Activities, Leadership Positions Held, Special Honors and Awards Received **During School Years:**

EMPLOYMENT *(Last 10 years only)*

A) Current Government Employer

Name: _____

Address: _____

Job Title: _____ Years In Position: _____ Years Employed There: _____

Job Duties: _____

B) Previous Positions

Name: _____
Address: _____
Job Title: _____ Years In Position: _____ Years Employed There: _____
Job Duties: _____

Name: _____
Address: _____
Job Title: _____ Years In Position: _____ Years Employed There: _____
Job Duties: _____

Name: _____
Address: _____
Job Title: _____ Years In Position: _____ Years Employed There: _____
Job Duties: _____

C) What do you consider your highest career achievement?

D) FGFOA/GFOA Affiliations

FGFOA Member? ☐ Yes ☐ No

Member Since: _____

<i>FGFOA Committees, Ad Hoc, Other</i>	<i>Positions Held/Assignment (If applicable)</i>	<i>Period of Service</i>

Chapter Member? ☐ Yes ☐ No

Chapter Name: _____

Chapter Involvement (List any activities): _____

E) Other Business/Professional Affiliations

<i>Name of Group</i>	<i>Positions Held/Assignment (If applicable)</i>	<i>Period of Affiliation</i>

COMMUNITY INVOLVEMENT

(List, in order of importance to you, up to three community, civic, religious, political, government, social, athletic or other activities of which you have been a member. Do not include business/professional activities. Do not attach a separate list.)

<i>Organization</i>	<i>Dates of Affiliation</i>	<i>Assignment/Position</i>	<i>Average Hours/Month</i>

OTHER**A) Leadership Positions Held (Job Related, Civic, Charitable, etc.)**

Entity: _____ Position: _____

Duties: _____

Entity: _____ Position: _____

Duties: _____

Entity: _____ Position: _____

Duties: _____

B) Awards Received (Job Related, Civic, Charitable, etc.)

Award: _____

Received From: _____

Purpose: _____

Award:_____

Received From:_____

Purpose:_____

Award:_____

Received From:_____

Purpose:_____

GENERAL INFORMATION

1. What are your career goals and how will this educational program facilitate your achievement of these goals?

2. What specific skills/knowledge do you hope to gain from your participation in Leadership FGFOA?

3. What contribution do you feel you could make to the program?

PROFESSIONAL REFERENCES *(Company sector preferred and one must be an active FGFOA member.)*

Contact/Government/Title:_____

Address, City, State, Zip:_____

Phone:_____ Email:_____

FGFOA Member?: ☐ Yes ☐ No

Contact/Government/Title:_____

Address, City, State, Zip:_____

Phone:_____ Email:_____

FGFOA Member?: ☐ Yes ☐ No

Contact/Government/Title:_____

Address, City, State, Zip:_____

Phone:_____ Email:_____

FGFOA Member?: ☐ Yes ☐ No

LETTER OF RECOMMENDATION

A letter of recommendation from an active FGFOA member is required and must be attached to the application.

EMPLOYER COMMITMENT

This applicant has the approval and full support of our organization. We understand that this includes the time required to participate in the program and that all participants must stay in the designated lodging to fully participate in evening sessions and professional activities.

Name/Title: _____ Firm/Organization: _____

Signature: _____ Date: _____

APPLICANT COMMITMENT

I understand the purpose of the Leadership FGFOA program and, if selected, will devote the time and resources necessary to complete the program. I understand that to graduate, a participant must attend the entire 5-day program. Participants who do not meet the 5-day training requirement will not graduate from the program. If applicable, I have my employer's support as indicated above. I understand that even though emergencies do arise, no portion of the tuition shall be refunded. I agree to be bound by the above commitments by signing this application.

I recognize that this is a 5-day program and that certain activities and events will be held in the evenings. In order to fully participate, all participants must stay in the designated lodging from Sunday evening through Thursday night. Classes will be held through Friday. Early departures are not allowed.

Applicant Signature: _____ Date: _____

☐ **Check box to acknowledge that letter of recommendation from an active FGFOA member is attached.**

Method of Payment: _____ Cost: _____



**Florida Government Finance Officers Association
Certification Committee
2015-2016**

Agenda Item Request

2015-2016

CHAIRPERSON

Karen Keith, CGFO
Accounting Supervisor
City of Tampa
306 E. Jackson St.
Tampa, FL 33602
(813) 274-7291
Karen.Keith@ci.tampa.fl.us

BOARD LIAISON

Jamie Roberson

COMMITTEE MEMBERS

Jeremy Baker
Dee Dee Beaver
Teri Butler
Alton "Rip" Colvin
Mark Crain
Sondra D'Angelo
Marie Elianor
Teresa Gould
Sarah Graber
Sharon Harding
Uyen Le
John Lege
Linda Logan-Short
Jacob Manimala
Cheryl Miller
Robert J. Miller
Matt Misco
Johnna Morris
Larry Napier
Mary Lou Pickles
Diane Reichard
Colleen Scott
Lorrie Simmons
Scott Simpson
Kathy Stracuzzi
Kelly Strickland

Meeting Date: August 28, 2015

**Title of Item: Update on Accomplishments for the
Certification Committee**

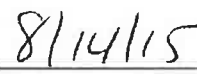
To provide an update of the accomplishments to date:

1. We updated our Policies and Procedures Manual
2. We set up 4 subcommittees with chairs; very enthusiastic group
— nice mix of seasoned and new members
3. We have approved 7 CGFO applications
4. We have 4 of 5 instructors lined up for Fall tests and we have
several volunteers to shadow/aid the instructors in order to "groom"
more instructors
5. All 5 tests are being reviewed for grammatical errors for Fall
exam
6. All 5 tests are being reviewed/rewritten for obsolete and
"tricky" questions for either the Fall or Spring exam
7. Cheryl Miller wrote a spotlight article for CGFO of the Year,
Jeremy Baker, for the upcoming newsletter
8. Submitted a committee update for the upcoming newsletter

Recommended Action: N/A



Karen Keith



Date



**Florida Government Finance Officers Association
Certification Committee
2015-2016**

Agenda Item Request

2015-2016

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Meeting Date: August 28, 2015

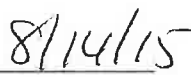
**Title of Item: Approval to do a survey specifically
targeted to the candidates registered for the CGFO Fall exam.**

This survey is to determine the best time, location, mechanism (live/webinar or both), etc. for the potential Spring review. A survey was done for the entire FGFOA membership last year, but the committee feels that a directed survey is needed for the people who may actually attend the spring review and/or review by webinar sessions.

