



Florida Government Finance Officers Association, Inc.

Meeting of the Board of Directors

Friday, June 12, 2015

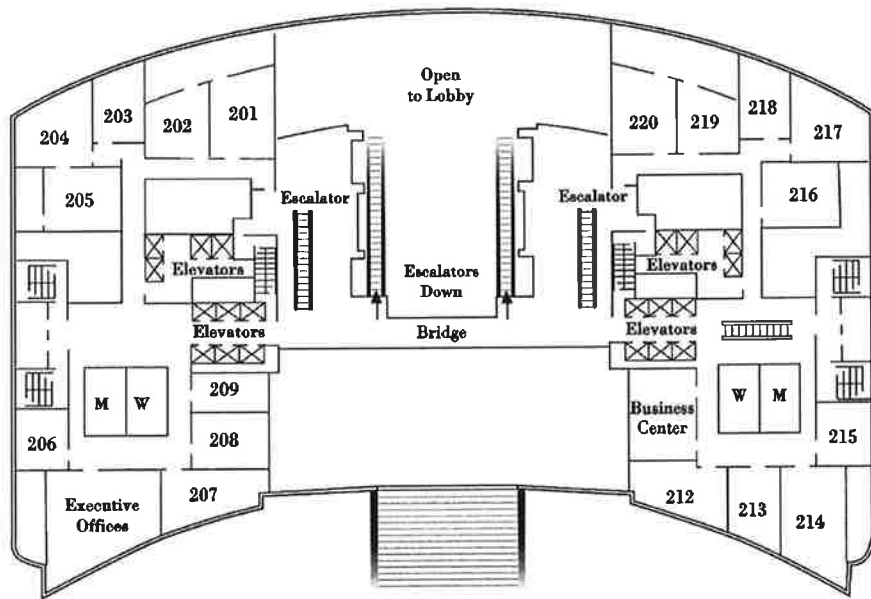
Lunch and Meeting: 12:00 p.m.

Diplomat Resort & Spa

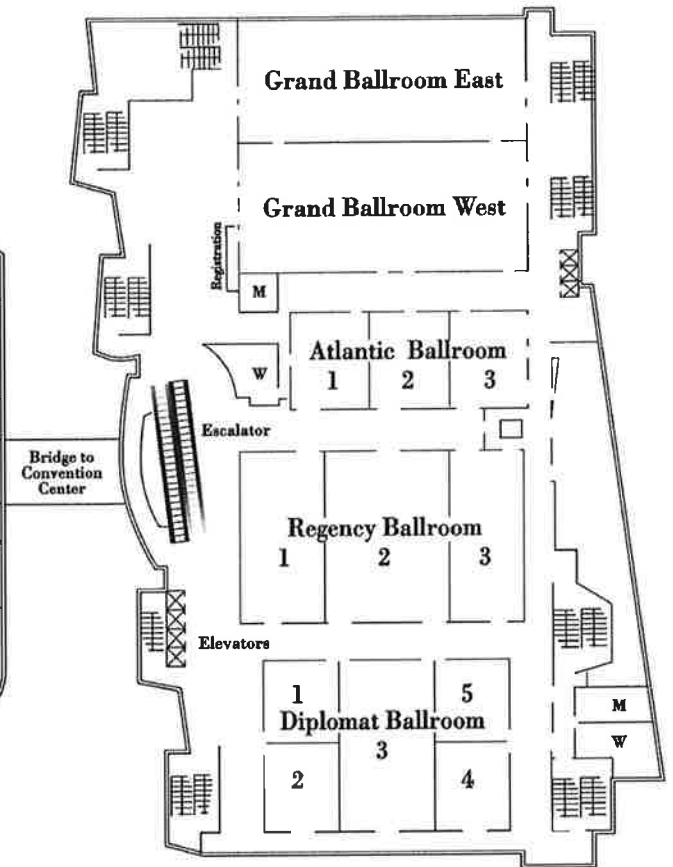
Room 214

Second Floor Hotel Meeting Space

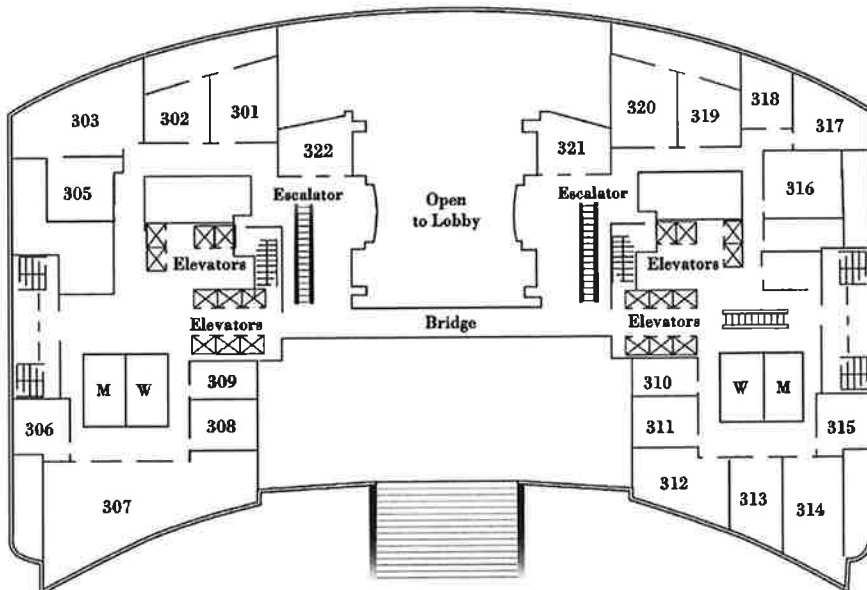
Second Floor Hotel
Breakout Meeting Space



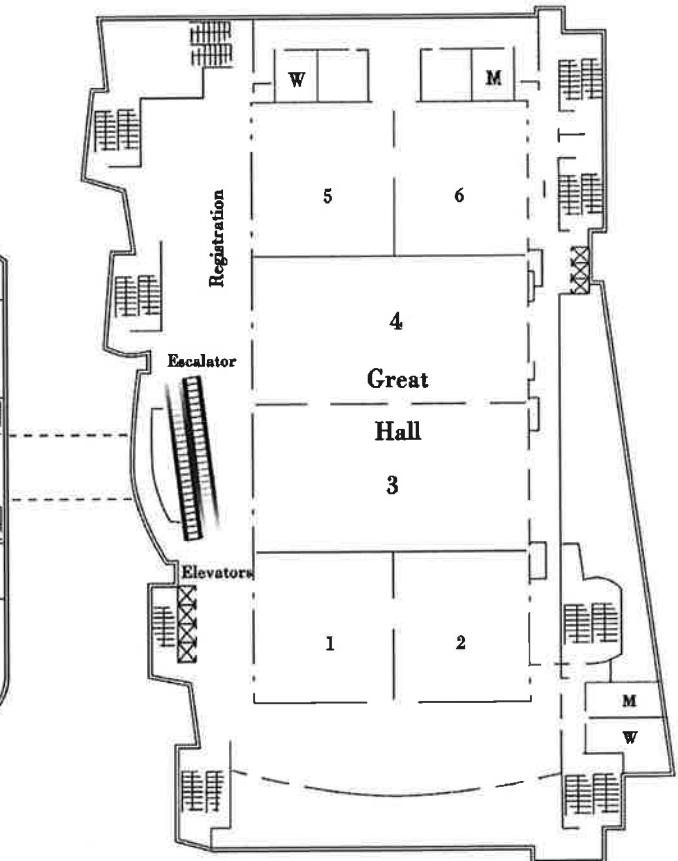
Grand Ballroom Level



Third Floor Hotel
Breakout Meeting Space



Great Hall Level



ATTENDANCE – FGFOA BOARD OF DIRECTORS MEETING

June 12, 2015

| | | | | <u>PRESENT</u> | <u>NOT PRESENT</u> |
|---|----------------------------|----------------------------|----------------------------|----------------|--------------------|
| <u>OFFICERS</u> | 1st Term | 2nd Term | 3rd Term | | |
| Mary-Lou Pickles | 2008-2009 | 2009-2012 | 2012-2015 | [] | [] |
| Barry Skinner | 2008-2011 | 2013-2016 | | [] | [] |
| Sarah Koser | 2009-2012 | 2012-2015 | | [] | [] |
| <u>DIRECTORS</u> | | | | | |
| Ken Burke | 2014-2015 | | | [] | [] |
| Linda Howard | 2010-2013 | 2013-2016 | | [] | [] |
| Jonathan McKinney | 2014-2017 | | | [] | [] |
| Shannon Ramsey-Chessman | 2013-2016 | | | [] | [] |
| Jamie Roberson | 2014-2017 | | | [] | [] |
| Georgina Rodriguez | 2009-2012 | 2012-2015 | | [] | [] |
| Marilyn Rosetti | 2014-2017 | | | [] | [] |
| Darrel Thomas | 2012-2015 | | | [] | [] |
| <u>COMMITTEE CHAIRS</u> | | | | | |
| Cheryl Miller, Certification | | | | [] | [] |
| David Keller, Conference Host | | | | [] | [] |
| Nicolle Gasparri, Conference Program | | | | [] | [] |
| Cindy Kelley, Legislative | | | | [] | [] |
| Lacy Smith-Castillo, Membership Development | | | | [] | [] |
| Melissa “Missy” Licourt, 2014 SOGF | | | | [] | [] |
| Donna Wright, Technical Resources | | | | [] | [] |
| Binh Nguyen, Webinar | | | | [] | [] |
| <u>AD-HOC COMMITTEE CHAIRS</u> | | | | | |
| Mark Fostier, Election Process | | | | [] | [] |
| Lee Huffstutler, Leadership FGFOA | | | | [] | [] |
| Linda Howard, Recognition Program | | | | [] | [] |
| <u>CHAPTER PRESIDENTS</u> | | | | | |
| Betsy Coxen, Big Bend | | | | [] | [] |
| Laurie Campbell, Central Florida | | | | [] | [] |
| John Proctor, First Coast | | | | [] | [] |
| Susan Bass, Gulf Coast | | | | [] | [] |
| Lynne Paul, Hillsborough | | | | [] | [] |
| Bill Spinelli, Nature Coast | | | | [] | [] |
| April Shuping, North Central Florida | | | | [] | [] |
| Darlene Malaney, Palm Beach | | | | [] | [] |
| Steven Rausch, Panhandle | | | | [] | [] |
| Holly Hugdahl, South Florida | | | | [] | [] |
| Jeff Snyder, Southwest | | | | [] | [] |
| Eileen Clark, Space Coast | | | | [] | [] |
| Michael Florio, Treasure Coast | | | | [] | [] |
| William Rotella, 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, March 13, 2015 – Lunch/Meeting: 12:00 p.m.

LOCATION: Room 214 – Diplomat Resort, Hollywood, FL

Call to Order – Mary-Lou Pickles, President

Roll Call

Approval of the Agenda

Consideration of Minutes – March 13, 2015

Report of Officers

- 1. President – Mary-Lou Pickles**
 - A. Policy and Procedures Revision-Nomination Election Process
 - B. 2014-2015 Goals and Assignments
- 2. President-elect – Barry Skinner**
- 3. Secretary/Treasurer – Sarah Koser**
 - A. Quarterly Financials as of March 31, 2015
 - B. Investment Report as of March 31, 2015
 - C. Check Register as of March 31, 2015
 - D. Lifetime Achievement Award Committee Recommendation
- 4. Other Reports**
 - A. Leadership FGFOA Ad-Hoc Committee
 - B. Recognition Program for Innovative Initiatives Ad-Hoc Committee
- 5. Executive Director Report**

Standing Committee Reports

- 6. Certification Committee, Chair – Cheryl Miller**
- 7. Conference Host, Chair – Dave Keller**

- 8. Conference Program, Chair – Nicolle Gasparri**
- 9. Legislative, Chair – Cindy Kelly**
- 10. Membership Development, Chair – Lacy Smith-Castillo**
- 11. 2015 School of Governmental Finance, Chair – Missy Licourt**
- 12. Technical Resources, Chair – Donna Wright**
- 13. Webinar, Chair – Binh Nguyen**
- 14. Other Business**
- 15. Next Meeting – Wednesday, June 17, 2015 – Room 320, Diplomat Resort & Spa, Hollywood, Florida**

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
March 13, 2015

The meeting of the FGFOA Board of Directors took place on Friday, March 13, 2015, at the Florida League of Cities Orlando Office.

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

NOT IN ATTENDANCE:

Georgina Rodriguez, Director, Town of Pembroke Park

COMMITTEE CHAIRS

Cheryl Miller, Certification (via conference call)
Dave Keller, Conference Host
Lacy Smith-Castillo, Membership Development
Cindy Kelly, Legislative
Missy Licourt, 2015 SOGF (via conference call)
Donna Wright, Technical Resources
Binh Nguyen, Webinar

AD-HOC COMMITTEE CHAIRS

Mark Fostier, Election Process

STAFF

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

CALL TO ORDER

There being a quorum, President Pickles called the March 13, 2015, meeting of the FGFOA Board of Directors to order at 9:10 a.m.

AGENDA

President Pickles asked for motion to approve the March 13, 2015, Agenda, with the addition of State Financial Distress List. **Ms. Roberson moved, seconded by Ms. Howard, to approve the March 13, 2015, FGFOA Board of Directors meeting agenda as amended. Motion passed unanimously.**

CONSIDERATION OF MINUTES

January 30, 2015, minutes were reviewed and approved as distributed with minor corrections.

PRESIDENT'S REPORT

2015-2016 Nominating Committee

The Nominating Committee met Wednesday, February 23, 2015. The Slate of Candidates was decided and will be sent to the Active members on March 10, 2015.

Policies and Procedures Revision

President Pickles reported on the current eligibility criteria to serve as a Director as set forth in the Policies and Procedures. The Board reviewed the recommended a red-lined version of the Policies and Procedures which was designed to avoid any misinterpretation of the qualifications. **After discussion, Mr. Thomas moved, seconded by Ms. Rosetti, to approve the Policies and Procedures revision of candidate consideration minimum qualification criteria:**

- **Served or be serving as a chair of an FGFOA Standing Committee or as a President of a recognized local FGFOA Chapter**
- **Actively served at least two years on an FGFOA Standing Committee or Ad-hoc Committee in addition to serving as FGFOA Standing Committee Chair or as a President of a recognized local FGFOA Chapter**
- **Disclosed if he/she has ever been convicted of a felony.**

Motion passed unanimously.

Mr. Burke, motioned, seconded by Mr. Skinner, to have the Ad-hoc Elections Process Committee create a "Code of Conduct" for the Nominating Committee. Motion passed unanimously.

2015 Lifetime Achievement Award Committee

President Pickles reported the announcement soliciting nominations for the 2015 FGFOA Lifetime Achievement Award was sent out to members on December 19, 2014. Applications are due by April 10, 2015.

2014-2015 Strategic Planning

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

PRESIDENT-ELECT REPORT

Chapter Liaison Report

Mr. Skinner reported the Hillsborough Chapter requested changes to their By-laws regarding the annual meeting month. **Ms. Roberson moved, seconded by Mr. Thomas, to change the Annual Meeting and Election of Officers to the date selected by the Hillsborough Chapter Board. Motion passed unanimously.**

SECRETARY/TREASURER REPORT

2014 Fee Analysis

Ms. Koser reported the fee analysis was provided at the November board meeting and at that time final numbers for the School were not complete. The updated fee analysis with final 2014 School counts and the current 2014-2015 FGFOA Budget was provided to the Board. Recommended action was Board consider a combination of fee increases in order to maintain a Net Asset balance above the desired level. **Mr. Thomas motioned, seconded by Ms. Roberson, to increase the 2015 School registration categories by \$40; Boot Camp by \$40; 2016 Pre-Con by \$20; and Annual Membership dues by \$10. Motion carried five to three, with Ms. Pickles, Mr. Skinner, and Ms. Koser voting against**

and with Ms. Rosetti and Mr. Burke abstaining. Mr. Thomas moved to re-open the motion for discussion since Ms. Rosetti had additional questions. After additional discussion, the motion failed four to six, with Ms. Pickles, Mr. Skinner, Ms. Koser, Ms. Howard, Ms. Ramsey-Chessman, and Ms. Rosetti voting against the motion. Ms. Howard motioned, seconded by Mr. McKinney, to increase the FGFOA Annual dues by \$10. Motion failed two to eight, with Ms. Pickles, Mr. Skinner, Ms. Koser, Mr. Burke, Ms. Ramsey-Chessman, Ms. Roberson, Ms. Rosetti, and Mr. Thomas voting against the motion. Mr. Burke motioned, seconded by Mr. Skinner, to increase the 2015 School registration categories by \$40; Boot Camp by \$40; 2016 Pre-Con by \$20; and 2016 Annual Conference registration categories by \$25. Motion passed unanimously.