Recommended Action: Approve



Karen Keith



Date



**Florida Government Finance Officers Association
Certification Committee
2015-2016**

Agenda Item Request

2015-2016

CHAIRPERSON

Karen Keith, CGFO
Accounting Supervisor
City of Tampa
306 E. Jackson St.
Tampa, FL 33602
(813) 274-7291
Karen.Keith@cfc.tampa.fl.us

BOARD LIAISON

Jamie Roberson

COMMITTEE MEMBERS


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Diane Reichard
Colleen Scott
Lorrie Simmons
Scott Simpson
Kathy Stracuzzi
Kelly Strickland

Meeting Date: August 28, 2015

**Title of Item: Approval to reimburse expenses for
books/materials needed to conduct the CGFO review/rewrite
from the funds budgeted for CGFO March Review & Rewrite.**

**Approval to reimburse volunteers from the CGFO March
Review & Rewrite Expense who are reviewing/rewriting the test
exams for the purchase of books/reading materials needed for the
review/rewrite. Propose this is contingent upon whether or not
FLC or FGFOA already has books available. Also, propose these
books/materials should be returned to FLC library or some other
central location when review is completed.**

Recommended Action: Approve



Karen Keith



Date



**Florida Government Finance Officers Association
Certification Committee
2015-2016**

Agenda Item Request

2015-2016

CHAIRPERSON

Karen Keith, CGFO
Accounting Supervisor
City of Tampa
306 E Jackson St.
Tampa, FL 33602
(813) 274-7291
Karen.Keith@ci.tampa.fl.us

BOARD LIAISON

Jamie Roberson

COMMITTEE MEMBERS

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Meeting Date: August 28, 2015

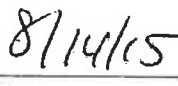
**Title of Item: Approval to set up meeting for more
guidance on the CGFO Review by Webinar initiative.**

**Approval to set up a meeting with Jeannie, Merrily, FLC IT
representative(s), Jamie, Marie Elianor, Jeremy Baker, and
myself in order to receive more guidance for the review by
webinar – subcommittee is not sure what direction to go.**

Recommended Action: Approve



Karen Keith



Date



Florida Government Finance Officers Association

Conference Host Committee

2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Kristopher Shoemaker
Chief Financial Officer
Orange County Convention Center
9860 Universal Boulevard
Orlando, FL 32819

BOARD LIAISON

Binh Nguyen

COMMITTEE MEMBERS

Joanna Agin
Patricia Barthlow
Laurie Campbell
Mary Ann Davis
Stephanie Edwards
Ian Evans-Smith
Mark Fostier
Deavon Lance
Robin McGowan
Khandyce Mosely
Nanette Melo
Hazel Mendez
Larry Napier
Tameka Otto Stewart
Jacob Peacock
Kurt Petersen
Ann Marie Ricardi
Lacy Smith-Castillo
Fernand Thomas
Patricia Williams
Jody Young

Meeting Date: August 28, 2015

Title of Item: Conference Host Committee Update

Executive Summary:

The Conference Host Committee is please to advise the Board of their progress so far. The following tasks are within our scope and the status of each is listed.

Theme & Logo: Theme set as “ Volunteers For FGFOA “
Logo in Process

President Reception: Have several locations to review with staff

Golf: In Process

Sunday Activities: In Process

Association Night: In Process

Hospitality Suite: In Process

Opening Session: Orange County Comptroller Martha Haynie

Emerging Leader: In Process

Tuesday Night Event: Board selected CityWalk, contract being reviewed

Transportation: Sent RFPs to 3 transportation companies

Recommended Action:

Request any guidance from Board for areas of improvement and budgetary figures to ensure we are within spending limits.

Kristopher S. Shoemaker

Kristopher Shoemaker

August 14, 2015

Date



Florida Government Finance Officers Association
Conference Program Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Mike Gomez

Audit Supervisor
Florida Auditor General
111 West Madison Street
Tallahassee, FL, 32399
(850) 412-2895
mikagomez@aud.state.fl.us

Meeting Date: August 28, 2015

Title of Item: Conference Program Committee Status Report

BOARD LIAISON

Marilyn Rosetti

COMMITTEE MEMBERS

Michelle Blackstock
Bernadette Britz-Parker
Natalee Camoesas
Yvonne Clayborne
Jim Cooke
Thomas Cox
Frank DiPaolo
Christine Divito
David Flatt
Brett Friedman
Kate Grangard
Andrew Laflin
Jeff Larson
Hazel Mendez
Larry Napier
Kent Olson
Jacob Peacock
Gerry Peebles
Pamela Ramkalawan
Alan Ricafort
James Rizzo
Ted Sauerbeck
Colleen Scott
Bill Spinelli
Bob Tessier
Bill Underwood
Patricia White
Queen Woods


Mike Gomez


Date

The conference program committee for the 2016 FGFOA Annual Conference is progressing nicely. At its first committee meeting, held June 15th at the 2015 Conference in Hollywood, the committee established its subcommittees, identified subcommittee chairs, and assigned members to the various subcommittees. The subcommittees and their respective chairs are:

Frank DiPaolo, City of Lighthouse Point - Accounting, Auditing, and Financial Reporting

Bill Spinelli, City of Leesburg - Budget, Economics, and Financial Planning

David Flatt, City of Sarasota - Policy, Leadership, Strategic Planning, Personnel and Technology

Kent Olson, City of Tallahassee - Banking, Investment, Risk, Treasury Management, and Debt Management

Bill Underwood, Town of Loxahatchee Groves - Pre-conference

The subcommittees have been meeting to discuss and identify session topics and potential speakers for their respective tracks. At our conference call on August 10th, each of the subcommittee chairs shared the status of their subcommittee's work, which was used to update the master program schedule (attached).

Florida Government Finance Officers Association
Conference Program Committee
2015-2016

Agenda Item Request

Over the next six weeks, subcommittee chairs and their members will work on fine-tuning the titles, topics, session dates and times, and securing speakers. A second conference call with the subcommittee chairs is scheduled for September 24th.

The recommended program schedule will be presented to the FGFOA Board at the November meeting in Palm Beach Gardens. If you have any suggestions, thoughts, ideas, or concerns, please email me at mikegomez@aud.state.fl.us

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Sunday 06/12/16 1:00 PM to 2:40 PM	Title: GASB Update Topic: This session will include a general update on future pronouncements and proposals affecting state and local government. Speaker: David Bean, Governmental Accounting Standards Board	Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:
Sunday 06/12/16 3:00 PM to 4:40 PM	Title: GASB Hot Topics Topic: This session will include the latest news from GASB and provide answers to address public confusion on current pronouncements. Speaker: David Bean, Governmental Accounting Standards Board	Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Monday 06/13/16 8:30 AM to 10:00 AM	Opening Ceremony	Opening Ceremony	Opening Ceremony	Opening Ceremony	
Monday 06/13/16 10:20 AM to 12:00 PM	Title: Local Government Accountability Update Topic: Auditor General update on local issues pertaining to Local government. Speaker: Marilyn Rosetti, Audit Manager, and Derek Noonan, Audit Supervisor, Florida Auditor General	Title: Topic: Community Budgeting Speaker: Darren Gray, City Manager, City of Clermont	Title: Topic: Lean Process Techniques Speaker: TBA, James Moore, CPAs and Consultants	Title: Topic: Speaker:	

**2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando**

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Monday 06/13/16 1:30 PM to 3:10 PM	Title: Accounting Complexities Facing Local Governments Topic: This session builds on previous sessions providing answers to a series of hypothetical questions that present complex accounting and financial reporting issues facing many Florida governments of varying size and structure. The presentation will help expand your knowledge base of various GASB standards and related authoritative guidance through various simulated problems and solutions. Speaker: Andrew Laffin, CPA, Principal Clifton Larson Allen	Title: Topic: Cost Allocation Speaker: Keith Frazier, Manager, Maximus	Title: Topic: Labor Law for Government Professionals Speaker: Michael Roper, Bell & Roper	Title: Topic: Speaker:	

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Monday 06/13/16 3:30 PM to 5:10 PM	Title: Pensions and Post-Employment benefits: GASB 68 - Review of the First Year of Mandatory Reporting and Disclosures and discussion of new OPEB reporting standards (Yvonne/Frank) Topic: This session will provide a basis for the required disclosures under GASB 68, and discuss the steps some have taken to implement, and further discuss the impact on specific local government financials. It will also review and discuss GASB 67 reporting and how it has been implemented. Steps to ensure solid reporting going forward. In addition, this will cover the new OPEB reporting standards that will be implemented in the coming years and provide a basis for the new reporting. Speaker: TBD - one auditor, one actuary, someone from FRS?	Title: Topic: This session builds on a previous session regarding workers compensation / heart bill impact. Speaker: David Lodwick, Director of Trust Services, Florida League of Cities	Title: Creative Uses of Existing Technologies II Topic: This session builds on a previous session on how the downturn in the economy drove many organizations to do more with less, especially when it came to purchasing technology. This session will highlight how organizations have extended the life of existing systems, created short term solutions to defer large expenditures, and developed ways to deploy technology. Cybersecurity. Speaker: Louis Boglioli, City of Stuart, and TBA, Crowe Horwath		
5:30 PM to 6:20 PM	Placeholder for "Emerging Leaders" session. Possible speaker may be Mayor Gillum, City of Tallahassee. Jamie Roberson to develop.				

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Tuesday 06/14/16 8:00 AM to 9:40 AM	Title: Best Practices for an Effective Year-End Closing Process (Andrew) Topic: Discussion of the year-end closing process and typical deficiencies that can delay or extend the external audit. Focus on best practices, including leveraging existing technology in the financial system, generating meaningful reports, and steps to take to ensure the government is audit-ready. Speaker: TBD - one auditor and one local government practitioner	Title: Topic: Speaker:	Title: Topic: Story of one local government's major strategic change in technology. Speaker: Frank DiPaolo, Finance Director, City of Lighthouse Point, and TBA, IT Consultant	Title: Topic: Speaker:	

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Tuesday 06/14/16 10:00 AM to 11:40 AM	Title: Integrating IT into the Audit Process (Natalee) Topic: With the increased use of information technology in the public sector and resulting data thefts that have occurred, this session focuses on how auditors integrate information technology testing procedures into their audit process. It will discuss the skills and expertise necessary as well as efficiencies that can be gained by auditing through the system instead of around the system. It will discuss the risks and importance of cyber security in today's digital world and demonstrate ways that your internal control policies and procedures can be designed to reduce risks related to information technology. Finally, it will address common issues & challenges in testing IT controls, including user level controls and Speaker: Andrew Weidenhamer, Manager, Brett Friedman, Partner, McGladrey	Title: Topic: Financial Planning Speaker: TBA, Fiduciary First	Title: Topic: Review of the "Cadillac Tax" final regulations and tax forms (if issued). Deals with assessments of medical plans by 2018 that will hurt the public sector. Speaker: TBA	Title: Topic: Speaker:	

2016 FGFOA Conference Program
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Tuesday 06/14/16 2:00 PM to 2:50 PM	Title: Award Winning CAFRs (Group) Topic: Discussion of the criteria for the excellence in financial reporting award, provide examples of CAFRs that go above and beyond the basic criteria, using innovative reporting software and other technology to prepare and develop an award winning report. Speaker: Donna Collins, CPA, President, Milestone Professional Services	Title: Topic: Speaker:	Title: Topic: How to communicate financial information to citizens. Speaker: TBA, Opengov.com, and TBA, local government	Title: Topic: Speaker:	

**2016 FGFOA Conference Program
June 11-15, 2016, Mariott World Center Orlando**

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Tuesday 06/14/16 3:10 PM to 4:50 PM	Title: Steps to Minimize Fraud (Alan) Topic: This session will provide an overview of the basic internal control structure, and discuss how to best implement in small, medium, and large governments. Also include discussion of IT controls related to accounting information and how to prevent manipulation. Speaker: Bill Blend, CPA, CFE, Moore Stephens Lovelace	Title: Topic: Economic and Market Update. Possible speaker - Amy Baker, Office of Economic & Demographic Research, Florida Legislature Speaker: Kate Chandler, Mel Hamilton, and Julie Hughes, Chandler Asset Management	Title: Topic: Current landscape of employee benefits. Including the Affordable Care Act (ACA). Speaker: Kate Grangard, Gehring Group	Title: Topic: Speaker:	

**2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando**

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Wednesday 06/15/16 8:00 AM to 9:40 AM	Title: Getting the Most from Your Cost Allocation Plan (Frank) Topic: Provide overview of a standard cost allocation plan, purpose, benefits, different funds, grants, etc. Explain different mechanisms that can allow for an effective CAP, and include examples from real government entities. Speaker: TBD - consultant from a firm that does CAPs, possibly a local government practitioner	Title: Topic: Special Assessments and Alternative Revenue Sources. Possibly include Revenue Diversification. Speaker: Camille Tharpe, Sandi Melgarejo, and Jeff Rackley, Government Services Group, Inc.	Title: Topic: OPEB changes due to GASB Statement Nos. 74 and 75. Speaker:	Title: Topic: Speaker:	