2015-2016 Chapter President Orientation

Ms. Koser reported the orientation for the 2015-2016 Local Chapter Presidents will be held via conference call at 1:00 p.m. on Friday, May 22, 2015.

Investment Report as of February 28, 2015

Ms. Koser reviewed the Investment Report as of February 28, 2015.

AD-HOC COMMITTEES REPORTS

Leadership FGFOA

Mr. Skinner and Ms. Koser gave an update on the Leadership FGFOA Committee. "Save the Date" marketing Blast will be sent to FGFOA Membership. Application to participate will go out August 2015. Room and meeting space is reserved with Embassy Suites downtown Orlando.

Innovative Recognition Program

Ms. Howard gave an update on the Innovative Recognition Program. Three ACE award applications have been received and several inquiries about the program. The committee requested approval to accept one application that the Web-site would not be up until April. **Mr. Skinner motioned, seconded by Mr. Thomas, to approve accepting an application for a Web-site that would not be up until April 2015. Motion passed unanimously.**

MEETING PLANNERS REPORT

Ms. Mitchell presented proposals for the 2016 School of Governmental Finance. **Ms. Koser motioned, seconded by Mr. Thomas, to select Sanibel Harbour Marriott as the location for the 2016 School of Governmental Finance October 23-28, 2016. Motion passed unanimously.**

EXECUTIVE DIRECTORS REPORT

2015 School of Governmental Finance Budget Approval

Ms. Garner presented the 2015 SOGF Budget based on revenues of \$69,000 and expenses of \$77,037 with a net loss of (\$8,037). **Ms. Koser motioned, seconded by Ms. Howard, to approve the 2015 School of Governmental Finance Budget.**

2014-2015 FGFOA Annual Budget

Ms. Garner indicated the 2014-2015 FGFOA Annual Budget was amended to reflect the SOGF expenses of \$77,037. **Mr. Thomas motioned, seconded by Ms. Ramsey-Chessman, to approve the 2014-2015 FGFOA Annual Budget amendment.**

Conference Registration

Ms. Garner reported that as of the meeting date, 269 had registered for the 2015 Annual Conference, 24 have registered for the Leadership Pre-Con, 30 have registered for the Investment Pre-Con, Boot Camp is sold out with 33 registered, and 85 booths have been sold to exhibitors.

STANDING COMMITTEE REPORTS

Certification Committee

Cheryl Miller, Chair, presented the Certification Committee report via conference call. RFP for a Consultant to Update and prepare the test bank for the CGFO exam will be posted to FGFOA List Serves. Results of the CGFO survey will be in the March newsletter.

Conference Host Committee

David Keller, Chair, presented the 2015 Host Committee report. Contracts are being finalized and conference bag has been selected.

Conference Program Committee

Shannon Ramsey-Chessman, Board Liaison, presented the 2015 Program Committee Report. Final speaker information is complete.

Legislative Committee

Cindy Kelly, Chair, presented the Legislative Committee report. The Legislative Session is underway. Multiple bills have been filed that affect members from various jurisdictions. Some of the new drafts do not resemble the originally filed bills. The Committee encourages the membership to get with their lobbyists on items of particular interest. Updates will be sent to the membership as things move along in session.

Membership Development Committee

Lacy Smith-Castillo, Chair, presented the Membership Development Committee report. The Committee recommended hosting an event at Rival Waterfront Sports Grille on Monday night from 5:30-7:00 p.m. during the Annual Conference. The Committee request that funds previously budgeted to promote Student membership be reallocated to cover appetizers for the Emerging Leaders event at Rival. **Ms. Howard motioned, seconded by Ms. Ramsey-Chessman, to approve funds of \$765 for Emerging Leaders event. Motion passed unanimously.**

2015 School of Governmental Finance

Missy Licourt, Chair, presented the 2015 SOGF Committee report. The committee has 22 members and have assigned sub chairs. The theme for the 2015 School is "Volunteerism".

Technical Resources Committee

Donna Wright, Chair, presented the Technical Resources Committee report. The Committee is preparing an update to the Basic Government Resources Manual. The Committee is preparing for the new ACE Award program judging.

2014-2015 Webinar Committee

Binh Nguyen, Chair, presented the 2014-2015 Webinar Committee report. The February "Budgeting Basics" webinar had over 537 attendees. "Leadership" webinar is scheduled for March 19, 2015.

FGFOA BOD Minutes
March 13, 2015
Page 5 of 5

NEXT MEETING

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

ADJOURNMENT

There being no further business, meeting adjourned at 1:15 p.m. EST.

Jeannie Garner
Executive Director, FGFOA

ATTEST:

Mary-Lou Pickles, President

Sarah Koser, Secretary/Treasurer



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President
Mary-Lou Pickles

President-Elect
Barry Skinner

Secretary/Treasurer
Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Title of Item: Policies and Procedures Revisions

Executive Summary, Explanation or Background Information on Request:

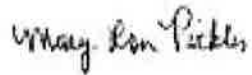
Following a discussion at the last Board meeting, the ad hoc committee was asked to make a recommendation to clarify three issues in the procedures for the nomination/election process as follows:

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 (see page 5).
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 (see page 10)
3. Explain the standard procedure for selection of who is elected to partial year terms (see page 12)

The committee's recommended language is include in the attached redlined version of the Policies and Procedures on the pages referenced above.

Recommended Action:

Approve changes to the Policies and Procedures.



Mary-Lou Pickles, President

May 6, 2015

Date

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
POLICIES AND PROCEDURES

3/13/2015 6/12/15

PURPOSE

The Florida Government Finance Officers Association (FGFOA) is dedicated to being a professional resource by providing opportunities through education, networking, leadership, and information. To be a successful resource, FGFOA intends to focus on these four areas as follows:

Education

- Create balanced and cost effective educational programs
- Utilize various venues and methods of delivery
- Develop and maintain cooperative training partnerships

Networking

- Establish a network of membership expertise
- Establish relationships with other organizations
- Establish partnerships between Chapters

Leadership

- Provide opportunities for individual development
- Recognize members as governmental finance experts
- Recruit, mentor, and promote leaders within FGFOA
- Recognize member achievements

Information

- Maximize technology resources
- Enhance information delivery
- Communicate technical and legislative issues

The Board of Directors provides general leadership and guidance for the FGFOA and its committees with the following purposes:

- To promote and improve the quality of financial accountability, management, and communication by and for all governmental units in the State of Florida.
- To provide training for governmental financial professionals in technical finance related areas, organizational behavior, and other aspects of public financial management.
- To provide overall planning and direction for the FGFOA's growth and development.
- To be available as an information resource for the membership of the FGFOA.
- To provide individual contact to members, to consider the ideas of individual members, and to bring forth appropriate ideas and issues to the full Board for consideration.
- To provide direction and to interact with standing and special committees and task forces.
- To encourage professional interaction through the exchange of ideas and information among governmental units represented by FGFOA members.
- To undertake or initiate new programs that are designed to expand educational opportunities and to recognize and promote the functional resources and professional capacity of the FGFOA.

Board of Directors

The Board of Directors is comprised of the President, President-elect, Secretary/Treasurer, and eight at-large Directors who are elected by the active members of the FGFOA. Their responsibilities are described in the following paragraphs.

President - Serves as the chief executive officer of the FGFOA, presides over Board meetings, develops the agenda for Board meetings, and guides the FGFOA in the accomplishment of its overall goals and objectives. Appoints the Nominating Committee.

President-elect - Serves in the absence of the President during his term of office; serves as Chapter Relations Officer; assists the President with Standing Committee liaison responsibilities; may serve as Chair of Ad-hoc Committees as determined by the President; and proposes general goals and objectives for the coming year as President. Recommends Standing Committee Chairs and proposes an operating budget for his year as President.

Secretary/Treasurer – Serves as the official record keeper and is responsible for overseeing the financial affairs of the FGFOA, including its financial policies and procedures provided for in the Procedures for Transacting, Recording and Reporting FGFOA Financial Activity and the Statement of Investment Policy; reports quarterly to the Board on various financial activities. Specifically, the Secretary/Treasurer shall:

- be responsible for recording and/or taking complete notes of all proceedings at the Board meetings. No later than one month after the Board meeting, the Secretary/Treasurer shall prepare and submit to the Board full minutes of the Board meeting. Such minutes shall be included in the agenda of the next Board meeting for consideration and approval by the Board of Directors.

The production and distribution of agendas, minutes, and financial statements may be delegated by the Board of Directors to the Executive Director. Upon such delegation, it shall be the Executive Director's responsibility to comply with all timeline requirements specified herein. Any such agenda, minutes, or financial statements must be approved by the President or Secretary/Treasurer, as appropriate, prior to distribution.

- advise Chapters regarding continuing professional education (CPE) requirements to ensure Chapters are appropriately documenting CPE in accordance with State Board of Accountancy rules.
- advise Chapters of financial reporting requirements. The balance sheets, income statements, and other statements as requested of each Chapter for the previous fiscal year shall be filed with the Secretary/Treasurer no later than August 15th of each year.
- annually revise and/or distribute a Chapter Manual to each existing Chapter and to members seeking to establish a chapter in their locality. At a minimum, the Chapter manual will address CPE requirements, By-laws, and selected financial, tax, and insurance matters.

- coordinate the audit of the FGFOA's annual financial statements.
- file appropriate State and federal forms, such as IRS Form 990.

Director At-Large – Provides general leadership to the FGFOA, serves as liaison to a designated Standing Committee, and serves as Chair of Ad-hoc Committee as determined by the President.

All Board members serve as liaison to individual members by providing assistance as needed and bringing issues and other matters raised by the membership to the Board. In addition, Board members may be requested to assume other responsibilities as directed by the President.

All Board members are individuals who work for governmental entities within the State of Florida. Because they come from a variety of governmental entities, each Board member brings with him unique knowledge and experience. If a Board member should cease to work for a Florida governmental entity, he/she will have nine (9) months from the date of termination of employment to be re-employed by another Florida governmental entity. If after nine (9) months the Board member is not a working employee of a governmental entity within the State of Florida, he/she will be required to resign from the Board of Directors. If a member becomes self-employed or accepts employment outside government, then he/she must resign effective immediately.

All Board members are expected to fully participate in the Board meetings and FGFOA activities, and to complete projects as assigned. If a Board member fails to fulfill his responsibilities or fails to attend three consecutive meetings (any venue) or fails to attend 2/3 of the scheduled meetings (any venue), he/she will be required to resign from the Board of Directors unless there are extenuating circumstances approved by majority vote of all members of the Board of Directors.

Meetings of the Board of Directors

Regular and special meetings of the FGFOA Board of Directors will be scheduled by the President. Except for scheduled Board of Directors conference calls, Board members must be physically present to participate in discussions and vote on issues before the Board. All policies and procedures applying to Board meetings will apply to those meetings taking place via scheduled Board of Directors conference calls.

The Board of Directors shall have regular meetings approximately once a quarter. Any Board member or committee chair who is unable to attend must notify the President as soon as he/she is aware that he/she will be unable to attend. Each FGFOA chapter president is invited and encouraged to attend Board meetings. Board meetings are open to all FGFOA members, although participation may be limited depending on the time constraints and at the President's discretion.

Roberts Rules of Order shall be used to govern the conduct of all official meetings, unless otherwise provided by the Constitution and Bylaws or the Policies and Procedures. In order to create a less formal environment, however, such rules shall be loosely applied at the discretion of the President.

At least three weeks prior to each regular Board meeting, each Standing Committee Chair is required to submit to the President, a report on the activities of the previous quarter, plans for the upcoming period, and any action items requiring Board approval. Any chapter president desiring to place an item on the agenda for Board consideration may do so by submitting the items in writing to the President no later than three weeks prior to the Board meeting. The agenda shall be distributed at least one week prior to the meeting date to all Board members, committee chairs, and chapter presidents along with committee reports, and supporting materials.

The President may call for a special Board meeting as circumstances or events may require. Any member of the Board of Directors may also request the President to call a special meeting. In the event that the President does not call a special meeting within three weeks of such request, any officer may do so with the written consents of at least five other Board members. In the event of a special Board meeting, all Board members must be notified at least twenty-four (24) hours in advance.

A quorum of the Board must be present in order to hold a regular or special Board meeting. In order to have a quorum, a majority of the Board, at least one of which must be an officer, must be present. Any vote taken by the Board must be approved by a majority of the members present in order to pass, unless otherwise provided by the Constitution and Bylaws or the Policies and Procedures; however, no motion shall be passed unless at least six Board members vote on such motion.

Committees

Standing Committees – Established by the Board of Directors on a continuing basis and include the following: Certification (CGFO), Conference Host, Conference Program, Legislative, School of Governmental Finance, Membership Development Committee and Technical Resources. In establishing a Standing Committee, the Board of Directors will determine the need and purpose for the Standing Committee's existence consistent with the FGFOA's goals and objectives. The Board of Directors will also set forth the long-range direction for each Standing Committee. Standing Committees may be changed from time to time to meet the needs of the FGFOA.

Standing Committees are composed of active and associate members appointed by the President. The FGFOA actively encourages member participation in the various Standing Committees as these committees provide the talent and resources to enable the Board of Directors to meet FGFOA's goals.

Audit Committee – Comprised of the immediate Past President, the Secretary/Treasurer, and one At-Large Director selected by the President, 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.

Nominating Committee – Solicits prospective candidates for Board of Director and Secretary/Treasurer positions and develops the slate of eligible candidates. The Nominating Committee oversees the election process. The Nominating Committee is composed of the President, President-elect, Immediate Past President and at least seven (7) active FGFOA members appointed by the President. The Nominating Committee

members shall represent a cross section of the FGFOA based on the member's knowledge of committee activities, local chapters, and functions of the Board of Directors. While Nominating Committee members are responsible for actively soliciting prospective candidates and developing the slate of candidates, members are prohibited from discussing applications with other committee members outside of the formal committee meetings and either directly or indirectly (i.e., through an intermediary) campaigning for or on behalf of candidates among the membership.

Lifetime Achievement Award Committee

METHOD OF SELECTION: Each year, a recommendation for the Lifetime Achievement Award may be made from the nominations by a selection committee of five, appointed by the President of the FGFOA. The selection committee will consist of an officer, a current board member, and two past presidents of the FGFOA, and one FGFOA member at large.

Nomination Criteria:

1. Have been an active member of the FGFOA for 10 years and served at least 20 years in local governments or state agencies. FGFOA members who are retired may also be considered.
2. Have served the FGFOA as an officer, director, committee chairman, state director, or local chapter president.
3. Have made a significant and specific contribution to the growth or enhancement of the profession.
4. Have represented the FGFOA in presentations, public forums, legislative hearings, etc.

From the nominations received the selection committee may recommend one candidate annually but will do so only when the committee concludes that the nomination meets the criteria established. **The recommendation for the Lifetime Achievement award does not require the full Board's approval. The Officer on the Lifetime Achievement Award committee has the right to approve the committee's recommendation for the award.** The selection will be announced at the Annual Conference, and appropriate honors will be bestowed. The process will then be repeated each succeeding year.

Ad-hoc Committees – Appointed by the President as needed and serve for a specific purpose on an annual basis or for a limited period of time.

Standing Committee Requirements

Each Standing Committee Chair is appointed for a one-year term as recommended by the President-elect for his year as President and confirmed by the Board of Directors. Standing Committee Chairs must be active FGFOA members. An associate member cannot be a Standing Committee Chair, or Subcommittee Chair All Standing Committees will be assigned a Director as liaison to the Board. Standing Committee Chairs should actively involve the Board liaison in Committee meetings and communications. Each Chair will work with the incoming President to set forth the initiatives for the upcoming year. Committee Chairs are strongly encouraged to attend the quarterly Board meetings to gain a better understanding of the FGFOA needs and the Chair's

responsibilities. Committee Chairs are required to submit quarterly reports to the Board of Directors and a summary report to the membership at the annual business meeting. At least three weeks prior to the quarterly Board meetings, the Standing Committee Chair shall provide the quarterly report and any agenda requests.

Standing Committees will establish objectives to include specific projects and activities on an annual basis. As appropriate, the Board of Directors or the President may direct or suggest that Standing Committees study and make recommendations on certain projects, programs or FGFOA policy positions. Standing Committees report at least quarterly to the Board on their activities and accomplishments. Standing Committees are not authorized to endorse programs, projects or adopt a policy position on behalf of the Board or the FGFOA and are required to seek the Board's guidance in such matters.

Membership on Standing Committees is open to active, retiree, and associate members. The majority of each committee shall consist of active members with consideration given to each member's field of expertise, professional experience, and the geographical location, size and type of the member's employing governmental unit. The President-elect has an active role in the appointment process for selecting Chairs and new committee members and is responsible for the appointment of members to each of the committees that will serve during his term as President.