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Wednesday 06/15/16 10:00 AM to 11:40 AM	Title: Yellow Book and Single Audit Update (Yvonne) Topic: Speaker: Bruce Nunnally, Partner, Carr Riggs & Ingram	Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:	

Note: 200-minute FICPA Ethics course on Wednesday morning, separate from regular schedule

Still need to fill
Class not required
All requirements met
Additional Information required

2016 FGFOA Conference Program
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Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Saturday 06/11/16 8:00 AM to 9:40 AM			Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:
Saturday 06/11/16 10:00 AM to 11:40 AM			Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:

2016 FGFOA Conference Program
June 11-15, 2016, Marriott World Center Orlando

Date & Time	Accounting, Auditing, and Financial Reporting	Budget, Economics, and Financial Planning	Policy, Leadership, Strategic Planning, Personnel, and Technology	Banking, Investment, Risk, Treasury Management, and Debt Management	Pre-Conference
Saturday 06/11/16 1:00 PM to 2:40 PM			Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:
Saturday 06/11/16 3:00 PM to 4:40 PM			Title: Topic: Speaker:	Title: Topic: Speaker:	Title: Topic: Speaker:



Florida Government Finance Officers Association
Legislative Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

David Keller
Chief Financial Officer
City of Weston
17200 Royal Palm Blvd.
Weston, FL 33326
(954) 385-2000
dkeller@westonfl.org

BOARD LIAISON

Shannon Ramsey-Chessman

COMMITTEE MEMBERS

Jennifer Alvarez
Michele Ennis
Michael Florio
Sharon Fox
Nicole Jovanovski
Macciano Lewis
Leslie Moyer
Mary Pendleton-Brown
Ted Sauerbeck
April Shuping
Darrel L. Thomas
Anthony Webber

Meeting Date:

Title of Item:

Executive Summary, Explanation or Background Information on
No formal report

Recommended Action:

David Keller

Date



Florida Government Finance Officers Association, Inc.

Member Development Committee

2015-2016

2015-2016

CHAIR

Cindy Kelley
Chief Financial Officer
City of Ocala
110 SE Watula Ave.
Ocala, FL. 34471
(352) 629 – 8374
ckelley@ocalafl.org

BOARD LIAISON

Jonathan McKinney

COMMITTEE MEMBERS

Tarin Bachle
Frank DiPaolo
Ingrid Gaskin-Friar
Michael Gauci
Craig Horner
Jennifer Howland
Sena Mitchell
Mark Parks Jr.
Lacy Smith-Castillo

Meeting Date: August 28, 2015

Executive Summary, Explanation or Background:

The Board adopted some changes for the Membership Development Committee this year. Below is a recap of those changes and why:

The name of the committee was changed to Member Development Committee. The thought was we have plenty of members (numbers), but we need to focus on engaging the members more.

We eliminated the Mentorship and scholarship programs. We will still reach out to attract students to consider government finance careers, but not for membership to the FGFOA.

We added several new duties to the committee:

- The ACE awards evaluation is now a responsibility of this committee
- Increase member engagement (biggest challenge and area for success) Some ideas given to accomplish these objectives
 - o Better utilize social media to connect with members
 - o Increase member participation on committees
 - o Increase voter participation % (start with this year as a base)
 - o Increase participation on webinars (although current participation is pretty good)

We look forward to an exciting and successful year!

Recommended Action:

August 19, 2015

Cindy Kelley

Date



Florida Government Finance Officers Association
School of Governmental Finance
Committee
2015-2016

2015-2016

CHAIRPERSON

Melissa "Missy" Licourt
Budget Manager
St. Johns River Water Management
District
PO Box 189
Orange Springs, FL 32134
(386) 312-2332
mlcourt@sjrwmd.com

BOARD LIAISON

Nicole Gasparri

COMMITTEE MEMBERS

Steven Alexander
Mark Ben-Asher
Eddy Castaneda
Eileen Clark
Jennifer Desrosiers
Benjamin Finkelstein
Ingrid Gaskin-Friar
Lisa Gladdue
John Grady
Cecilia Guerrero
Marilyn Hively
Greg James
David Jang
Jeffrey Kern
Jeffrey Larson
Bert Martinez
Larry Napier
Olga Rabel
Pamela Ramkalawan
Ann Marie Ricardi
Lorrie Simmons
Fernand Thomas
Elizabeth Walter-Ebersole
Connie Wolfe

Agenda Item Request

Meeting Date: August 28, 2015

Title of Item: 2015 School of Governmental Finance

Executive Summary, Explanation or Background Information

The suggested theme for the 2015 School of Governmental Finance is
"AMP IT UP! ACCOMPLISH! MEET! PARTICIPATE!"

For the Beginning Boot Camp, we have secured Dr. Lynda Dennis
for both days. This will allow for 16 hours of A&A CPE to be earned
over the two days.

Attached for your review is the proposed schedule with speakers for
the 2015 School of Governmental Finance.

Recommended Action

Approval of the theme "AMP IT UP! ACCOMPLISH! MEET!
PARTICIPATE!" for the 2015 School of Governmental Finance.

Approval of the Beginning Boot Camp as outlined above.

Approval of the schedule and speakers for the 2015 School of
Governmental Finance.

Missy Licourt

Missy Licourt

08-14-2015

Date

AMP IT UP! Accomplish! Meet! Participate!

2015 SCHOOL OF GOVERNMENTAL OF FINANCE

Day	Start	End	Track	Session Level	Class	Description	Speaker, Designations, Title, Agency/Vendor
Monday 11/02/15	8:00 AM	9:40 AM	Accounting & Financial Reporting	Basic / Intermediate	Introduction to Governmental Accounting	The School of Governmental Finance-Accounting and Audit track is a key to the education of government accountants. Topics covered will include the governmental chart of accounts, double entry accounting, fund accounting, interfund activities, encumbrances, revenue, receipts and disbursements and capital assets.	Brent Thurmond and Greg James, Wakulla County Clerk of the Court
Monday 11/02/15	8:00 AM	9:40 AM	Treasury & Debt	Basic / Intermediate	Banking E-Commerce	Join us to find out what the latest trends and strategies are for Banking E-Commerce.	Chris Arrington, Technical Consultant - SunTrust E-Commerce
Monday 11/02/15	10:00 AM	11:40 AM	Accounting & Financial Reporting	Basic / Intermediate	Real-life Cases Studies in Fraud	Fraud in governmental entries continues to be on the rise. This session will look at some recent fraud statistics and fraud schemes perpetrated on or by government employees. We will so review real-life case study examples of fraud schemes to highlight details of how, when, where and what cause these frauds to occur.	Christine Dever Homack, CPA/CFF, CFE, Accountabilities Consulting Services, LLC Certified Public Accountants and Consultants
Monday 11/02/15	10:00 AM	11:40 AM	Budget	Basic / Intermediate	Priority Based Budgeting	How and why do we set priorities? Learn how to evaluate all functions and programs of the government to select the most important to the attainment of service goals and objectives to be pursued in the forthcoming fiscal year.	Trina Pulliam, Traininnovations
Monday 11/02/15	1:00 PM	2:40 PM	Treasury & Debt	Basic / Intermediate	Economic Indicators	Have you kept up with the latest investment portfolio management strategies? Let our Public Treasurers explain all of the updates and forecasts!	Sharon Stark and David Jang, CTP, CPPT, Senior Vice President and National Director/Client Advisory Services
Monday 11/02/15	1:00 PM	2:40 PM	Budget	Basic / Intermediate	Indirect Cost Allocation	Although direct cost methods will always be favored for charging of expenses, the General Fund and other funds provides services to other funds and even other entities that could be reimbursed. This course will show options for designing a systematic and rational basis for allocating indirect costs.	Mark Rewolinski, Vice President, Maximus Consulting
Monday 11/02/15	3:00 PM	4:40 PM	Accounting & Financial Reporting	Basic / Intermediate	Best Practices-Preparing for your External Audit	Some of the questions that will be answered in this class are: What is an external audit and why is it significant? What are the responsibilities of the auditor and what are the responsibilities of Management? How can you be prepared for your audit?	Kellie Hendricks Connell, CPA, Union County Clerk of the Circuit Court & Comptroller
Monday 11/02/15	3:00 PM	4:40 PM	Financial Management & Leadership	Basic / Intermediate	Creating the Gap	Identify the gap between you and being the extraordinary leader you want to be. In the session you will get to delve into the elements that the leader of an organization needs to embody. You will be able to identify what your strengths are and where there is a gap, knowing we always have room for growth. This interactive session will allow you to identify what is missing that could develop you as the future, Finance Director, CEO or City Manager. What is your gap?	Nicole Gasparri, Boca Raton, Florida

AMP IT UP! Accomplish! Meet! Participate!

2015 SCHOOL OF GOVERNMENTAL OF FINANCE

Day	Start	End	Track	Session Level	Class	Description	Speaker, Designations, Title, Agency/Vendor
Tuesday 11/03/15	8:00 AM	9:40 AM	Accounting & Financial Reporting	Basic / Intermediate	Intermediate Governmental Accounting	Do you need to focus on financial reporting? Come learn how transactions are reported in external financial statements as required for state and local governments.	Justin Stankiewicz (Alan Nast - possible co-speaker), Nassau County BOCC
Tuesday 11/03/15	8:00 AM	9:40 AM	Budget	Basic / Intermediate	Trim	The State of Florida governs the timeline and method for Cities and Counties to adopt their budget. Non compliance can spell real trouble for your community. This presentation will guide you through the state laws, the timelines, and the pitfalls to avoid.	Trim - Kent Olson, Deputy Treasurer-Clerk, City of Tallahassee
Tuesday 11/03/15	10:00 AM	11:40 AM	Accounting & Financial Reporting	Basic / Intermediate	The Grant Life Cycle	Are grants part of your work day? Learn about the key components from beginning to end for someone just beginning to learn about grants. How do you find grants? What is Program Design? How do you strategically plan for grants? What are the Components of a Grant Application? What types of records are required for grants? What is a Grant Desk Audit/Site Review and how do you prepare? What is a Single Audit? Various accountability, planning and compliance topics will be covered.	Cherrise Wilks, MPA and Delidre M. Joseph, MBA, City of Tampa, Dept. of Revenue & Finance and City of Tampa Police Department
Tuesday 11/03/15	10:00 AM	11:40 AM	Treasury & Debt	Basic / Intermediate	Local Government Investments Roundtable	City, County, Special District; Investment pools and government advisors; managers of various funds. Come learn, from a panel of experts, why they like what they like and invest how they invest!	Jeff Kern, Treasury Officer, Sarasota County; Diane Reichard; Darell Thomas, ACM, City of Weston (Moderator)
Tuesday 11/03/15	1:00 PM	2:40 PM	Financial Management & Leadership	Basic / Intermediate	Disaster Readiness - Before, During, and After	Florida is the perfect opportunity for emergencies to happen and the public often depends on their local government to take care of it. Like it or not, how a disaster is handled will often reflect on the government where that disaster hit. Topics covered will include training of staff, setting appropriate reserve levels, working with the appropriate building department on construction standards and infrastructure stability, use of finance staff during a disaster, communications, crisis management, procurement of clean up services, FEMA intervention, and managing rebuilding efforts.	Richard "Todd" Kerkering, CEM, CFM, FPEM Emergency Manager City of Sarasota Sarasota Police Department
Tuesday 11/03/15	1:00 PM	2:40 PM	Accounting & Financial Reporting	Basic / Intermediate	A Walkthrough of the new GASB Pension Standards	Let's focus on the key provisions of GASB's two new pension-related standards: Statement No. 67, <i>Financial Reporting for Pension Plans</i> and No. 68, <i>Accounting and Financial Reporting for Pensions</i> . Discussion will also include classification of pensions and the plans through which pensions are provided, changes to the measurement of employer pension liabilities and pension expense and the impact of the involvement of non employer entries on employer accounting and finance reporting.	John Gilbero CPA, Cherry Bekaert
Tuesday 11/03/15	3:00 PM	4:40 PM	Budget	Basic / Intermediate	Budget Book Presentation	Are you aware of the essential elements of your budget book and its presentation? Transparency, Communication and Organizational Design!	Melanie D. Purcell, CPFO
Tuesday 11/03/15	3:00 PM	4:40 PM	Financial Management & Leadership	Basic / Intermediate	IT Security For Your World	Let's face it, IT is the fastest growing segment in the world today and with this session, you will discover the strategies, best practices and innovative solutions to address today's challenges in cyber security.	Caryn Reiter, Maxis360, Sales Executive

AMP IT UP! Accomplish! Meet! Participate!