All prospective members must indicate a willingness to fully participate in the committee's activities. Standing Committees have between twelve and fifteen members; however, the President may determine the exact number of members on each committee. Members are appointed for a one-year term, but are encouraged to renew their committee membership annually by application to provide institutional knowledge and experience necessary for successful operation.

The President can remove committee members for any reason. Vacancies for unexpired terms are appointed by the President. Standing Committees may meet in person or via conference calls. Standing Committees function more effectively with in person meetings; therefore, all Standing Committees are encouraged to have at least two in person meetings. The number and type of committee meetings will be determined by the respective Committee Chair. Committee actions or recommendations should reflect the consensus of their members or the majority of those present at a regularly scheduled meeting.

Terms

While the fiscal year runs from July 1 to the following 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."

Administration and Staffing

The Officers may delegate certain duties and responsibilities to the FGFOA Executive Director. Additionally, Committee Chairs with Board of Director's approval may delegate certain duties and responsibilities to the FGFOA Executive Director. The

FGFOA currently contracts with the Florida League of Cities, Inc. (the "League") in Tallahassee, Florida to provide staffing and office support. As an independent contractor, the League provides professional, meeting and planning, and administrative services under work plans approved by the FGFOA Board of Directors. The designation of the FGFOA's Executive Director is subject to the approval of the FGFOA Board of Directors.

FGFOA Membership

Membership Categories and Dues

FGFOA membership is available in one of five distinct categories: Active, Retiree, Associate, Student and Life Honorary. The FGFOA's fiscal year begins July 1 and ends the following June 30 of each year. Membership fees are due and payable by the first day of the fiscal year, July 1. Any individual renewing his membership will have a thirty-day grace period (beginning July 1) during which to pay his dues. After July 31, the member will be given a courtesy final notice but he/she will be dropped from the current membership roster and will lose all privileges associated with membership until membership is renewed. New members are welcome to join at any time during the year; however, membership fees will not be prorated. Each member is responsible for notifying the FGFOA's office of changes in employment status, address, phone number, and similar member data. Life Honorary Membership, awarded in accordance with Article XI of the FGFOA Constitution and Bylaws, does not require the payment of annual membership dues.

Membership Inquiries

Members are encouraged to call upon the Officers, Directors, Committee Chairs and committee members on issues related to their specific responsibilities. Members of the Board are also available to provide general assistance and direct specific inquiries to the appropriate Officer, Director, Committee Chair, or staff person for additional assistance.

Through the FGFOA website (www.fgfoa.org) and the newsletter, the FGFOA will provide information to members on how to initiate inquiries and to whom. All members are encouraged to submit information of general interest to the Board of Directors or appropriate Standing Committees.

Local Chapter Organizations

Eligibility for Recognition

Twelve or more active members may petition the Board of Directors for recognition as a local chapter of the FGFOA. Applications for chapter status must be submitted to the Board of Directors for approval. The Board shall have the sole discretion in recognizing local chapters. Chapters are largely self-governed, but the local chapter's bylaws must be consistent with those of the FGFOA. Any Chapter by-law amendment must be presented to the Board of Directors for approval prior to the Chapter membership voting on such amendment. All officers and directors of the local chapter must be active FGFOA members. An associate member cannot be an officer of the local chapter. Only one chapter may exist in a single geographic area.

The chapter must notify the Secretary/Treasurer of its officers within thirty (30) days of their election. The Secretary/Treasurer will notify the Board of Directors of the election results. Local chapters are responsible for their own financial affairs, but the chapter must file an annual financial report with the FGFOA Secretary/Treasurer no later than August 15 of each year. Such financial statements shall be for the previous fiscal year. Chapters may provide CPE under the auspices of the FGFOA; however, the local chapters must comply with FGFOA's CPE reporting requirements.

Revocation of Chapter Status

A local chapter's charter may be revoked with cause provided the local chapter has had an opportunity for a hearing before the Board. Revocation requires a two-thirds vote of the members of the Board of Directors. The Board's decision is final and shall cancel all rights, interests or privileges of the recognized chapter in regard to its affiliation with the FGFOA.

Support Services to Local Chapters

The FGFOA will assist local chapters in various support functions by providing mailing lists and notices, announcing meetings in the State newsletter, and providing other general support services as requested.

GFOA Representatives

The GFOA requests that each state association appoints GFOA representatives. The primary responsibility of a GFOA state representative is to serve as GFOA's liaison with its members in their state. Additionally, representatives are responsible for keeping GFOA and their state association aware of each other's activities.

Representatives have several important duties to fulfill including:

- serving GFOA members in their state by responding to requests for information and discussing the activities of the GFOA during their state association annual meetings or at various executive board or committee meetings of these organizations;
- promoting membership in GFOA to finance officials in their state by making presentations about the benefits of membership in GFOA and providing brochures and other information to prospective members;
- providing information to GFOA about the activities of their state association including copies of association newsletters, directories, news releases, publications and other information on developments that would be of interest to GFOA members nationwide;
- notifying the GFOA staff liaison of state meetings of finance officers including the dates and locations of the meetings and agendas, if available; and
- presenting GFOA awards to governments, if requested, or finding another GFOA member to make such a presentation.

Most of the duties listed above are performed by the FGFOA Staff, except for the presentation of the GFOA awards to governments. For this purpose, each local chapter shall appoint a GFOA Representative(s) to help facilitate enough resources that are geographically diversified across the state. Each local chapter can determine how they

appoint their representative(s) and the length of the terms. However, they should submit the name of their appointee(s) each year to the FGFOA prior to July 1st. The term shall be from July 1 – June 30 and persons can serve consecutive terms. There will be no travel reimbursement from the FGFOA, but the Chapters may elect to provide travel reimbursement, at their discretion.

Nomination and Election of Officers and Directors

The Nominating Committee shall have at least one meeting prior to the initiation of the nomination process. The Nominating Committee shall have at least one meeting in person to review the candidates, unless the Nominating Committee Chair determines it is not necessary based on the candidates. However, if there are two or more candidates for Secretary/Treasurer, the in person meeting is required. The Immediate Past President shall serve as the chair of the Nominating Committee. Upon appointment, the Nominating Committee shall actively solicit prospective candidates. All candidates will be required to complete an application form provided by the Nominating Committee. The Nominating Committee members shall not be permitted to submit an application. Application forms submitted by each candidate shall be provided to the members of the Nominating Committee who shall review each candidate's willingness to serve, eligibility and qualifications for holding office.

In considering prospective candidates, the Nominating Committee will review the Secretary/Treasurer & Board of Directors Applications and corresponding resumes and recommend a qualified member (one candidate) who is considered to be the best suited to serve in the office of Secretary/Treasurer and to recommend qualified members (multiple candidates) who are considered best suited to serve as Directors regardless of race, gender or age. However, the Nominating Committee reserves the right to ask for additional information, references or request interviews.

Candidates are prohibited, either directly or indirectly (i.e., through an intermediary), from soliciting any member of the Nominating Committee in support of their nomination. Candidates are also prohibited, either directly or indirectly, from campaigning for the position they are seeking among the membership. Failure to comply with these provisions may result in disqualification of the member's candidacy. Local chapters should refrain from campaigning on behalf of their members who are seeking a position on the Board of Directors.

No person shall be placed on the ballot that is from the same governmental entity as any other member continuing to serve as an officer or Board member. Any entity that is included as part of the reporting entity for a particular governmental entity for financial reporting purposes under GASB Statement No. 14 or any subsequently adopted standards related thereto (e.g., primary government, blended component units, discretely presented component units) will be considered part of the same governmental entity. (For example, for counties, the board of county commissioners and the various elected county constitutional officers are currently part of the same reporting entity for financial reporting purposes and would, therefore, be considered to be from the same governmental entity. Similarly, any utility authority, airport authority, community redevelopment agency, etc. that is included as part of a city's reporting

entity for financial reporting purposes would be considered to be from the same governmental entity.)

In the event that a currently serving Board member changes jobs and is employed by a government of another current Board member, then the Board member who did not change employment will not be excluded from consideration as an eligible candidate for a Director or Officer position. The person who did change jobs will be excluded from consideration for candidacy at the time his seat expires if that would result in two persons from the same government entity serving at the same time. If both seats expire at the same time, then the Nominating Committee will decide.

In the event that there are multiple candidates from the same governmental entity, individuals recommended by the Nominating Committee will take precedence followed by nominations by petition. In order to be eligible to serve as an Officer, the candidate must have, at the time of installation of Officers and Directors, served three complete years as a Director. In addition, no active member may run for more than one position (Board member or Officer) during any election and no member of the Nominating Committee, with the exception of the President-elect, may be considered for an Officer or Director position. However, a Board member who is eligible to run for an additional term as Director who submits an application for the Secretary/Treasurer position may request in writing (by the application deadline) that the Nominating Committee consider his/her application for a Director position in the event the member is not recommended by the Nominating Committee for the Secretary/Treasurer position.

In order to be considered as a candidate for Director, individuals must have met all the following minimum criteria:

- Maintained active membership in the FGFOA for at least three years
- Served or be serving as chair of an FGFOA Standing Committee or as a President of a recognized local FGFOA Chapter
- Actively served at least two years on an FGFOA Standing Committee or Ad hoc Committee
- Certified that he/she has not been convicted of a felony in the last ten years

Additionally, in order to be considered as a candidate for Secretary/Treasurer, individuals must be actively involved and have demonstrated leadership while serving as a Director.

In addition to the above criteria, the following guidelines, which are listed in their relative order of importance, are used by the Nominating Committee in making its recommendations:

Contributions – Consideration will be given to members based on their public and professional contributions. Public contributions include service to and participation in various public bodies and public interest groups (examples: FLC, NLC, NACO, FAC, etc.). Professional contributions include publishing, speaking, and committee and conference involvement in professional associations (examples: GFOA, FGFOA,

AICPA, FICPA, ASPA, ICMA, etc.). Contributions on behalf of the FGFOA and any tenured service as a Board member will receive greater consideration.

Professionalism – Consideration will be given as to the professionalism of candidates who hold a CPA, CGFO, CPFO, or other similar business certification.

Demonstrated Leadership – Consideration will be given to the member's professional position with his employer, the level of work responsibility attained, and past or current service as an officer or committee chair of a professional, civic, fraternal, religious, or public interest group.

Balanced and Diversified Representation – Consideration will be given to candidates who provide a representative balance in the leadership of the FGFOA including such areas as the member's professional discipline and the member employer's governmental type, population size, and geographic location.

The Nominating Committee has the unilateral right to determine qualified candidates, and may reject any application. This unilateral right pertains to rejecting applications only. The Nominating Committee shall not add candidates to the ballot who have not completed an official application. After evaluating potential candidates, the Nominating Committee shall recommend candidates best suited to serve as a Director and Secretary/Treasurer. These recommendations shall be listed on the ballot, under the heading of "Recommended by the Nominating Committee".

Pictures and biographical summaries of the candidates shall be posted on the FGFOA website. The committee shall provide for a notice of their recommendations to the membership through the newsletter or by separate mailing/e-mail at least ninety (90) days prior to the annual business meeting. If this day falls on a holiday, Saturday or Sunday, the deadline will be the next business day.

The Nominating Committee shall provide an official election ballot indicating each office to be voted on by the membership and the name of all candidates listed below the respective office. Eligible candidates whose names have been placed on the ballot through the petition process shall be listed separately on the ballot. A biographical summary may be included on the ballot or provided separately. The Nominating Committee shall approve biographical summaries for each candidate to ensure conformity of content.

Petition for Candidacy

Following the notice by the Nominating Committee to the membership, any eligible member who has not been recommended by the Nominating Committee through the nominating process may petition the Nominating Committee for purposes of placing his name on the ballot.

Any eligible member's name may be included on the ballot for the election of Officers and Directors provided a petition, signed by at least eight (8) active members from different governmental entities, has been delivered to the Chair of the Nominating Committee no later than seventy (70) calendar days prior to the annual business meeting. Such petition shall provide a brief biographical summary of the candidate in

the manner prescribed by the Nominating Committee, which will be included on the ballot under the heading of "Nominations by Petition." The Nominating Committee shall determine the eligibility of any petition candidate to hold office for which the candidate's name has been submitted. The same minimum criteria used in the nomination process will be used to determine if the candidate is eligible to hold office. A petition candidate will be considered ineligible if he/she is from the same governmental entity as any other duly elected Officer or Director. If deadline for the receipt of petitions for candidacy should fall on a holiday, Saturday or Sunday, the deadline will be the next business day.

Voting Procedure

Ballots shall be distributed no later than sixty (60) days prior to the annual business meeting to all individuals, who at that point in time are active members of the FGFOA. In order to assure the validity of the election process, all ballots shall be sequentially numbered for control purposes and randomly mixed prior to distribution. In order to assure secrecy of votes, there shall be no record maintained of assignment of ballots to members. Members desiring to vote shall mark their ballot pursuant to the instructions contained therein and return the ballots via e-mail, mail or fax to the FGFOA administrative offices for tabulation. Ballots must be returned no later than thirty (30) days prior to the annual business meeting. If either of the balloting deadlines falls on a holiday, Saturday or Sunday, the deadline will be the next business day. No ballots received after that time shall be accepted. If on line voting is available, these same dates shall be applicable.

In the event a Director position for less than a full three year term (i.e., either a two year or one year partial term) appears on the ballot, the candidate receiving the highest number of votes among those remaining candidates not elected to full three year term positions shall be elected to the partial term position. In the event two Director positions for less than a full three year term (i.e., one two year partial term and one one year partial term) appear on the ballot, the candidate receiving the highest number of votes among those remaining candidates not elected to full three year term positions shall be elected to the two year partial term position, and the candidate receiving the second highest number of votes among those remaining candidates not elected to full three year term positions shall be elected to the one year partial term position. Any ties will be resolved by a coin toss.

Election Canvassing Board

The Election Canvassing Board is to be comprised of the Executive Director and two active members of the FGFOA, who will be appointed by the President and who are not members of the Nominating Committee. The Executive Director will be responsible for monitoring the online voting process and securing the ballots as they are received into the administrative offices. The Executive Director is responsible for announcing the election results by notifying only the Immediate Past President of the results of the election, who will announce the results at the annual business meeting. If necessary by dispute of the online voting system, the Election Canvassing Board will be responsible for auditing the records of the online vote. The candidates receiving the highest

number of votes, consistent with the number of vacancies being filled, will be declared the winner. The Election Canvassing Board may disqualify a ballot if: (1) it is received after the noticed submission deadline, (2) the Election Canvassing Board determines that a ballot was voted by someone other than an eligible member, or (3) the ballot is illegible or improperly completed so as to be unable to accurately determine the voter's intent. A validation of the election results will occur when a candidate loses by less than one percent of the total number of the votes cast. Unsuccessful candidates may not request a recount. A tie will be resolved by a coin toss.

Installation of Officers and Board Members

The newly elected officers and Board members will be installed at the annual business meeting and shall take office immediately following the installation of Officers and Directors.

Amendment of the FGFOA Bylaws

Development of a Bylaw Amendment and Placement on Referendum

An amendment to the Bylaws of the FGFOA may be placed on referendum only by a majority vote of the Board of Directors. When drafted, the amendment shall show all Bylaw changes in add-delete format as well as amended format, and shall contain an effective date.

Notice to Members, Development of Position Paper

No later than sixty (60) days prior to the distribution of the ballots, a copy of all Bylaw amendments approved for referendum by majority vote of the Board shall be mailed to all active members, along with a solicitation of written comments by the membership. No later than thirty (30) days prior to the distribution of the ballots, any active member may make written comment to the Board on his position as related to the proposed Bylaw amendment. The Immediate Past President, as Bylaw Committee Chair, shall receive all comments so submitted by the membership and shall incorporate such comments into an unbiased position paper. The Immediate Past President may edit and consolidate comments for purposes of brevity and clarity; however, all positions represented by the membership shall be included in such position paper. The position paper and Bylaw amendments shall be posted on the FGFOA website.

Referendum Process

The referendum ballots process shall be the same as the voting procedures for election of Officers and Directors.

Referendum Canvassing Board

The members of the Election Canvassing Board shall serve as the Referendum Canvassing Board for purposes of conducting the referendum on a Bylaw amendment and all duties, requirements, and responsibilities of the Election Canvassing Board shall apply to the referendum canvassing process.



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President
Mary-Lou Pickles

President-Elect
Barry Skinner

Secretary/Treasurer
Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Title of Item: 2014-2015 Goals and Assignments

Executive Summary, Explanation or Background Information on Request:

Thanks to the hard work of the Committee Chairs and members, staff and the Board of Directors, the ambitious goals for 2014-2015 association year were successfully achieved with only a few minor revisions from the original plans. What a wonderful accomplishment for all of us to celebrate.

I am extremely grateful and proud of everyone's contributions with this effort.

Recommended Action:

None.