2015 SCHOOL OF GOVERNMENTAL OF FINANCE

Day	Start	End	Track	Session Level	Class	Description	Speaker, Designations, Title, Agency/Vendor
Wednesday 11/04/15	8:00 AM	9:40 AM	Accounting & Financial Reporting	Basic / Intermediate	OMB Uniform Grant Guidance	Are you aware of the key changes to grant administration provisions, Single Audits, cost principles, and the indirect cost process? We want to help you better understand how the changes will impact state and local governments. After attending this session you will be able to better understand how the changes will affect your Single Audit and use the changes in the cost principles to avoid questioned or disallowed grant costs.	Andrew Laffin, CPA, Principal, Assurance and Advisory Services, Clifton Larson Allen LLP
Wednesday 11/04/15	8:00 AM	9:40 AM	Treasury & Debt	Basic / Intermediate	Current Municipal Market	Are you ready to enter the ever changing Municipal Debt Market arena? Come and explore the current conditions and evolving trends in the municipal debt market, marketing and bond financing and bond counsels.	James Glover and Jeremy Nledfeldt, PFM
Wednesday 11/04/15	10:00 AM	11:40 AM	Financial Management & Leadership	Basic / Intermediate	Financial Transparency for the Informed Public	Obtaining buy-in and trust from your local constituents may be a challenge, but some governmental entities have made it look easy. The public expects financial transparency to go beyond the basics and provide them information they can use in a way they will easily understand.	Pete Lear, Finance Director, City of North Port, FL
Wednesday 11/04/15	10:00 AM	11:40 AM	Treasury & Debt	Basic / Intermediate	Social Security	Do you have questions about Social Security? Whether you are interested as an individual or an entity we want to help you learn how to determine when to draw benefits. We also want to show you the latest in deferred comp., DROP and IRA wealth transfer.	Michael Carignan, CFP, CRPC Financial Advisor - James Moore & Co. Certified Public Accountants and Consultants
Wednesday 11/04/15	1:00 PM	2:40 PM	Accounting & Financial Reporting	Intermediate /Advanced	Local Government Accountability Update	What's new Auditor General and Department of Financial Services? Join us and you will find out!	Derek Noonan/Marilyn Rosetti, State of Florida Auditor General, Department of Financial Services
Wednesday 11/04/15	1:00 PM	2:40 PM	Financial Management & Leadership	Intermediate /Advanced	Is Anyone Listening?	Have you ever found yourself saying "they have a communication issue," or "if only they would communicate." One of the biggest road blocks when working with others, or interacting with others is communication. Making sure others understand what you have said, and you understand what is being said and not said is paramount in any situation. If you have ever experienced that people don't listen, or that you can't get a word in, this workshop is for you. In this workshop you will take a deeper look at your communications and listening skills. No matter how effective you are as a communication this workshop is for you.	Nicole Gasparri, Boca Raton, Florida
Wednesday 11/04/15	3:00 PM	4:40 PM	Budget	Intermediate /Advanced	Future Sustainability 5 Year Report	A budget is usually for one year, sometimes two, but is that long enough? Three different sustainability reports and their presentation will be discussed by our expert panel. If you are wondering why this is important, its because decisions made today will affect your agency's future. See how differently the recession/depression could have been managed, if agencies had planned out five years.	David Keller, Moderator Panelists - Frank DiPaolo, Finance Director, City of Lighthouse Point Laura Reece, Assistant Budget Manager, City of Fort Lauderdale Darrel Thomas, Assistant City Manager/Chief Operating Officer, City of Weston
Wednesday 11/04/15	3:00 PM	4:40 PM	Accounting & Financial Reporting	Intermediate /Advanced	Making Sense of Deferred Inflows and Outflows of Resources	Since Concept Statement No. 4, <i>Elements of Financial Statements</i> , GASB has applied the new elements to a number of transactions including derivative, service concession arrangements and pensions. This session will address, why the Board established the deferral elements, specific application of deferrals and related disclosure and the effect of deferrals on net position and fund balance.	Laura Krueger Brock CPA/CFF, CFE, CVA, CBIZ MHM, LLC

AMP IT UP! Accomplish! Meet! Participate!

2015 SCHOOL OF GOVERNMENTAL OF FINANCE

Day	Start	End	Track	Session Level	Class	Description	Speaker, Designations, Title, Agency/Vendor
Thursday 11/05/15	8:00 AM	9:40 AM	Financial Management & Leadership	Intermediate /Advanced	Utility Infrastructure Financing	One aspect of Florida living is indisputable: growth will continue and when it comes, communities must be able to afford the infrastructure necessary to serve those populations. In addition, many communities are facing the need to replace aging infrastructure. This session will focus on various traditional and innovative utility financing alternatives to meet both short- and long-term capital requirements. Utility best financial management practices and steps that can be taken to help a utility look its best to third parties such as credit rating agencies and lending institutions will also be discussed.	Ryan Manta, CBAC, Supervising Consultant, Public Resources Management Group, Inc.
Thursday 11/05/15	8:00 AM	9:40 AM	Accounting & Financial Reporting	Intermediate /Advanced	Preparing Financial Statements Efficiently and Effectively	Everyone is requiring governments to "speed up" the process of preparing and releasing audited financial statements, preparer are always looking for new ways to more efficiently prepare their annual financial statements. This session will highlight some practical suggestions preparers use to shorten time frames normally necessary for the preparation of annual financial statements. The focus will be on developments in financial statement preparation software packages, work that can be done before year end and tips and tricks used by efficient and effective preparers.	Paul A. Guzinski, Shannon Crouch, Christine Divito and Cormac Conahan, Clerk & Comptroller, Palm Beach County
Thursday 11/05/15	10:00 AM	11:40 AM	Budget	Intermediate /Advanced	Performance Measurement and Benchmarks	The GFOA and practical guidance suggests that you are what you measure. This in-depth discussion about performance measures will delve into the math and psychology of performance measures, and give practical guidance to help you create meaningful measuring tools.	David Goldman, City of Miramar
Thursday 11/05/15	10:00 AM	11:40 AM	Treasury & Debt	Intermediate /Advanced	"Exceling @ Bonds"	Do you want to excel in Excel? From formulas to pivot tables, you will learn how to maneuver in excel! (Laptop or iPad with Excel Strongly Encouraged)	Kevin Webbe, Cantor Fitzgerald
Thursday 11/05/15	1:00 PM	1:50 PM	Accounting & Financial Reporting	Intermediate /Advanced	Internal Control: A COSO Framework Update	The new COSO framework including accompanying documents on Internal control over financial reporting and illustrative tools for implementation were released in May 2013. In this session we will provide an overview of the COSO framework and the 2013 revision, discuss how the COSO framework is applied through the GAO's Green Book and offer an auditors view point on how the changes will impact the audit approach going forward.	Cathy Jackson CPA, Miami-Dade County
Thursday 11/05/15	1:00 PM	1:50 PM	Budget	Intermediate /Advanced	Participatory Budgeting	Do you wish to have or do your citizens wish to be involved in the preparation of your budget? Is your agency looking into it? Are your residents demanding it? Come find out everything you need to know about participatory budgeting!	Francine Ramaglia, Assistant City Manager, City of Delray Beach
Thursday 11/05/15	2:00 PM	2:50 PM	Accounting & Financial Reporting	Intermediate /Advanced	Governmental Accounting Standards Update	Get up-to-date on what is happening in the governmental accounting standards-setting environments. This class will include a overview of recently issued technical pronouncements, discuss ongoing current technical and research projects as well as introduce what you might expect going forward.	Jack Reagan, CPA, CGFM, Grant Thornton
Thursday 11/05/15	2:00 PM	2:50 PM	Budget	Intermediate /Advanced	It's Expensive, But It Is Part of the Capital Budget	Defining capital versus repair is an issue accountants deal with on a regular basis. This class will review and discuss what is capital, what should be capitalized, and how to put this in writing for all your departments users.	Peter Lear, Finance Director, City of North Port 951-429-7119
Thursday 11/05/15	3:00 PM	4:40 PM	Treasury & Debt	Intermediate /Advanced	Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB) Update	Changes, changes, changes! Learn about what changing with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB). This update will include the new municipal financial advisor rules and how it impacts financing with bankers/underwriters/investments.	Jeff Larson, Larson Consultants
Thursday 11/05/15	3:00 PM	4:40 PM	Financial Management & Leadership	Intermediate /Advanced	Improving Long Term Fiscal Sustainability	Focusing on long term issues is difficult in the government world, but a necessary part of the health of the overall system. Governments may focus on what is going to directly affect the pocketbooks of the constituency and may not always focus on the issues that can affect long-term sustainability. This session will help you understand the factors affecting long-term sustainability and how to get support for your initiatives from stakeholders and elected officials.	Stacie L. Mason, SPHR, HR Director, City of Sarasota Human Resources Department