Mary-Lou Pickles, President

May 6, 2015
Date

Florida Government Finance Officers Association



2014-2015 FGFOA Goals and Assignments

Mary-Lou Pickles, President

Goals and Initiatives

- Appoint Ad-hoc committee to review nomination and election process
- Develop future FGFOA and Local government finance leaders
- Recognize and value committee participation
- Recognition program for innovative initiatives
- Limit scope of Membership Committee to make it more manageable
- Increase participation in the beginning boot camps
- Clarify scope of Legislative Committee to only informative – no lobbying
- Expand CGFO review classes by webinar or additional sessions (survey active members)
- Clearly communicate liaison roles to chairs and liaisons
- Empower Committees and reduce micro management by the Board of Directors
- Get committee members more engaged in their committee
- Target non-FGFOA entities for membership
- More collaboration between local chapters and state (survey chapters)

Assignments

All Committees

Increase committee member engagement

- Pair up an experienced committee member with a new committee member (when appropriate)

Completed, results to be evaluated for final reports.

- Chairs should assign specific duties to each committee member and hold them accountable for those assignments.

Completed, results to be evaluated for final reports.

Certification Committee

June/July 2014 - CGFO Survey – send out to all active members to see if they would like to receive additional review courses via webinar (5 2-hour courses) or possible March review courses. If desired by candidates, implement by March 2015.

Completed. Results of survey included in March newsletter. Committee will be moving forward with developing webinars next year.

Include two-three sample (not actual) questions in at least 2 of the quarterly newsletters

Will have sample questions in the June newsletter article.

Submit 2 spotlight articles highlighting CGFO's – first article on the CGFO of the year.

Completed.

Conference Program Committee

Develop program for pre-conference seminar Leadership Saturday. This will be the rollout for the Leadership FGFOA so make sure coordinated with the Ad-hoc. Leadership Saturday will take the place of the Executive Boot camp at the SOGF.

Completed: Revised objective (now separate from ad hoc committee).
Program committee is developing two pre-conference sessions:
Leadership and Investments.

Add Beginner Boot camp at the 2015 conference. This is in addition to the Beginner Boot camp at the 2014 SOGF.

Completed: Dr. Lynda Dennis is scheduled to be instructor.

Legislative Committee

Clarify scope of Legislative Committee to only informative – no lobbying

- No more "Legislative Policy Statements"
- Prepare a "Proposed Legislative Issue Brief" and then provide updates of applicable legislation during session. Prepare a "Final Legislative Overview"
- Provide "impact papers" as needed and requested

Completed.

Membership Development Committee

Change focus of the committee to two main objectives

- 1) Young executives and mentor program
- 2) Student recruitment – just on event

Discontinue the scholarship

Focus on the regular members is removed from the committee (handled by other committees)

Completed.

Technical Resource Committee

2014 August Board meeting

Provide recommendation to Board regarding the value of maintaining the Government Resource Manual and RFP Samples on the website. Is this still an effective tool for our membership given the List Serve environment? If recommendation is to keep this service

then the manual and RFPs will need to be reviewed to ensure they are not outdated, update as appropriate and immediately do an article for the newsletter.

Completed: August Board meeting committee recommended: maintaining manual and discontinuing RFP samples.

Responsible for judging the Innovation initiatives recognition awards, once developed by the Ad-hoc.

Webinar Committee

Conduct 6-8 free webinars for CPE credit

Possible CGFO Webinars

Completed.

Ad-hoc - Elections

Ad-hoc committee to review the nomination and election process and make recommendations for any changes by the November 2014 Board meeting.

Completed. Board approved changes to the nomination and election process at November 19 meeting. Recommendations requiring changes to Bylaws on schedule for membership vote February 2015.

Ad-hoc – Leadership FGFOA

Ad-hoc committee to develop a Leadership FGFOA program starting in 2015-2016 year. Program will center on a class size of 25-35 people. Must apply and be accepted. Qualifications to be developed. Curriculum and schedule to be developed around financial leadership topics such as; public speaking, board presentations, employee relations, team building, strategic planning, handling difficult situations, etc. Qualifications and draft framework to be approved by the Board at the November 2014 meeting and the final class schedule, dates & locations to be approved by the Board at the March/April meeting. Program will be presented and applications accepted at the 2015 FGFOA Annual Conference.

Completed with revised schedule. Applications will be available in August 2015 with first class to be held in April 2016.

Ad-Hoc - Recognition program for innovative initiatives

November 2014 – Develop categories (budget, transparency, technology, citizen engagement, etc.), criteria and timeline for the "innovation award" and bring to the BOD for approval.

- January 2015 – Announce the program to the membership. Winners to be presented at the FGFOA Annual Conference
- Conference program and SOGF can use ideas for presentations

Completed. Board approved application and criteria developed by the committee for the Advanced Commitment to Excellence (ACE) Award November 2014.

Board

Empower Committees and reduce micro management by the Board. Have each liaison review the committee manuals and ensure they state what must be taken to the board for approval (and what does not).

Completed.

Chapter Liaison

Increase collaboration between local chapters and state

At the Chapter President orientation, discuss with the Presidents how the FGFOA can serve and communicate with them better including,

- Provide information about state org in the local applications and info about local chapters on the state app

Completed: State membership application includes reminder statement about joining local chapter and information on local chapters is on the website. Local chapters are providing information to their members.

- Update and provide information about the FGFOA activities and goals to local chapters

Completed with scheduled conference calls.

- o Provide link to pay local dues when paying FGFOA

Completed. Direct link not feasible because each Chapter is different on how they accept payments and to whom the payment goes. Instead, a link that takes you to a Local Chapter Dues information page has set up.

Staff

2015 Annual Conference

Work with President on the script or the TBL to make sure recognize committee participation. Recognize folks who served on committees for milestone years 5, 10, 15, and 20. (Ask for years served on a committee on the conference registration form). Have a ribbon for the 20th year. Show pictures of Committee members before the TBL. Work with Chairs to get pictures of each committee member (start at the 2014 conference).

Completed.

June 2014 – March 2014

Send e-bulletins to non-FGFOA members (get list from AG's office). Report back to the Board at the March/April 2015 BOD meeting on the impact. Consider making some personal phone calls by BOD members if needed at that time.

Completed.



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

2014-2015
BOARD OF DIRECTORS

OFFICERS

President

Mary-Lou Pickles

President-Elect

Barry Skinner

Secretary/Treasurer

Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Executive Summary, Explanation or Background Information on Request:

Third quarter financials as of March 31, 2015, 2015

Recommended Action:

None

Sarah Koser

Secretary/Treasurer

June 2, 2015

Date

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

| | 31-Mar-15 | 31-Dec-14 | 30-Sep-14 | 30-Jun-14 | 31-Mar-14 |
|--|-------------------|----------------|----------------|----------------|----------------|
| ASSETS | | | | | |
| Current Assets: | | | | | |
| Cash - Capital City Bank | \$ 261,472 | 102,655 | 46,908 | 51,073 | 236,897 |
| Investments - Vanguard | 65,723 | 65,721 | 115,718 | 125,715 | 125,709 |
| Investments - CD's | 154,178 | 153,828 | 153,476 | 153,157 | 152,847 |
| Accounts Receivable | 24,570 | 558 | 3,469 | 910 | 31,820 |
| Interest Receivable | 61 | 58 | 54 | 47 | 48 |
| Prepaid Expenses | 348 | 0 | 243 | 5,774 | 1,743 |
| Prepaid Conference Expenses | 1,685 | 202 | 0 | 0 | 1,511 |
| Deposits | 9,288 | 6,500 | 1,500 | 2,645 | 0 |
| Total Current Assets | \$ 517,325 | 329,522 | 321,368 | 339,321 | 550,575 |
| Equipment: | | | | | |
| Computer Equipment | \$ 5,227 | 5,227 | 5,227 | 5,227 | 5,227 |
| Less: Accumulated Depreciation | (3,693) | (3,570) | (3,447) | (3,325) | (3,409) |
| Net Equipment | \$ 1,534 | 1,657 | 1,780 | 1,902 | 1,818 |
| Other Assets: | | | | | |
| Deposits | 1,500 | 1,500 | 6,500 | 1,500 | 3,000 |
| Total Assets | \$ 520,359 | 332,679 | 329,648 | 342,723 | 555,393 |
| LIABILITIES AND NET ASSETS | | | | | |
| Current Liabilities: | | | | | |
| Deferred Revenues | \$ 268,970 | 0 | 18,100 | 38,000 | 271,220 |
| Accounts Payable | 37,909 | 95,261 | 30,610 | 84,597 | 27,576 |
| Total Current Liabilities | \$ 306,879 | 95,261 | 48,710 | 122,597 | 298,796 |
| Unrestricted Net Assets | \$ 213,480 | 237,418 | 280,938 | 220,126 | 256,597 |
| Total Liabilities and Unrestricted Net Assets | \$ 520,359 | 332,679 | 329,648 | 342,723 | 555,393 |

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine-Months Ended March 31, 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 |
| REVENUES | | | | | | | | |
| Membership Dues | \$ 85,715 | 3,850 | 4,445 | 0 | 94,010 | 97,000 | 0.97 | (2,990) |
| Investment Income | 329 | 359 | 354 | 0 | 1,042 | 1,500 | 0.69 | (458) |
| Annual Conference | 0 | 0 | 0 | 0 | 0 | 430,749 | 0.00 | (430,749) |
| School of Governmental Finance | 0 | 55,888 | 0 | 0 | 55,888 | 60,000 | 0.93 | (4,112) |
| Seminars | 0 | 0 | 0 | 0 | 0 | 15,000 | 0.00 | (15,000) |
| CGFO Fees | 9,515 | 11,095 | 4,640 | 0 | 25,250 | 30,000 | 0.84 | (4,750) |
| Miscellaneous Income | 35 | 0 | 0 | 0 | 35 | 990 | 0.04 | (955) |
| TOTAL REVENUES | \$ 95,594 | 71,192 | 9,439 | 0 | 176,225 | 635,239 | 0.28 | (459,014) |
| EXPENSES | | | | | | | | |
| Professional Services: | | | | | | | | |
| Florida League of Cities, Inc. | \$ 24,002 | 24,002 | 24,003 | 0 | 72,007 | 96,009 | 0.75 | 24,002 |
| Auditor Fees | 0 | 8,620 | 0 | 0 | 8,620 | 8,872 | 0.97 | 252 |
| Total - Professional Services | \$ 24,002 | 32,622 | 24,003 | 0 | 80,627 | 104,881 | 0.77 | 24,254 |
| Meeting Expenses: | | | | | | | | |
| Board of Directors | \$ 2,123 | 1,671 | 950 | 0 | 4,744 | 8,500 | 0.56 | 3,756 |
| Strategic Planning | 0 | 0 | 0 | 0 | 0 | 2,000 | 0.00 | 2,000 |
| GFOA Conference | 0 | 0 | 1,427 | 0 | 1,427 | 4,000 | 0.36 | 2,573 |
| GFOA Reception | 0 | 0 | 0 | 0 | 0 | 5,000 | 0.00 | 5,000 |
| Chapter Visitation by Officers | 0 | 0 | 0 | 0 | 0 | 500 | 0.00 | 500 |
| Total - Meeting Expenses | \$ 2,123 | 1,671 | 2,377 | 0 | 6,171 | 20,000 | 0.31 | 13,829 |

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine-Months Ended March 31, 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 |
| Training/Education: | | | | | | | | |
| Conference Expenses | \$ 0 | 0 | 0 | 0 | 0 | 430,200 | 0.00 | 430,200 |
| School of Governmental Finance | 0 | 74,688 | 732 | 0 | 75,420 | 66,743 | 1.13 | (8,677) |
| Seminars | 0 | 0 | 725 | 0 | 725 | 16,000 | 0.05 | 15,275 |
| 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 | 0 | 78,214 | 515,443 | 0.15 | 437,229 |
| 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 | 0 | 190 | 6,000 | 0.03 | 5,810 |
| Total - Standing Committees | \$ 0 | 0 | 190 | 0 | 190 | 8,500 | 0.02 | 8,310 |
| Communication to Members: | | | | | | | | |
| Postage & Mailing | 238 | 23 | 131 | 0 | 392 | 1,500 | 0.26 | 1,108 |
| Internet Homepage | 0 | 0 | 0 | 0 | 0 | 102 | 0.00 | 102 |
| Printing & Duplicating | 119 | 505 | 326 | 0 | 950 | 1,000 | 0.95 | 50 |
| Total - Communication to Members | \$ 357 | 528 | 457 | 0 | 1,342 | 2,602 | 0.52 | 1,260 |

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Activities For the Nine-Months Ended March 31, 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 | 0 | 3,909 | 3,777 | 1.03 | (132) |
| List Serve | 1,500 | 0 | 1,124 | 0 | 2,624 | 5,000 | 0.52 | 2,376 |
| Filings & Registrations | 0 | 0 | 61 | 0 | 61 | 61 | 1.00 | 0 |
| Staff Travel | 322 | 0 | 737 | 0 | 1,059 | 3,000 | 0.35 | 1,941 |
| Miscellaneous Expense | 25 | 591 | 1,027 | 0 | 1,643 | 6,000 | 0.27 | 4,357 |
| Student Promotion | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0 |
| Credit Card and Bank Fees | 2,422 | 2,420 | 1,821 | 0 | 6,663 | 15,000 | 0.44 | 8,337 |
| Depreciation | 122 | 123 | 123 | 0 | 368 | 500 | 0.74 | 132 |
| | | 0 | | | | | | |
| Total - Administrative Expenses | \$ 8,300 | 3,134 | 4,893 | 0 | 16,327 | 33,338 | 0.49 | 17,011 |
| 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 | 0 | 182,871 | 684,764 | 0.27 | 501,893 |
| Increase (Decrease) in Unrestricted Net Assets | \$ 60,812 | (43,520) | (23,938) | 0 | (6,646) | (49,525) | 0.13 | 42,879 |
| 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 | 213,480 | 213,480 | 170,601 | 1.25 | 42,879 |

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows
For the Nine-Months Ended March 31, 2015

Cash Flows From Operating Activities

| | | |
|--|----|------------------|
| Receipts from Members and Associates | \$ | 393,205 |
| Receipts from Exhibitors and Hotel Sites | | (10,712) |
| Interest and Dividends | | 1,028 |
| Fees Paid to Florida League of Cities | | (103,099) |
| Payments to Vendors | | <u>(128,994)</u> |

Net Cash Provided by Operating Activities \$ 151,428

Cash Flows from Investing Activities

| | | |
|---------------------------------------|----|----------------|
| Purchase of Certificates of Deposit | \$ | (154,458) |
| Proceeds from Certificates of Deposit | | <u>153,437</u> |

Net Cash Used by Investing Activities \$ (1,021)

Net Increase in Cash and Cash Equivalents \$ 150,407

Cash and Cash Equivalents-Beginning of Period \$ 176,788

Cash and Cash Equivalents-End of Period \$ 327,195

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

Statement of Cash Flows

For the Nine-Months Ended March 31, 2015

Reconciliation of Decrease in Net Assets to Net Cash

Provided by Operating Activities

| | | | |
|--|----|----------------|-----------------------|
| Decrease in Net Assets | \$ | (6,646) | |
| Adjustments to Reconcile Increase in Net Assets to Net Cash Used by Operating Activities: | | | |
| Depreciation | | 368 | |
| Increase in Accounts Receivable | | (23,674) | |
| Decrease in Prepaid Expenses | | 3,741 | |
| Increase in Deposits | | (6,643) | |
| Decrease in Accounts Payable | | (46,688) | |
| Increase in Deferred Revenues | | <u>230,970</u> | |
| Net Cash Provided by Operating Activities | \$ | | <u><u>151,428</u></u> |

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

REVENUE COMPARISON

| | # of REG | 2014 ACTUAL | ORIGINAL BUDGET | VARIANCE |
|---------------------------------|---------------------|------------------------|----------------------------|-----------------|
| REGISTRATIONS | | | | |
| 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.

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 | \$ | - | \$ | - |
| | <hr/> | | <hr/> | |
| TOTAL INCOME | \$ | - | \$ | - |
| | <hr/> | | <hr/> | |
| EXPENSES | | | | |
| CPE Certification for Webinars (NASBA) | | | \$ | 725 |
| Refreshment Breaks | \$ | - | | |
| Luncheon | | - | | |
| Equipment Rental | | - | | |
| | <hr/> | | <hr/> | |
| TOTAL EXPENSES | \$ | - | \$ | 725 |
| | <hr/> | | <hr/> | |
| DECREASE IN NET ASSETS | \$ | - | \$ | (725) |
| | <hr/> | | <hr/> | |

PARTICIPANTS

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
Supplemental Information
For the Nine-Months Ended March 31, 2015

Accounts Receivable:

| | | |
|------------------------|---------------|-------------------------|
| Misc Member Conference | 11,070 | Member Registrations |
| Exhibitor Conference | <u>13,500</u> | Exhibitor Registrations |

Total Accounts Receivable 24,570

Prepaid Expenses:

| | | |
|--------------------|--------------|-----------------------------------|
| Aon Assoc Services | 348 | SOGF Cancellation Insurance |
| Marco | 202 | Conference Supplies |
| Aon Assoc Services | <u>1,483</u> | Conference Cancellation Insurance |

Total Prepaid Expenses 2,033

Deposits:

Current:

| | | |
|-------------------------------|--------------|---------------------------------|
| PGA National | 5,000 | 2015 SOGF |
| Diplomat Golf and Tennis Club | 1,723 | 2015 Conf Golf Tournament |
| GG's Waterfront | 1,065 | 2015 Conf President's Reception |
| Diplomat Hotel | 1,500 | 2015 Conference |
| Total Current: | <u>9,288</u> | |

Non-Current:

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

Total Deposits 10,788

Accounts Payable:

| | | |
|-----|---------------|-------------------|
| FLC | <u>37,909</u> | Fees and Expenses |
|-----|---------------|-------------------|

Total Accounts Payable 37,909

Miscellaneous Expense:

| | | |
|---------------------------------|------------|-------------------------|
| 2014 Name Badge from Conference | 25 | Bad Debt Write Off |
| My Office Products | 132 | Misc Office Supplies |
| My Office Products | 29 | Misc Office Supplies |
| My Office Products | 28 | Misc Office Supplies |
| Hobby Lobby | 252 | Board Pictures |
| Costco | 19 | Board Pictures |
| Successories | 970 | Board of Director Gifts |
| Apogee Signs | <u>188</u> | Local Chapter Banner |

Total Miscellaneous Expense 1,643

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

| REVENUE COMPARISON | # of Reg | 2015 ACTUAL | 2015 BUDGET | VARIANCE |
|--|---------------------|--------------------|--------------------|-----------------|
| OTHER REVENUE | | | | |
| Exhibitor Fees | 0 | 0 | 150,000 | (150,000) |
| Extra Tickets All Events | | 0 | 5,000 | (5,000) |
| Golf | 0 | 0 | 5,000 | (5,000) |
| Cancellation Fees | 0 | 0 | 1,000 | (1,000) |
| Ethics Course Income | 0 | 0 | 10,000 | (10,000) |
| Room Credits | | 0 | 7,749 | (7,749) |
| Hotel Commissions | | | 29,500 | (29,500) |
| TOTAL OTHER REVENUE | | 0 | 208,249 | (208,249) |
| REGISTRATIONS | | | | |
| Member Registrations | 0 | 0 | 222,500 | (222,500) |
| Member Late Registrations | 0 | 0 | | 0 |
| Associate Registrations | 0 | 0 | | 0 |
| Associate Late Registrations | 0 | 0 | | 0 |
| Non-Member Registrations | 0 | 0 | | 0 |
| Non-Member Late Registrations | 0 | 0 | | 0 |
| TOTAL REGISTRATIONS | | 0 | 222,500 | (222,500) |
| TOTAL REVENUES | | 0 | 430,749 | (430,749) |
| EXPENSE COMPARISON | | | | |
| INSTRUCTIONAL | | | | |
| Equipment Rental | | 0 | 23,000 | (23,000) |
| Speaker per diem/honorarium | | 0 | 10,000 | (10,000) |
| Refreshment Breaks | | 0 | 110,000 | (110,000) |
| Tuesday Business Luncheon | | 0 | 45,000 | (45,000) |
| TOTAL INSTRUCTIONAL EXPENSE | | 0 | 188,000 | (188,000) |
| SPECIAL EVENTS | | | | |
| Golf Tournament | | 0 | 5,000 | (5,000) |
| Opening Ceremony | | 0 | 500 | (500) |
| Association Night | | 0 | 20,000 | (20,000) |
| Ethics Course Expenses | | 0 | 9,800 | (9,800) |
| Tuesday Event | | 0 | 80,000 | (80,000) |
| Hospitality Food, Beverages & Supplies | | 0 | 30,000 | (30,000) |
| President's Reception | | 0 | 10,000 | (10,000) |
| TOTAL SPECIAL EVENTS EXPENSE | | 0 | 155,300 | (155,300) |

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

2015 Conference

Hollywood, FL

| | 2015 ACTUAL | 2015 BUDGET | VARIANCE |
|---|--------------------|--------------------|------------------|
| SPECIAL CONFERENCE EXPENSES | | | |
| Host Committee Shirts | 0 | 0 | 0 |
| Welcome Bags | 0 | 5,000 | (5,000) |
| Speaker Gifts | 0 | 3,500 | (3,500) |
| Transportation | 0 | 6,000 | (6,000) |
| TOTAL SPECIAL CONFERENCE EXPENSES | 0 | 14,500 | (14,500) |
| REGISTRATION/MAILINGS | | | |
| Postage/Shipping | 0 | 1,000 | (1,000) |
| Printing/Duplicating | 0 | 5,000 | (5,000) |
| Supplies | 0 | 2,000 | (2,000) |
| TOTAL REGISTRATION/MAILING EXPENSE | 0 | 8,000 | (8,000) |
| EXHIBITOR | | | |
| Security | 0 | 500 | (500) |
| Service | 0 | 12,000 | (12,000) |
| TOTAL EXHIBITOR EXPENSES | 0 | 12,500 | (12,500) |
| STAFF EXPENSES | 0 | 12,000 | (12,000) |
| OTHER | | | |
| Insurance | 0 | 1,500 | (1,500) |
| Internet Café - High Speed Connections | 0 | 6,000 | (6,000) |
| Miscellaneous | 0 | 5,000 | (5,000) |
| Meeting Planner Services | 0 | 27,400 | (27,400) |
| TOTAL OTHER EXPENSES | 0 | 39,900 | (39,900) |
| TOTAL EXPENSES | 0 | 430,200 | (430,200) |
| NET INCOME (LOSS) | 0 | 549 | (549) |



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President

Mary-Lou Pickles

President-Elect

Barry Skinner

Secretary/Treasurer

Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Executive Summary, Explanation or Background Information on Request:

Investment Report as of March 31, 2015, 2015

Recommended Action:

None

Sarah Koser

Secretary/Treasurer

June 2, 2015

Date

March 31, 2015, month-to-date statement

Page > 1 of 1



Client Services > 800-662-2739

vanguard.com

017232



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

Prime Money Mkt Fund 0030-09910172155

7-day SEC yield as of 03/31/2015* 0.01%

| Date | Transaction | Amount | Share Price | Shares Transacted | Total Shares Owned | Value |
|-------|------------------------------------|--------|---------------|-------------------|--------------------|--------------------|
| | Beginning balance on 2/28/2015 | | \$1.00 | | 65,722.360 | \$65,722.36 |
| 03/31 | Income dividend | \$0.57 | 1.00 | 0.570 | 65,722.930 | |
| | Ending balance on 3/31/2015 | | \$1.00 | | 65,722.930 | \$65,722.93 |

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

Beginning on January 1, 2012, new tax rules on taxable (nonretirement) mutual fund accounts (excluding money market funds) require Vanguard to track cost basis information for shares acquired and subsequently sold, on or after that date. Unless you select another method, sales of Vanguard mutual funds, but not ETFs, will default to the average cost method. We'll begin reporting cost basis to the IRS in 2013. For more information, visit vanguard.com/costbasis.

Fund / Account No. 0030 / 09910172155

Vanguard Prime Money Market Fund

Make checks payable to: The Vanguard Group - 0030

List each check separately. \$

\$

Do not alter or photocopy this investment slip. \$

\$

Total Amount \$

Florida Government Finance
Officers Association Inc.

VANGUARD FLAGSHIP SERVICES
PO BOX 105433

ATLANTA GA 30348-9531

00 708 107007 000000000 30348 9531



00301 09910172155 301 20



FGFOA Certificates of Deposit

As of March 31, 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 |

My Accounts

Investing

Advice & Guidance

News & Perspectives

Why Vanguard

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 06/02/2015 | \$1.00 |
| Change | \$0.00 0.00% |
| SEC yield as of 06/01/2015 | 0.02% |
| Compound yield | 0.02% |

Fund facts

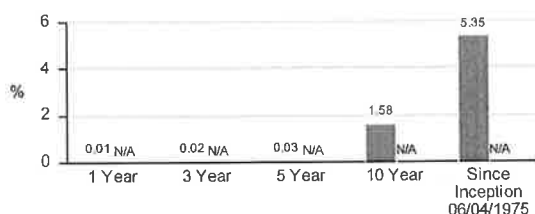
| | |
|--------------------------------|-----------------------------|
| Asset class | Money Market |
| Category | Taxable Money Market |
| Expense ratio as of 12/19/2014 | 0.16% |
| Minimum investment | \$3,000 |
| Fund number | 0030 |
| Fund advisor | Vanguard Fixed Income Group |

Risk potential



Average annual performance

As of 03/31/2015

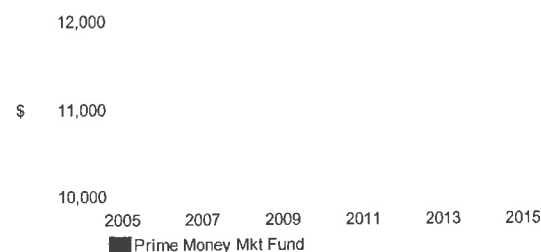


■ Prime Money Mkt Fund
 ■ Money Market Funds Average* (Benchmark)

[Quarter-end](#) | [Month-end](#)

Hypothetical growth of \$10,000

As of 5/31/2015



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 04/30/2015

| Prime Money Mkt Fund | |
|-------------------------|---------------|
| Bankers Acceptances | 0.0% |
| Certificates of Deposit | 7.5% |
| Other | 1.1% |
| Repurchase Agreements | 1.7% |
| U.S. Commercial Paper | 9.1% |
| U.S. Govt. Obligations | 28.2% |
| U.S. Treasury Bills | 10.9% |
| Yankee/Foreign | 41.6% |
| Total | 100.0% |

Characteristics as of 04/30/2015

| | |
|-----------------------|-----------------|
| Number of holdings | 433 |
| Average maturity | 45.0 days |
| Weighted average life | 100.0 days |
| Fund total net assets | \$132.5 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 \$1.00 per share, it is possible to lose money by investing in such a fund.



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President

Mary-Lou Pickles

President-Elect

Barry Skinner

Secretary/Treasurer

Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Executive Summary, Explanation or Background Information on Request:

Check Register as of March 31, 2015, 2015

Recommended Action:

None

Sarah Koser

Secretary/Treasurer

June 2, 2015

Date

FGFOA
Check Register
Jan - Mar
2015

| Date | CK # | Type | Paid To/Rcvd From | Payment | Deposit |
|-----------|------------------------|------|--------------------------|---------------|---------------|
| | Balance @ Dec 31, 2014 | | | | \$ 102,655.10 |
| | Deposits for Jan 2014 | | | | \$ 2,791.64 |
| 1/6/2015 | 3122 | VOID | | | \$ 170.00 |
| 1/6/2015 | 3123 | VOID | | | \$ 225.00 |
| 1/9/2015 | 3136 | CK | Broward County BCC | \$ 395.00 | |
| 1/9/2015 | R00150 | ACH | Graphateria | \$ 862.15 | |
| 1/9/2015 | R00151 | ACH | Hilton Sandestin | \$ 48,148.80 | |
| 1/9/2015 | CC Refunds | CC | CC refunds | \$ 400.00 | |
| 1/29/2015 | R00152 | ACH | Graphateria | \$ 352.60 | |
| 1/30/2015 | 3137 | CK | City of Ocala | \$ 576.16 | |
| 1/30/2015 | R00153 | ACH | Florida League of Cities | \$ 40,587.66 | |
| BANK FEES | SVC000000530 | SVC | Bank Fees | \$ 147.54 | |
| | Deposits for Feb 2015 | | | | \$ 78,819.12 |
| 2/6/2015 | 3138 | CK | Mary-Lou Pickles | \$ 33.70 | |
| 2/27/2015 | R00154 | ACH | Aon Assoc. Services | \$ 1,830.95 | |
| BANK FEES | SVC000000532 | SVC | Bank Fees | \$ 86.85 | |
| | Deposits for Mar 2015 | | | | \$ 172,395.01 |
| 3/6/2015 | R00155 | ACH | L-Soft International | \$ 549.68 | |
| 3/27/2015 | R00156 | ACH | My Office Products | \$ 27.90 | |
| BANK FEES | SVC000000532 | SVC | Bank Fees | \$ 1,584.82 | |
| | | | | \$ 95,583.81 | \$ 357,055.87 |
| | Balance @ 03/31/2015 | | | \$ 261,472.06 | |

System: 5/1/2015 10:33:30 AM
User Date: 3/31/2015

Florida Government Finance Office
DETAILED TRIAL BALANCE FOR 2015
General Ledger

Page: 1
User ID: PHYLLIS

Ranges: From: To:
Date 1/1/2015 3/31/2015
Account -1120- -1120-

Sorted By: Account Subtotal By: No Subtotals
Include: Posting, Unit

^ Inactive Account

| Account | | Beginning Balance | | Description | | Reference | |
|-----------|-------------|------------------------|-----------------------|--------------|-------------|-------------|-----------------------------|
| Trx Date | Jrnl No. | Source Doc | Document | Name | Debit | Credit | Ending Balance |
| -1120- | | Cash - Operating - CCB | | | | | |
| | | | | \$102,655.10 | | | |
| 1/6/2015 | 64,361PMVPY | 003122 | Broward Co. | BCC | \$170.00 | | Void Historical Trx |
| 1/6/2015 | 64,362PMVPY | 003123 | Melissa Grimm | | \$225.00 | | Void Historical Trx |
| 1/6/2015 | 64,365IMIS | | | | \$35.00 | | AB499 |
| 1/7/2015 | 64,410IMIS | | | | \$1,655.00 | | 150107FGFOA_CHK |
| 1/8/2015 | 64,376IMIS | | | | \$70.00 | | AB501 |
| 1/9/2015 | 64,369PMCHK | 003136 | Broward Co. | BCC | | \$395.00 | Computer Checks |
| 1/9/2015 | 64,370PMCHK | R00150 | Graphateria | | | \$862.15 | Computer Checks |
| 1/9/2015 | 64,371PMCHK | R00151 | Hilton Sandestin Beac | | | \$48,148.80 | Computer Checks |
| 1/9/2015 | 64,378IMIS | | | | \$35.00 | | AB502 |
| 1/9/2015 | 64,413IMIS | | | | | \$400.00 | 150109FGFOA_CC |
| 1/12/2015 | 64,379IMIS | | | | \$35.00 | | AB503 |
| 1/14/2015 | 64,396IMIS | | | | \$100.00 | | 150114FGFOA_CC |
| 1/16/2015 | 64,409IMIS | | | | \$557.52 | | 150116FGFOA |
| 1/22/2015 | 64,411IMIS | | | | \$270.00 | | 150123FGFOA_CHK |
| 1/23/2015 | 64,398PMCHK | R00152 | Graphateria | | | \$352.60 | Computer Checks |
| 1/30/2015 | 64,406PMCHK | 003137 | City of Ocala | | | \$576.16 | Computer Checks |
| 1/30/2015 | 64,407PMCHK | R00153 | Florida League of Cit | | | \$40,587.66 | Computer Checks |
| 1/30/2015 | 64,412IMIS | | | | \$34.12 | | 150130FGFOA |
| 1/31/2015 | 64,415CMADJ | SVC0000 | Reconciliation Adjust | | | \$147.54 | Reconcile Adjustments Entry |
| 2/2/2015 | 64,414IMIS | | | | \$35.00 | | AB524 |
| 2/4/2015 | 64,421IMIS | | | | \$70.00 | | AB527 |
| 2/5/2015 | 64,422IMIS | | | | \$35.00 | | AB529 |
| 2/6/2015 | 64,419PMCHK | 003138 | Pickles, Mary-Lou | | | \$33.70 | Computer Checks |
| 2/6/2015 | 64,424IMIS | | | | \$35.00 | | 150206FGFOA_CC |
| 2/9/2015 | 64,428IMIS | | | | \$600.00 | | AB532 |
| 2/9/2015 | 64,429IMIS | | | | \$6,000.00 | | 150209FGFOA_NB |
| 2/10/2015 | 64,431IMIS | | | | \$395.00 | | AB534 |
| 2/10/2015 | 64,432IMIS | | | | \$12,000.00 | | 150210FGFOA |
| 2/11/2015 | 64,433IMIS | | | | \$1,600.00 | | 1502FGFOA |
| 2/11/2015 | 64,434IMIS | | | | \$155.00 | | AB535 |
| 2/11/2015 | 64,442IMIS | | | | \$1,500.00 | | 150211FGFOA_CHK |
| 2/12/2015 | 64,435IMIS | | | | \$1,500.00 | | 150212FGFOA |
| 2/12/2015 | 64,436IMIS | | | | \$210.00 | | AB537 |
| 2/12/2015 | 64,444IMIS | | | | \$335.00 | | 150212FGFOA_CHK |
| 2/13/2015 | 64,437IMIS | | | | \$3,000.00 | | 150213FGFOA |
| 2/13/2015 | 64,447IMIS | | | | \$6,000.00 | | 150213FGFOA_ACH |
| 2/15/2015 | 64,438IMIS | | | | \$30.00 | | AB539 |
| 2/16/2015 | 64,439IMIS | | | | \$35.00 | | AB540 |
| 2/16/2015 | 64,440IMIS | | | | \$1,500.00 | | 150216FGFOA |
| 2/17/2015 | 64,445IMIS | | | | \$245.00 | | AB541 |
| 2/17/2015 | 64,446IMIS | | | | \$1,500.00 | | 150217FGFOA |
| 2/17/2015 | 64,467IMIS | | | | \$35.00 | | 151702FGFOA_CHK |
| 2/17/2015 | 64,468IMIS | | | | \$1,500.00 | | 151802FGFOA |
| 2/18/2015 | 64,450IMIS | | | | \$1,500.00 | | 151802FGFOA_CC |
| 2/18/2015 | 64,451IMIS | | | | \$95.00 | | AB542 |
| 2/18/2015 | 64,469IMIS | | | | \$6,000.00 | | 150218FGFOA_CHK |
| 2/18/2015 | 64,483IMIS | | | | \$1,535.00 | | 151802FGFOA |
| 2/19/2015 | 64,452IMIS | | | | \$1,500.00 | | 150219FGFOA_CC |
| 2/19/2015 | 64,453IMIS | | | | \$60.00 | | AB544 |
| 2/20/2015 | 64,449IMIS | | | | \$34.12 | | 150220FGFOA |
| 2/20/2015 | 64,455IMIS | | | | \$120.00 | | AB545 |