AMP IT UP! Accomplish! Meet! Participate!

2015 SCHOOL OF GOVERNMENTAL OF FINANCE

Day	Start	End	Track	Session Level	Class	Description	Speaker, Designations, Title, Agency/Vendor
Friday 11/06/15	8:00 AM	9:40 AM	Budget	Intermediate /Advanced	Making the Budget Document Easy to Understand	Did you know there are three different approaches to the budget document, all complying with GFOA standards? Come and find out what they are! Are you enhancing your presentation with graphs, crosswalks, charts and pictures, well you should be and this is your opportunity to learn why!	Francine Ramaglia, Assistant City Manager, City of Delray Beach
Friday 11/06/15	8:00 AM	9:40 AM	Financial Management & Leadership	Intermediate /Advanced	Maximizing Your Investment Recovery Strategy	As a government agency, you are trying to get the most for your tax payer's dollar. One way to maximize your tax payer's dollar is to purchase surplus used, but fleet-maintained vehicles, furniture, electronics and equipment. Another way to maximize your tax payer's dollar is to liquidate your own surplus property. Come learn from the leaders of this little-known operational option, the masters of this "Thrift Shop" right here in Palm Beach County! Though run by a government agency, this unique merchandising operation is run more like a retail store. Learn how to set up similar operations, what are the best practices, what standard operating procedures and legalities need to be worked through and how to bring it to your community.	Angelo DiPierro, Manager, Robert Colon, Fixed Asset Specialist, Fixed Assets Management Office, Palm Beach County
Friday 11/06/15	8:00 AM	9:40 AM	Ethics Part 1		CPA Ethics Seminar (Additional Registration Required)	Ethics are a must in governmental accounting. This interactive course will guide the student through the laws and requirements CPAs face in the government sector.	FGFOA to provide
Friday 11/06/15	10:00 AM	11:40 AM	Accounting & Financial Reporting	Intermediate /Advanced	Financial Reporting for the New Pension Standards	Let's focus on the required Financial Reporting changes resulting from GASB 67 and 68, including implementation issues related to transitioning to the new statements. The class will also cover new or modified pension plan disclosures, revisions to note disclosures and required supplementary information. The class will be for both FRS and non-FRS governmental entities.	Garry Green and Jim Rizzo ASA, EA, FCA, MAAA, Florida Department of Management Services/ Gabriel, Roeder, Smith & Company
Friday 11/06/15	10:00 AM	11:40 AM	Treasury & Debt	Intermediate /Advanced	Keeping Your Investments Safe	Are you concerned about keeping your agency's investments safe? Cyber fraud, cyber crime and identity theft need to be discussed!	Andy Goh, Vice President, Information Risk Lead Data Security Standards and Compliance, Chase Paymentech; Lee Heath, Vice President, Information Risk Manager, Chase Paymentech
Friday 11/06/15	10:00 AM	11:40 AM	Ethics Part 2		CPA Ethics Seminar (Additional Registration Required)	Ethics are a must in governmental accounting. This interactive course will guide the student through the laws and requirements CPAs face in the government sector.	FGFOA to provide



Florida Government Finance Officers Association
Technical Resources Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Donna Wright, CGFO

Accountant IV

City of Leesburg

PO Box 490630

Leesburg, FL 34749

(352) 728-9786 x1428

donna.wright@leesburgflorida.gov

BOARD LIAISON

Ken Burke

COMMITTEE MEMBERS

Michelle Blackstock

Barbara Boyd

James Braddock

Melissa Burns

Charles Carr

James Halleran

Ron Harring

Jennifer Howland

Alan Jowers

Larry Napier

Derek Noonan

James Rizzo

Stephen Scheel

Kevin Stork

Mark White

Meeting Date: Friday, August 28, 2015

Title of Item: Technical Resource Committee

Another busy year is shaping up with three GASB EDs already on the list!

The committee's first draft response to GASB's Exposure Draft (ED)

Accounting for Financial Reporting for Certain External Investment

Pools has been submitted to the Board for discussion and approval.

Submission deadline for this ED is Monday, August 31, 2014. The

other two are due September 18 and October 2. All drafts can be accessed:

<http://www.gasb.org/jsp/GASB/Page/GASBSectionPage&cid=1175804830991>

The Basic Government Resource Manual has been edited and revised with the help of several TRC members. Because this is such a large document, it is available for review at the following address:

http://www.fgfoa.org/Assets/Files/Hide%20Spot/Basic_Government_Resource_Manual_2015.docx

Several committee members and Board members participated in the conference call with Mr. J. Ben Watkins, Director of Florida Division of Bond Finance. Thank you for your interest. I have posted information about the call in our committee report in the September newsletter with hyperlinks to the handouts he shared to prepare for the call.