Deposits -
2791.64

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User Date: 3/31/2015

Florida Government Finance Office
DETAILED TRIAL BALANCE FOR 2015
General Ledger

Page: 2
User ID: PHYLLIS

| Account | Beginning Balance | Description | Reference |
|--|-------------------|-------------|-----------------------------|
| Trx Date Jrnl No. Source Doc DocumentName | Debit | Credit | Ending Balance |
| 2/20/2015 64,470IMIS | \$65.00 | | 150220FGFOA_CHK |
| 2/20/2015 64,472IMIS | \$1,500.00 | | 150219FGFOA_CHK |
| 2/22/2015 64,456IMIS | \$60.00 | | AB546 |
| 2/23/2015 64,457IMIS | \$3,000.00 | | 150223FGFOA_CC |
| 2/23/2015 64,473IMIS | \$7,575.00 | | 150223FGFOA_CHK |
| 2/24/2015 64,460IMIS | \$60.00 | | AB549 |
| 2/24/2015 64,461IMIS | \$150.00 | | AB550 |
| 2/25/2015 64,466IMIS | \$3,000.00 | | 150225FGFOA |
| 2/25/2015 64,475IMIS | \$4,500.00 | | 150225FGFOA_CHK |
| 2/26/2015 64,476IMIS | \$6,000.00 | | 150226FGFOA |
| 2/26/2015 64,478IMIS | \$3,000.00 | | 150226FGFOA_CHK |
| 2/26/2015 64,480IMIS | \$220.00 | | AB553 |
| 2/27/2015 64,464PMCHK R00154 Aon Assoc. Services | | \$1,830.95 | Computer Checks |
| 2/27/2015 64,481IMIS | \$30.00 | | AB554 |
| 2/27/2015 64,482IMIS | \$500.00 | | AB555 |
| 2/28/2015 64,465CMADJ SVC0000Reconciliation Adjust | | \$86.85 | Reconcile Adjustments Entry |
| 3/2/2015 64,492IMIS | \$6,405.00 | | AB557 |
| 3/2/2015 64,500IMIS | | \$110.00 | 150302FGFOA_CHK |
| 3/2/2015 64,500IMIS | \$180.00 | | 150302FGFOA_CHK |
| 3/2/2015 64,501IMIS | \$180.00 | | 150302FGFOA_CC |
| 3/3/2015 64,493IMIS | \$9,250.00 | | AB559 |
| 3/3/2015 64,495IMIS | \$9,000.00 | | 150302FGFOA_NB |
| 3/3/2015 64,496IMIS | \$740.00 | | 150303FGFOA_CC |
| 3/3/2015 64,497IMIS | \$3,000.00 | | 050303FGFOA |
| 3/3/2015 64,498IMIS | \$1,440.00 | | AB558 |
| 3/3/2015 64,587IMIS | | \$225.00 | 150303FGFOA_COR |
| 3/4/2015 64,494IMIS | \$11,135.00 | | AB561 |
| 3/4/2015 64,502IMIS | \$1,500.00 | | 150304FGFOA_NB |
| 3/4/2015 64,503IMIS | \$35.00 | | 150304FGFOA_CC |
| 3/4/2015 64,504IMIS | \$1,030.00 | | AB560 |
| 3/4/2015 64,505IMIS | \$880.00 | | 150304FGFOA |
| 3/5/2015 64,506IMIS | \$6,070.00 | | AB563 |
| 3/5/2015 64,508IMIS | \$225.00 | | AB562 |
| 3/5/2015 64,526IMIS | \$4,500.00 | | 150305FGFOA_CHK |
| 3/6/2015 64,487PMCHK R00155 L-Soft internatiional | | \$549.68 | Computer Checks |
| 3/6/2015 64,509IMIS | \$6,665.00 | | AB564 |
| 3/6/2015 64,510IMIS | \$125.00 | | 150306FGFOA_JA |
| 3/7/2015 64,511IMIS | \$285.00 | | AB565 |
| 3/8/2015 64,512IMIS | \$290.00 | | AB566 |
| 3/9/2015 64,513IMIS | \$380.00 | | AB567 |
| 3/9/2015 64,514IMIS | \$3,540.00 | | AB568 |
| 3/9/2015 64,515IMIS | \$50.00 | | 150309FGFOA_CC |
| 3/9/2015 64,524IMIS | \$4,500.00 | | 150309FGFOA |
| 3/9/2015 64,525IMIS | \$2,055.00 | | 150309FGFOA_CHK |
| 3/9/2015 64,586IMIS | | \$1,025.00 | 150309FGFOA_COR |
| 3/10/2015 64,516IMIS | \$6,530.00 | | AB569 |
| 3/10/2015 64,517IMIS | \$1,725.00 | | 150310FGFOA_CC |
| 3/10/2015 64,518IMIS | | \$225.00 | 150310FGFOA_CR |
| 3/10/2015 64,518IMIS | \$735.00 | | 150310FGFOA_CR |
| 3/11/2015 64,521IMIS | \$225.00 | | 150311FGFOA_CC |
| 3/11/2015 64,521IMIS | \$410.00 | | 150311FGFOA_CC |
| 3/11/2015 64,523IMIS | \$1,500.00 | | 150311FGFOA_CHK |
| 3/11/2015 64,549IMIS | \$7,980.00 | | AB571 |
| 3/12/2015 64,522IMIS | \$1,500.00 | | 150312FGFOA |
| 3/12/2015 64,528IMIS | \$4,085.00 | | AB572 |
| 3/13/2015 64,529IMIS | | \$2,090.00 | 150313FGFOA_REF |
| 3/13/2015 64,531IMIS | \$1,500.00 | | 150313FGFOA |
| 3/13/2015 64,532IMIS | \$50.00 | | 150313FGFOA_CC |
| 3/13/2015 64,532IMIS | \$270.00 | | 150313FGFOA_CC |
| 3/13/2015 64,533IMIS | \$285.00 | | AB573 |
| 3/13/2015 64,534IMIS | \$2,610.00 | | AB574 |
| 3/13/2015 64,544IMIS | \$140.00 | | 150311FGFOA_CK |

Deposits
78,819.12

System: 5/1/2015 10:33:30 AM
 User Date: 3/31/2015

Florida Government Finance Office
 DETAILED TRIAL BALANCE FOR 2015
 General Ledger

Page: 3
 User ID: PHYLLIS

| Account | Beginning Balance | Description | Reference |
|--|-------------------|--------------|-----------------------------|
| Trx Date Jrnl No. Source Doc DocumentName | Debit | Credit | Ending Balance |
| 3/14/2015 64,535IMIS | \$225.00 | | AB575 |
| 3/14/2015 64,536IMIS | \$635.00 | | AB576 |
| 3/15/2015 64,537IMIS | \$395.00 | | AB577 |
| 3/15/2015 64,538IMIS | \$225.00 | | AB578 |
| 3/16/2015 64,539IMIS | \$140.00 | | 150316FGFOA |
| 3/16/2015 64,540IMIS | \$515.00 | | 150316FGFOA_JA |
| 3/16/2015 64,541IMIS | \$240.00 | | 150316FGFOA_CC |
| 3/16/2015 64,542IMIS | \$225.00 | | AB579 |
| 3/16/2015 64,543IMIS | \$1,940.00 | | AB580 |
| 3/16/2015 64,561IMIS | \$7,500.00 | | 150316FGFOA_CHK |
| 3/16/2015 64,578IMIS | \$140.00 | | 20140316FGFOA |
| 3/17/2015 64,545IMIS | \$155.00 | | 150317FGFOA_CC |
| 3/17/2015 64,546IMIS | \$2,655.00 | | AB582 |
| 3/17/2015 64,560IMIS | \$1,485.00 | | 150317FGFOA_CHK |
| 3/18/2015 64,550IMIS | \$225.00 | | 150318FGFOA_NB |
| 3/18/2015 64,551IMIS | \$3,135.00 | | AB584 |
| 3/18/2015 64,564IMIS | \$140.00 | | 150316FGFOA_CK |
| 3/19/2015 64,552IMIS | \$60.00 | | 150319FGFOA_CC |
| 3/19/2015 64,553IMIS | \$4,345.00 | | AB586 |
| 3/19/2015 64,562IMIS | \$625.00 | | 150319FGFOA_CHK |
| 3/20/2015 64,554IMIS | \$1,500.00 | | 150320FGFOA_CC |
| 3/20/2015 64,555IMIS | \$70.00 | | 150320FGFOA |
| 3/20/2015 64,556IMIS | \$2,155.00 | | AB588 |
| 3/23/2015 64,566IMIS | \$140.00 | | 150323FGFOA |
| 3/23/2015 64,567IMIS | \$155.00 | | 150323FGFOA_CC |
| 3/23/2015 64,575IMIS | \$2,625.00 | | AB591 |
| 3/23/2015 64,588IMIS | \$7,525.00 | | 150323FGFOA_CHK |
| 3/24/2015 64,568IMIS | \$2,905.00 | | AB593 |
| 3/24/2015 64,569IMIS | \$285.00 | | AB592 |
| 3/25/2015 64,576IMIS | \$3,450.00 | | AB594 |
| 3/25/2015 64,591IMIS | \$1,510.00 | | 150325FGFOA_CHK |
| 3/25/2015 64,608IMIS | \$1,110.00 | | 20140325FGFOA |
| 3/26/2015 64,579IMIS | \$1,500.00 | | 150326FGFOA_CC |
| 3/26/2015 64,580IMIS | \$70.00 | | 150326FGFOA |
| 3/26/2015 64,581IMIS | \$860.00 | | AB595 |
| 3/26/2015 64,582IMIS | \$4,245.00 | | AB596 |
| 3/26/2015 64,592IMIS | \$3,000.00 | | 150326FGFOA_CHK |
| 3/27/2015 64,573PMCHK R00156 My Office Products | | \$27.90 | Computer Checks |
| 3/27/2015 64,583IMIS | \$225.00 | | 150327FGFOA_CC |
| 3/27/2015 64,584IMIS | \$4,230.00 | | AB597 |
| 3/29/2015 64,585IMIS | \$315.00 | | AB599 |
| 3/30/2015 64,593IMIS | \$3,960.00 | | 150330FGFOA |
| 3/30/2015 64,594IMIS | \$105.00 | | 150330FGFOA_CHK |
| 3/30/2015 64,595IMIS | \$90.00 | | 150330FGFOA_CC |
| 3/30/2015 64,596IMIS | \$3,810.00 | | AB600 |
| 3/30/2015 64,609IMIS | \$0.01 | | 20150330FGFOA |
| 3/31/2015 64,597IMIS | \$1,820.00 | | AB601 |
| 3/31/2015 64,610CMADJ SVC0000Reconciliation Adjust | | \$1,584.82 | Reconcile Adjustments Entry |
| Totals: | \$258,075.77 | \$99,258.81 | \$261,472.06 |
| Grand Totals: | \$102,655.10 | \$258,075.77 | \$0.00 |
| Total Accounts: 1 | | | |

Deposits
 \$172,395.01



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President
Mary-Lou Pickles

President-Elect
Barry Skinner

Secretary/Treasurer
Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Title of Item: Lifetime Achievement Award Committee Recommendation

Executive Summary, Explanation or Background Information on Request:

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 of 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.

Recommended Action:

This item is being brought forward for discussion purposes only. No action or change to the current process is being recommended at this time.


Sarah C. Koser, Secretary/Treasurer

May 5, 2015
Date



Florida Government Finance Officers Association, Inc. *Leadership FGFOA Ad-Hoc Committee* **2014-2015**

2014-2015

CHAIR

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

COMMITTEE MEMBERS

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

Meeting Date: June 17, 2015

Title of Item: Ad-Hoc Leadership Committee Update

The Ad-Hoc Leadership Committee presented its last update to the Board at the March 13, 2015, Board meeting, and promised a draft of the Program for the June 2015 meeting.

Subsequently, the Committee held conference calls on April 10, 2015, and May 6, 2015, to discuss updates to the Program, to tweak the Application, and to discuss marketing efforts.

Application. Based on direction by the Board, the Committee included the need for a sponsor in the Application, and a letter of recommendation from an active FGFOA member is now required. The updated Application (attached) has been forwarded to the League, and the League responded quickly with a fillable pdf form, which will be made available online. The Application is on schedule to be distributed and reviewed as follows:

1. Post Application online in early August 2015
2. Applicant responses are due September 15, 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 (to be developed later) explaining the class will be sent just before the Application is posted on the FGFOA website.

Program. The Committee discovered in its search for teachers, that the Program covers many broad topics and has many overlapping elements. Many agreed that each topic could lend itself to hours or days of study, and further refinement should be expected. One teacher suggested an approach to make the Program more cohesive. He suggested taking the student through the Program in a way that naturally progresses from a focus on the individual, to a focus on the broader audience. Therefore the Program has been constructed to flow as follows:

1. Day 1 – About You and Your Leadership Style
2. Day 2 – About Your Team and Developing Your Staff
3. Day 3 – About Your Organization and Difficult Issues You Will Encounter
4. Day 4 – About the Future, Planning, Recruiting and Retaining Your Workforce
5. Day 5 – About the Outside World, the Public, the Media and Large Group Issues

Florida Government Finance Officers Association, Inc.
Leadership FGFOA Ad-Hoc Committee
2014-2015

Even after adding a purpose in the daily flow, there is still considerable overlap in the Program, so further work is needed. The attached draft provides a tentative schedule. The Committee will reach out to the prospective teachers and solidify the daily coursework and provide the Board with the following items in final form at the August 28, 2015, Board meeting:

1. Program Matrix
2. Course Descriptions
3. Teacher Bios
4. After-hour Events
5. Graduation Ceremony Details
6. Marketing Events

Preliminary bios and course curriculum (attached) are sufficient for marketing purposes and will be honed so that they will be available for distribution along with the Application in August so that potential participants can see (if only broadly) the depth and import of the Program.

Marketing. Immediately after the March Board Meeting, at the Board's direction, the League sent an email blast to members announcing the Program, the date, the cost and other information in order to encourage members to plan (and budget) to attend. Afterward, the Committee reached out to the Local Chapter Presidents and members of the Emerging Leaders group, apprising them of the 2016 Leadership Program. The Committee also reached out to the 2015 Conference Host and Program Chairs, seeking permission to hang 20" x 30" posters at the Conference and to include fliers in the Conference Welcome Bags. (see attached mock-ups). Both David Keller and Nicole Gasparri embraced the idea, so the Committee reached out to the League for support on these marketing efforts. Finally, the current President Mary-Lou Pickles has suggested she may include this item in her exit speech, and the 2016 President-Elect Sarah Koser has agreed to mention the event in her orientation calls with the local chapters.

The Committee will develop other methods for reaching out to potential Program participants and keep the Board apprised of the same.

On-going Schedule. The Committee will meet on June 15, 2015 and further develop or polish the Program and related elements. After the 2015 Conference, the Committee will digest the Board's June 17, 2015, feedback, make final tweaks to the Program and related items in July, and deliver the final Application in August.

Florida Government Finance Officers Association, Inc.
Leadership FGFOA Ad-Hoc Committee
2014-2015

Attachments:

1. FGFOA 2016 Leadership Program Matrix
2. Program Theme
3. Preliminary Bios
4. Application
5. Posters and Fliers

Recommended Action:

Currently no action required.

Lee Huffstutler
Chair

June 17, 2015
Date

FGFOA 2016 Leadership Program

| DAY | Monday - April 4, 2016 | | Tuesday - April 5, 2016 | | Wednesday - April 6, 2016 | | Thursday - April 7, 2016 | | Friday - April 8, 2016 | | | |
|-------------|------------------------|--|-------------------------|---|---------------------------|--|--------------------------|---|-------------------------|---|--|--|
| THEME | ABOUT YOU | | ABOUT YOUR TEAM | | ABOUT YOUR ORGANIZATION | | ABOUT THE FUTURE | | ABOUT THE OUTSIDE WORLD | | | |
| Times | | | | | | | | | | | | |
| Start | Stop | | | | | | | | | | | |
| 8:00 | 9:40 | Barry Skinner - Introduction History , and Purpose - 1.0 hour Staff - Ice Breaker - 1.0 hour | | Mimi Hull- Coaching and Mentoring; Relationship and Team Building; - 1.0 hour Handling Stressful Situations - | | Mark Toombs - Ethics & Integrity (personal leadership and establishing a culture of ethics) - 2.0 hours | | Ben Green - Skill Development - 1.0 hour Dealing with stress - 1.0 hour | | Annetta Wilson - Media relations and working with others - 2.0 hours | | |
| Break | | | | | | | | | | | | |
| Start | Stop | | | | | | | | | | | |
| 10:00 | 11:40 | Mimi Hull- DISC Profile - 1.0 hour Leadership and Communication Styles - 1.0 hour | | Mimi Hull- Planning, organizing and project management - 2.0 hours | | Mark Toombs - Conducting Effective meetings; - 2.0 hours | | Ben Green - Coaching and mentoring, - 2.0 hours | | Annetta Wilson - Presentation and Public Speaking Skills - 2.0 hours | | |
| Lunch | | | | | | | | | | | | |
| Start | Stop | | | | | | | | | | | |
| 1:00 | 2:40 | Mimi Hull- Self Assessment Skills - 1.0 hour Work/Life Balance - 1.0 hour | | Mimi Hull- Strategic Planning - 1.0 hour | | Mark Toombs - Facilitation Skill s - 2.0 hours | | Ben Green - Goal setting, 1.0 hours Recruitment - 1.0 hour | | Annetta Wilson - Crisis and Conflict Resolution Skills - 2.0 hours | | |
| Break | | | | | | | | | | | | |
| Start | Stop | | | | | | | | | | | |
| 3:00 | 4:40 | Mimi Hull- Personal Goal Setting - 1.0 hour Perfecting Listening and Communication Skills - 1.0 | | Mimi Hull- The Price of a Good Leader - 2.0 hours | | Mike Roper - Labor Law - 2.0 hours | | Ben Green - Developing others and facilitating change- 2.0 hours | | Barry Skinner - Closing Ceremony - 1.0 hour | | |
| After-hours | | | | | | | | | | | | |



2014-15 Leadership Ad Hoc Committee

Program Topics

Background

You/Leadership Style

- Leadership styles
- personal styles
- traditional vs. transformational
- leadership vs. management

Teamwork / Staff Development

- Team building
- Motivating others
- Conflicts
- Listening/Communication skills
- Coaching and Mentoring
- Relationships

Organizational/Staff Issues

- Handling stressful circumstances
- Problem solving/decision making
- Project Management

Culture

- Ethics
- Change
- Federal Law & Labor Relations

Future

- Succession Planning
- Coaching and Mentoring
- Recruiting & Retaining an Inclusive Workforce
- Strategic Planning

Outside World

- Public Meetings
- Media Relations
- Large Group Conflict Resolution
- Presentation/Public Speaking

Background

- FGFOA (Historical and Organizational Overview including Mission and Vision statements, Committees, and other functions)
 - Purpose of Leadership Class (goals for class)

Workplace & Compliance Training

- Ethics & Integrity (Personal Leadership and to Establish a Culture of Ethics)
- Introduction to Federal Law & Labor Relations

Communication Skills & Media Relations

- Conducting Effective Meetings (creating agenda, dealing with disruptive members, managing topics, time constraints)
- Developing Conflict Resolution Skills (dealing with external parties, board members, interdepartmental relations)
- Facilitation Skills for Leaders (Leading groups, "salesmanship" skills)
- Media Relations & Public Records ("how to" skills)
- Perfecting Your Listening and Communication Skills (verbal, non-verbal signals, emails)
- Presentation and Public Speaking Skills (Council, Civic Groups, Community)

Management and Supervisory Skills

- Recruiting & Retaining an Inclusive Workforce
- Coaching and Mentoring for Excellence
 - Goal setting (for employees supervised)
 - How to Inspire & Motivate Others
- Handling Stressful Circumstances
 - Conflict Resolution
 - Crisis Leadership
 - Handling Difficult Situations
 - Handling grapevine issues (communicating effectively with employees)
- Managerial Problem Solving & Decision Making
- Relationship and Team Building
 - Working With Others for Results (how can I support you, subordinating personal goals for benefit of the team)

Leadership Development

- Developing Others – Succession Planning
- Leadership Styles – What Type Are You?
 - Authoritarian, Autocratic, Participative, Democratic, Consultative, etc
 - Leadership vs. Management (You don't have to be one to be the other. What it means to be either or both.)
 - Traditional vs. Transformational Management
- Communication Styles (Personality based assessment such as True Colors, Myers Briggs or whatever tool consultant utilizes)
- Leading and Facilitating Change (culture change, technological change)
 - Building Relationships in order to lead and facilitate
- Leadership Tool Kit
 - Planning and Organizing
 - Project Management (managing particular projects)
 - Strategic Planning and Gap Analysis (broad vision, short and long range)
 - Goal setting (for yourself – not employees)
- The Price of Being a Good Leader
 - Fears, Issues, Work/Life Balance
 - Self Assessment Skills (assessing your leadership skills, overcoming mistakes, conducting surveys to gain feedback)

DISC training and communication skills

1. Dr. Mimi Hull

Miriam (Mimi) Hull, Ph.D.
Corporate Psychologist (PY 3072)
225 S. Swoope Ave., Suite 210
Maitland, Florida 32751
Phone: (407) 628-0669
Fax: (407) 539-2133
Email: DrMimi@Hullonline.com

Miriam (Mimi) B. Hull, Ph. D., is President of Hull & Associates, which provides consulting, speaking, training and facilitation services to Fortune 500 corporations, small businesses, not-for-profit organizations, associations, conferences, and conventions. Clients include Darden Restaurants, Florida Hospital, Siemens, State and Local Governments, SunTrust Bank, Walt Disney World, and literally hundreds of associations and not for profit organizations. Dr. Mimi is a fully licensed psychologist who specializes in organizational development, workplace human relations training, and consulting. She is also a veteran speaker with tasteful, amusing, and inspiring information for every listener.

See Dr. Mimi in Action! <http://vimeo.com/album/2099257/video/50715384>
To see some of Dr. Mimi's latest Media and TV appearances, click here:
<http://www.hullonline.com/dr-mimi-in-the-news/>

2. Mark Toombs

Lead Facilitator/Instructor
Corporate and Customized Training Programs
Continuing Education
University of Central Florida Division of Continuing Education
407-538-9905

Mark Toombs, is president of Training Edge and lead facilitator for corporate and organizational development programs with the UCF Division of Continuing Education. Mark 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.

Mark has designed and facilitated training programs and workshops, as well as provided consultation services for business clientele throughout the U.S. Mark is a high-energy, captivating and successful presenter whose true passion is in professional development

Media Relations

Annetta Wilson

Annetta Wilson Media Training & Success Coaching

7025 CR46A Suite 1071 #344

Lake Mary, FL 32746

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Office: (407) 333-4744

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Annetta Wilson is President of Annetta Wilson Media Training & Success Coaching. A Certified Mastery Coach and Certified Trainer, Ms. Wilson is a business strategist specializing in presentation skills, communication skills, and media training for public figures, entrepreneurs and executives. She also coaches individuals on personal and work-related communication issues. Ms. Wilson has coached on-air journalists at CNN and coached for Walt Disney World's Ambassador Program. She is a Premier Coach for eWomen Network, the largest online networking community for businesswomen in North America...

Annetta was national emcee for the Office Depot Success Strategies Conference for Businesswomen. An award-winning journalist, Annetta logged over three decades in the broadcast industry as a television news anchor, reporter, producer, talk show host and writer. She's held management positions as a community affairs director and marketing director. Annetta is one of 8 coaches featured in the book, *"Coaching for Success"* (Insight Publishing, May 2009), and is a contributing author to the book, *"Inspiration to Realization: Real Women Reveal Proven Strategies for Personal, Business, Financial and Spiritual Fulfillment," Volume Three* (Love Your Life Publishing). She publishes an online newsletter called "For Success" (www.YourCoachForSuccess.com).

Annetta graduated Summa cum Laude with a degree in Broadcast Journalism.

LEADERSHIP FGFOA PROGRAM APPLICATION

Date Submitted: _____

SEE LEADERSHIP BROCHURE FOR APPLICATION REQUIREMENTS.

PERSONAL DATA

Name (First, Middle Initial, Last):

Gender:

Office Phone:

Cell Phone:

Current Government Employer:

Job Title:

Business Address:

Business Email Address:

EDUCATION

College(s), Advanced Degree(s) and/or Specialized Training

Name, City & State of Institution

Dates (From-To)

Degree

Major

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 (This will be repeated; applicant told to add pages if necessary.)

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: _____

FGFOA Committees, Ad Hoc,
Other

Positions Held/Assignment
(If applicable.)

Period of
Service

Chapter Member _____ Yes _____ No

Chapter Name: _____

Chapter Involvement (List any activities.): _____

E) Other Business/Professional Affiliations

Name of Group

Positions Held/Assignment
If Applicable

Period of Affiliation

COMMUNITY INVOLVEMENT

(List, in order of importance to you, up to 3 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.)

| Organization | Dates of Affiliation | Assignment/ Position | Average Hours/ Month |
|--------------|-------------------------|-------------------------|-------------------------|
|--------------|-------------------------|-------------------------|-------------------------|

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 *(Government sector preferred and one must be an active FGFOA member.)*

Contact/Company/Title:

Business (Address, City, State, Zip):

Phone:

E-mail:

FGFOA Member ☐ Yes ☐ No

Contact/Company/Title:

Business (Address, City, State, Zip):

Phone:

E-mail:

FGFOA Member ☐ Yes ☐ No

Contact/Company/Title:

Business (Address, City, State, Zip):

Phone:

E-mail:

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 until 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: _____



**COMING
SOON**

LEADERSHIP 2016

April 4-8, 2016

FGFOA Inaugural Event

5-Day Program

In Orlando

Rigorous and Rewarding

Leadership Development Program

Registration Fee \$2,500

Includes training, materials, food and lodging for the week

Class size is limited

Early registration is encouraged

Applications will be available August 2015



LEADERSHIP 2016

April 4-8, 2016

FGFOA Inaugural Event

5-Day Program

In Orlando

Rigorous and Rewarding

Leadership Development Program

Registration Fee \$2,500

Includes training, materials, food and lodging for the week

Class size is limited

Early registration is encouraged

Applications will be available August 2015



Florida Government Finance Officers Association, Inc.

Innovative Recognition Program Ad-Hoc Committee

2014-2015

2014-2015

CHAIR

Linda Howard

Meeting Date: The committee had several email exchanges with the Technical Resources Committee (TRC) in conjunction with the receipt and review of the applications for the ACE awards

COMMITTEE MEMBERS

Georgina Rodriguez
Marilyn Rosetti
Fredrik Coulter

Title of Item: Update

Executive Summary, Explanation or Background: Several applications were received. The TRC did an outstanding job in reviewing the applications and making recommendations to enhance the awards process.

Most prominent actions:

1. Selected our very first ACE award winners!
2. Recommended that ACE awards be moved to another committee. The TRC had too much on its plate.
3. TRC recommended several changes to make the review process better including changing the timeline.

Recommended Action:

1. Board approval to move the ACE awards from TRC to Membership Development Committee.

Linda S. Howard
Chair

May 27, 2015
Date



Florida Government Finance Officers Association, Inc.
Board of Directors
2014-2015

Agenda Item Request

**2014-2015
BOARD OF DIRECTORS**

OFFICERS

President
Mary-Lou Pickles

President-Elect
Barry Skinner

Secretary/Treasurer
Sarah Koser

DIRECTORS

Ken Burke

Linda S. Howard

Johnathan McKinney

Shannon Ramsey-Chessman

Jamie Roberson

Georgina Rodriguez

Marilyn Rosetti

Darrel Thomas

Meeting Date: June 12, 2015

Title of item: Executive Director Report

Executive Summary, Explanation or Background Information on Request:

Verbal conference update at the meeting

| <u>Membership Paid</u> | <u>06/02/2015</u> | <u>03/16/2015</u> | <u>05/20/2014</u> |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| Active: | 2,448 | 2,250 | 2,358 |
| Associate: | 363 | 329 | 410 |
| Lifetime/Retiree: | 30 | 30 | 30 |
| Total | 2,841 | 2,609 | 2,798 |

Recommended Action:

Executive Director

June 2, 2015
Date

FGFOA List Serve Report – January thru May 2015

| List Name | List Title |
|---|--|
|  FGFOA-ACCOUNTINGAUDITING | FGFOA - Listserve - Accounting, Auditing & Financial Reporting (624 Subscribers) |
|  FGFOA-BUDGETING | FGFOA - Listserve - Budgeting (523 Subscribers) |
|  FGFOA-DEBTTREASURY | FGFOA - List - Debt & Treasury (670 Subscribers) |
|  FGFOA-FINANCIALADMINISTRATION | FGFOA - Listserve - Financial Administration (491 Subscribers) |
|  FGFOA-PERSONNELPAYROLL | FGFOA - Listserv - Personnel & Payroll (196 Subscribers) |

Accounting & Auditing

Armored Car Service (3 messages)
 Average final calculations for pension purposes (1 message)
 Cash deficits at year end (1 message)
 Copier/Printer Lease (2 messages)
 Credit Card Processing ("SQUARE") inquiry (1 message)
 Debt / Cash Policies (1 message)
 Financial/Enterprise Software (1 message)
 Fund Balance (3 messages)
 FW: Countywide Quarterly Reports (1 message)
 FW: Internal Audit Risk Assessment and Audit Plan (1 message)
 FW: Is your Utility ready for October 2015? (1 message)
 GASB 67 Measurement Date (1 message)
 GovNow automatic Credit Card payments not posting to Sungard Utility Accounts (1 message)
 Grant Policy and Procedures (3 messages)
 grants (6 messages)
 Internal Audit Risk Assessment and Audit Plan (6 messages)
 INVESTMENT POLICY (2 messages)
 Invoices/Receipts Electronic (6 messages)
 Is your Utility ready for October 2015? (1 message)
 Leased Vehicles (2 messages)
 Stop payment policy (2 messages)
 Text Messaging Policy (2 messages)
 W-2 TRANSITION RELIEF FOR REPORTING HEALTHCARE COVERAGE IN BLOCK 12, CODE DD (1 message)
 Bank Fees for ACH Services (3 messages)
 Capitalization of software (3 messages)
 Coding of 401(a) on W-2 (2 messages)
 Donations (1 message)

Fwd: Review of the Internal Revenue Service's Purchase Card Violations Report and the Status of Government Charge Card Recommendations (1 message)
 Internal Audit - Software (3 messages)
 Invoices/Receipts Electronic (1 message)
 Procedures for vendors with revenue sharing agreements (1 message)
 Restricted vs. Committed (13 messages)
 RFQ for 457 Plan advisor (1 message)
 Tax roll audits (4 messages)
 Test (1 message)
 Utility Audit (telephone, FPL, gas bills) (4 messages)
 Utility Audit (telephone, FPL, gas bills) (1 message)
 [SPAM] - Re: Utility Audit (telephone, FPL, gas bills) - Email has different SMTP TO: and MIME TO: fields in the email addresses (1 message)
 Accounts Payable Documentation with VISA/MC Charges (2 messages)
 CAFR Software (5 messages)
 Coding Question (6 messages)
 Employee health insurance (4 messages)
 Fringe Benefits Calculations (1 message)
 Revenue net of credit card charges (4 messages)
 Salary survey - Enterprise Fund Accountant (1 message)
 Time & Attendance (2 messages)
 W9 Requirements (3 messages)
 Audit Selection (2 messages)
 County Manager/Contract Authority (1 message)
 Employer Contribution to Retirement Plan (15 messages)
 ERP costs (2 messages)
 Independent Instructors - Parks & Recreation (3 messages)
 Internal Control PPM for Point of Sale Systems (1 message)
 Recreation Software (10 messages)
 Telestaff/Kronos/Electronic Timekeeping (1 message)
 Uniforms / Shoes Allowances (Budget Question) (8 messages)
 Utility rates (1 message)
 Audit Selection (3 messages)
 Auditing Services RFP (3 messages)
 Business tax license (7 messages)
 Check or Warrants placed before BOCC (3 messages)
 Contracted ambulance billing (4 messages)
 Employer Contribution to Retirement Plan (2 messages)
 Financial Reporting (10 messages)
 FRS Contribution Rates (8 messages)
 FW: Financial Reporting (1 message)
 Lien search (14 messages)
 Local Business Tax (2 messages)

policy on electronic and ACH payments for A/P vs manual checks (*1 message*)
Public Parking decals Sales Taxable (*2 messages*)
Purchasing Policy Preference (*2 messages*)
RFP for Arbitrage Consultants (*1 message*)
RFP for Audit Services (*1 message*)
Workers Comp (*8 messages*)