Recommended Action:

Approve the Basic Government Resource Manual to be posted on the FGFOA website.

Acceptance of this report.

Donna Wright

Donna Wright

August 17, 2015

Date



Florida Government Finance Officers Association
Webinar Committee
2015-2016

Agenda Item Request

2015-2016

CHAIRPERSON

Susan Nabors, CPA
Assistant Finance Director
City of West Palm Beach
401 Clematis Street
West Palm Beach, FL. 33401
(561) 822-1342
SNabors@wpb.org

BOARD LIAISON

Kimball Adams

COMMITTEE MEMBERS

Angela Balent
Frank DiPaolo
Brandy Ferris
Kate Grangard
Linda Logan-Short
Andrew Thompson
Linda Vining

Meeting Date: August 28, 2015

Title of Item: Report to Board

The Committee developed the Tentative Webinar Schedule with a total of 8 webinars over the course of the next year. Members selected webinars to coordinate and moderate.

A conference call was held on July 27th to discuss the process to those who could not attend the FGFOA Annual Conference and to answer any questions.

The Webinar Committee conducted a webinar in July "Legislative Update & Changes to Police and Firefighters Pension Law", with 353 attendees.

The Webinar Committee conducted a webinar in August "IRS Affordable Care Act Reporting", with over 400 registered attendees.

Recommended Action: Request approval of tentative webinar schedule for the fiscal year.

Susan Nabors

Susan Nabors

August 19, 2015

Date

FGFOA Webinars

DATE	TOPIC	CPE	SPEAKER	MODERATOR	SPEAKER LOCATION	AUDITED ATTENDEES
August 18, 2011	Investment Topic #1: Traditional Investment Choices and Emerging Alternatives	TB	Steven Alexander & David Jang	Rob Garner	FLC Orlando	341
September 14, 2011	Investment Topic #2: Safety, Liquidity and Yield in a Low Interest Rate Environment	TB	Dustin Heintz & James Womack	Rob Garner	FLC Orlando	354
October 13, 2011	Investment Topic #3: How to Manage Your Investments and F.S Responsibilities from a Small to Medium Government's Perspective	TB	Jeff Larson & Mark Mason	Steven Chapman	FLC Orlando	265
December 1, 2011	New Accounting and Auditing Standards Affecting State and Local Governments	AA	Lynda Dennis	Rob Garner	FLC Orlando	529
December 15, 2011	Investment Topic #4: The Current Market for Treasury Management & Your Cash Flow Modeling	TB	Mitchell York & Jeff Huenink	Rob Garner	All Remote	237
January 26, 2012	Priority Driven Budgeting: An Alternative to Incremental Budgeting	TB	Steven Chapman	Rob Garner	All Remote	441
February 16, 2012	Pension Reform	TB	Chris Lyons, Jim Linn & James Rizzo	Rob Garner	All Remote	477
March 8, 2012	"Employment Tax Updates & Common Audit Issues"	TB	Sheree Cunningham	Rob Garner	All Remote	453
April 25, 2012	Audit General Update	AA	Anita Marlowe & Beau Brooks	Rob Garner	Tallahassee	542
July 24, 2012	Legislative Update	TB	Davin Suggs & Amber Hughes	Steven Chapman	Tallahassee	378
August 22, 2012	Investing Fl. Public Funds	TB	Scott Prickett, Glenn Scott, Julie Hughes & David Jang	Steven Chapman	Orlando	434
October 25, 2012	GASB Update	AA	William Blend	Barry Skinner	All Remote	484
December 13, 2012	Payables (1099 Reporting) and W2 Preparation	TB	Fernando Echevarria	Barry Skinner	All Remote	415
January 24, 2013	Costing Government Goods and Services	TB	Dr. Clifford McCue	Steven Chapman	All Remote	377
February 14, 2013	Legislative Policy Statements and Update	TB	David Keller & Kent Olson	Barry Skinner	All Remote	336
March 14, 2013	U.S. & Florida Economic Update	TB	Sean Snaith, Ph.D	Barry Skinner	All Remote	373
May 16, 2013	Audit General Update	AA	Beau Brooks & Mike Gomez	Barry Skinner	Tallahassee	427
July 18, 2013	Fair Labor Standards Act	TB	William Roy Richardson	Barry Skinner	Tallahassee	315
August 15, 2013	Update on Health Care Reform	TB	Clay Austin and Michael Jones	Dave Keller	All Remote	382
October 17, 2013	Revenue Estimating	TB	Robert McKee	Dave Keller	All Remote	348
December 19, 2013	Budgeting	TB	Todd Bond	Dave Keller	All Remote	361
February 20, 2014	It's a Matter of Interest	TB	Cutwater Asset Management	Dave Keller	All Remote	351
March 20, 2014	Leadership	TB	Don Vickers	Dave Keller	All Remote	369
April 29, 2014	Municipal Bond Market Update	TB	Jay Glover, David More PFM Group	Dave Keller	All Remote	284
June 19, 2014	Variable Annuity Plans	TB	Don Fuerst, Jim Rizzo	Dave Keller	All Remote	246
July 17, 2014	The New SEC MA Rule	TB	John Cross, Peg Henry, Alexandra MacLennan, Ben Watkins	Dave Keller	All Remote	398
August 19, 2014	Implementation of an ERP System	TB	K. Adam Glover	Dave Hardison	All Remote	312
October 30, 2014	Performance Measures and Benchmarking	TB	Susan Boyer	Dave Hardison	All Remote	447
December 18, 2014	GASB's New Pension Standards	AA	Garry Green	Binh Nguyen	All Remote	316
February 19, 2015	Budgeting Basics	TB	Michael Perry	Binh Nguyen	All Remote	486
March 19, 2015	Leadership	BEH	Nicolle Gasparri	Binh Nguyen	All Remote	401
April 16, 2015	Internal Control over Financial Reporting	AA	Israel Gomez and Marc Grace	Binh Nguyen	All Remote	495
May 19, 2015	Municipal Bond Market Update	TB	Julie Santamaria, Erik Dingwall and James Kelly	Binh Nguyen	All Remote	346
July 30, 2015	Legislative Update & Changes to Police and Firefighters Pension Law	TB	Amber Hughes, Davin Suggs and Kraig Conn	Binh Nguyen	All Remote	353
TOTAL						13,073

OTHER BUSINESS

- **NEXT MEETING** Wednesday, November 4, 2015 PGA National Resort, Palm Beach Gardens