Budgeting

ERP Vendor Demonstration Schedules (*3 messages*)
Fleet Replacement Policy (*1 message*)
Fund Balance (*11 messages*)
Grant Policy and Procedures (*3 messages*)
Law Enforcement Training Fund Question (*2 messages*)
Multi-Year Budget (*3 messages*)
Rate of Return to General Fund from Utility Funds (*3 messages*)
Strategic Planning (*4 messages*)
Travel reimbursement and per diem (*5 messages*)
CBRC Ordinance (*7 messages*)
City of Flagler Beach (*1 message*)
Fringe Benefits Calculations (*4 messages*)
Grant Research Software (*7 messages*)
Projection Tools (*5 messages*)
RFP for Insurance (*2 messages*)
Budget Amendments/Adjustments (*9 messages*)
Policies (*3 messages*)
Utility rates (*3 messages*)
Baker Act Services (*1 message*)
Budget Amendments/Adjustments (*1 message*)
Citizens Budget (*2 messages*)
COLA (*4 messages*)
Contracted ambulance billing (*3 messages*)
Enterprise Fund charge for Payment in Lieu of Taxes (PILOT) (*3 messages*)

Fire Services MSBU (*3 messages*)
Garbage fees for landlords (*1 message*)
Indirect Cost Allocation (*6 messages*)
Transfers to GF from Utility Fund (*1 message*)

Debt & Treasury

Average final calculations for pension purposes (*1 message*)
Credit Card Processing ("SQUARE") inquiry (*2 messages*)
Debt / Cash Policies (*3 messages*)
FW: COPs financing fees (*1 message*)
FW: parking passes (*1 message*)
parking passes (*1 message*)
Average final calculations for pension purposes (*3 messages*)
FW: GO Bond Issuefg (*1 message*)
GO Bond Issue (*1 message*)
GO Bond Issuefg (*1 message*)
CC processing with the Cube or Square (*3 messages*)
CC processing with the Cube or Square (*2 messages*)
Debt Management Parameters (*1 message*)
Inter-fund Loan Interest Rate (*4 messages*)

Financial & Administration

Armored Car Service (*1 message*)
Auditors (*1 message*)
Average final calculations for pension purposes (*1 message*)
Compensated Absences (*3 messages*)
COPs financing fees (*2 messages*)
Countywide Quarterly Reports (*1 message*)
FW: COPs financing fees (*1 message*)
GASB 68 Implenmentation (*3 messages*)
Government Revenue Collections Association (*1 message*)
How to pay police personnel (*2 messages*)
IRC Question (*1 message*)
parking passes (*1 message*)
Payroll Division (*8 messages*)
Purchase of Apparel (*3 messages*)
RFP Boilerplate Software (*1 message*)
RFP Format (*3 messages*)
RFP/RFQ Managed IT Services (*1 message*)
RFQ for bond underwriters (*2 messages*)
Spanish Translating Services Contract for Website Translation (*3 messages*)
Advertising for bids (*1 message*)
Contracted Grant Administration Services / Engineering Services (*2 messages*)
Financial/Enterprise Software (*1 message*)
Foreign Travel for Tourist Develoment (*1 message*)
Foreign Travel for Tourist Development (*1 message*)
FW: GO Bond Issuefg (*1 message*)
GO Bond Issue (*1 message*)

GO Bond Issuefg (1 message)
 Indirect Cost Study Firms (4 messages)
 INFORMATION SECURITY PLAN (1 message)
 RFQ for 457 Plan advisor (1 message)
 Utility Audit (telephone, gas, electric bills) (1 message)
 Accepting Donations from a private entity for tickets (2 messages)
 Competitive vs non-Competitive Procurement Thresholds (9 messages)
 Employee health insurance (1 message)
 Florida PACE Funding Agency (1 message)
 Grant information summary (3 messages)
 Missing Receipts (2 messages)
 MUNIS Tyler Technology Software - Work Orders, Fleet and Facilities (1 message)
 Operational/Management Reports (10 messages)
 Question regarding use of contracted Building Officials (4 messages)
 RFQ / RFP (1 message)
 RFQ- Engineering Services- Water Infrastructure (1 message)
 Salary survey - Enterprise Fund Accountant (1 message)
 Storm Water Utility (2 messages)
 Utility Bill Print Contractors (7 messages)
 Utility billing accommodations for seniors, veterans (3 messages)
 accounting software (5 messages)
 Casual Conversation (6 messages)
 Class Action Claim form - Nationwide Class Action Settlement (1 message)
 Collection Agency Policy (1 message)
 Exemptions from Fire Assessment Fees (3 messages)
 Health Insurance (4 messages)
 Independent Instructors - Parks & Recreation (1 message)
 leak adj. (4 messages)
 Personnel Rules and Regulations (Appearance) (1 message)
 RFP Consultant Services Flood Plain Management Plan (1 message)
 The Classic 105 Prepaid Program (1 message)
 Threshold for governing body to approve surplus of assets. (5 messages)
 Travel and Credit Card Policies and Procedures (4 messages)
 Uniform Program (2 messages)
 Credit Card Policy (3 messages)
 DRUG-FREE WORKPLACE PROGRAM POLICY (1 message)
 Gift policy (2 messages)
 Local Business Tax (4 messages)
 Request for information on distribution of county wide fuel tax (2 messages)
 RFP for Holiday Decorations (2 messages)
 Training and Travel policies (1 message)

Personnel & Payroll

Average final calculations for pension purposes *(1 message)*

Purchase of Apparel *(1 message)*

Payroll liability *(2 messages)*

Health coverage for dependents 27 and over *(2 messages)*

HR Hire or Consultant *(1 message)*

Salary survey - Enterprise Fund Accountant *(2 messages)*

Time & Attendance *(3 messages)*

Classification and Pay Analysis for Parks and Recreation Department Positions *(1 message)*

FW: Telestaff/Kronos/Electronic Timekeeping *(1 message)*

IRS Police Department off duty details *(1 message)*

Telestaff/Kronos/Electronic Timekeeping *(1 message)*

Excess Leave Payout Policies *(3 messages)*

Excess Sick or Vacation Leave Pay out *(1 message)*



Florida Government Finance Officers Association Certification Committee 2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

Cheryl Miller, CGFO
Senior Accountant
City of Palmetto
516 8th Ave W
Palmetto, FL 34221
(941) 723-4570
cmiller@palmettofl.org

BOARD LIAISON

Jonathan McKinney

COMMITTEE MEMBERS

Areita Billings
Robert Busch
Jim Desuyo
Epifanio Gumerá
Karen Keith
Larry Napier
Michael Perry
Lisa Robinson
Lorrie Simmons
Scott Simpson
Kathy Stracuzzi
Donna Wright

Meeting Date: June 12, 2015

Title of Item: Certification Committee Status Update

1. Certification – Final Report.

The Certification Committee is responsible for the oversight and administration of the Certified Government Finance Officer (CGFO) program. The Committee is also responsible for administering the CGFO exam twice a year, which includes obtaining the instructors for the review classes and proctoring the exams. The Committee had another busy year; we updated the certification criteria to allow for all Bachelor's degrees to qualify for the exam, completed the CGFO Survey and submitted results in the March newsletter, introduced the new CGFO of the year in the December newsletter provided sample questions in the June newsletter and proctored the fall and spring exams, which had over 75 participants. We added 20 new CGFOs, 44 applications and processed 104 CGFO renewals. I would like to thank the Committee members and our Board liaison, John McKinney, who participated in our activities during the year.

Recommended Action:

Item 1– No Action Needed

Cheryl A Miller

Cheryl Miller

06/02/15

Date



Florida Government Finance Officers Association
Conference Host Committee
2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

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

BOARD LIAISON

Georgina Rodriquez

COMMITTEE MEMBERS

Johnna Agin
Raymond Bachik
Maria Caulder
Ivonne Chaustre
Miriam Cleary
Marie Elianor
Holly Hugdahl
Karen Keith
Matt Lalla
Susan Gooding-Liburd
Linda Logan-Short
Robin Ann MacGowan
Larry Napier
Jeremy Niedfeldt
Karen Paulson
Carmen Richardson
Karen Russell
Kristopher Shoemaker
William Spinelli
Allison Teslia
Elizabeth Walter
Patricia Williams

Meeting Date:

June 12, 2015

Title of Item: Report to Board of the 2014-2015 Conference Host Committee

Summary, Explanation or Background Information on Request:


The Conference Host Committee continues its work on events and items for next year's annual conference.

Preparations are set for the Opening Ceremony and also the Tuesday Night Event at the ArtsPark. Logo has been designed; bags have been ordered and received. Musical and glass blowing artists have been finalized. Food and drink vendors are settled.

Except for last minute details, the Conference Host Committee is ready for the conference.

Recommended Action:

For informational purposes only.



David E. Keller, Chair

May 27, 2015
Date



Florida Government Finance Officers Association
Conference Program Committee
2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

Nicolle Gasparri, CGFO
Community Program Manager
City of Boca Raton
201 W Palmetto Park Rd
Boca Raton, FL 33432
(561) 239-9233
ngasparri@ci.boca-raton.fl.us

BOARD LIAISON

Shannon Ramsey-Chessman

COMMITTEE MEMBERS

Angela Balent
Patricia Barthlow
Bernadette Britz-Parker
Yvonne Clayborne
Jim Cooke
Thomas Cox
Gene Cunningham
Frank DiPaolo
Michael Gomez
Christopher Greco
Jeffrey Kern
Andrew Laffin
Jeffrey Larson
Dorritt Miller
Larry Napier
Rene O'Day
Gerald Peebles
James Rizzo
William Spinelli

Meeting Date: June 12, 2015

Title of Item:

Executive Summary, Explanation or Background Information on

No formal report submitted

Recommended Action:

Nicolle Gasparri

Date



Florida Government Finance Officers Association
Legislative Committee
2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

Cindy Kelley

Deputy Chief Financial Officer

City of Ocala

110 SE Watula Ave

Ocala, FL 34471

(352) 629-8374

ckelley@ocalafl.org

BOARD LIAISON

Ken Burke

COMMITTEE MEMBERS

Peggy Ball

Michele Ennis

Mark Fostier

Sharon Fox

Mary Pendleton-Brown

Peter Lear

Dorritt Miller

Maureen Rischitelli

Anthony Webber

Meeting Date: June 12, 2015

Title of Item:

Executive Summary, Explanation or Background Information on
No formal report submitted

Recommended Action:

Cindy Kelley

Date



Florida Government Finance Officers Association, Inc.
Membership Development Committee
2014-2015

2014-2015

CHAIR

Lacy Smith-Castillo
Accountant
City of Clermont
PO Box 120219
Clermont, FL 34712
(352) 241-7365
lsmith@clermontfl.org

Meeting Date: June 12, 2015

Title of Item: Membership Development Committee Update

Executive Summary, Explanation or Background:

The Emerging Leader's Network is providing a networking event at the Annual Conference Monday, June 15, 2015 from 5:30 - 7pm in the hospitality suite. The Emerging Leader's Network is helping develop the next generation within the FGFOA so this great organization can continue to grow and thrive by ensuring we have emerging leaders. The network is starting establish some life-long friendships and contacts so that the emerging leaders will have the opportunity to learn from the veteran FGFOA members.

The Mentoring Sub-committee paired seven informal Mentee/Mentor pairings in May. The Mentoring Program will continue informally in the future therefore if you are interested in networking and meeting informal mentors please attend one of our Emerging Leader's networking events.

Recommended Action: N/A



Chair

June 2, 2015

Date

BOARD LIAISON

Jamie Roberson

COMMITTEE MEMBERS

Maria Caulder
Shannon Crouch
Sandra D'Angelo
Frank DiPaolo
Ingrid Gaskin-Friar
Michael Gauci
Penny Grossaint
Craig Horner
Jennifer Howland
Susan Nabors
Traci Phillips
Norma Roig
Justin Smith
Van Seaton
Queen Woods



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
Marilyn Hively
Greg James
David Jang
Jeffrey Kern
Jeffrey Larson
Bert Martinez
Larry Napier
Olga Rabel
Ann Marie Ricardi
Lorrie Simmons
Elizabeth Walter-Ebersole
Connie Wolfe

Agenda Item Request

Meeting Date: June 2015

Title of Item: 2015 School of Governmental Finance


Executive Summary, Explanation or Background Information

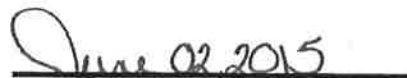
The committee was prepared to bring our session topics and descriptions to the Board for approval at this meeting, as well as our school theme, but due to the amazing changes made to the guidelines for our committee we have gone (happily) back to the drawing board!

We had a committee meeting on May 27, 2015 to discuss the results of the strategic planning and committee chair orientation meetings. I am happy to report that all of the attending committee members were very pleased with the new guidelines!

As a result of the meeting we have decided that we will be voting on the new theme (working with the concept of volunteering) during the beginning of June. The sub committee chairs will be submitting their session descriptions with speakers during the beginning of July for discussion at our next committee meeting. We will have our final submission prepared to submit to the Board during the August meeting!

Recommended Action: None


Missy Licourt


Date



Florida Government Finance Officers Association
Technical Resources Committee
2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

Donna Wright, CGFO

Accountant IV

City of Leesburg

PO Box 490630

Leesburg, FL 34749

(352) 728-9786, ext. 1428

donna.wright@leesburgflorida.gov

BOARD LIAISON

Marilyn Rosetti

COMMITTEE MEMBERS

Michelle Blackstock

Barbara Boyd

Melissa Burns

Yvonne Clayborne

Epifanio Gumera

James Halleran

Ron Harring

Keith Jowers

Larry Napier

James Rizzo

Meeting Date: June 12, 2015

Title of Item: Technical Resources Committee

Board assignment:

Basic Government Resources Manual – Committee is continuing manual update. This was a larger task than anticipated and not completed in the current year.

Responsible for judging the Innovation initiatives recognition awards: The committee received 6 applications for Website Transparency and 12 applications for Process Improvement for the new ACE Award program. One winner was chosen for each category. They will be announced at the Opening Session and each will receive a plaque. Reviewers have prepared newsletter articles for the September issue regarding the winners and details about the program.

Recommended Action:

Acceptance of this report.

Donna Wright

Donna Wright

May 27, 2015

Date



Florida Government Finance Officers Association

Webinar Committee

2014-2015

Agenda Item Request

2014-2015

CHAIRPERSON

Binh Nguyen

Budget Manager

Lake County-BCC

315 W Main Street, Suite 421

Tavares, FL 32778

BOARD LIAISON

Linda Howard

COMMITTEE MEMBERS

Jennifer Barker

Dave Hardison

Macciano Lewis

Susan Nabors

Marjorie Nguyen

John Moran

Angela Singleton

Meeting Date: June 12, 2015

Title of Item: Report to Board

Executive Summary, Explanation or Background Information on

The Webinar Committee conducted its latest webinar in May “Municipal Bond Market Update, Continuing Disclosure, and Other Post-Issuance Requirements” with over 377 attended from counties, cities, and many special districts.

The next webinar “Legislative Updates” will be held on Thursday, July 30 with Amber Hughes and Kraig Conn from the Florida League of Cities. Amber will provide an overview of the Legislative session and Kraig will provide updates on major changes to 175/185 Pension Plans that includes some detailed reporting requirements.

Members are audited after the webinars are concluded to ensure they responded to at least five of the six questions asked during the webinar, in order to qualify for the two hours of continuing education credits.

Recommended Action:

For informational purposes

Binh Nguyen

Binh Nguyen

May 28, 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 |
| | | | | | | |
| TOTAL | | | | | | 12,720 |

OTHER BUSINESS

- **NEXT MEETING Wednesday, June 17, 2015, Diplomat Resort & Spa Hollywood, FL FGFOA Annual Conference**

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