

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
June 15, 2016

The meeting of the FGFOA Board of Directors took place on Wednesday, June 15, 2016 at the Marriott World Center Orlando, Florida.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

Sarah Koser, President, The Villages
Linda Howard, President-elect, Southwest Florida Water Management District
Kent Olson, Secretary/Treasurer, City of Tallahassee
Kimball Adams, Director, City of Largo
Ken Burke, Director, Pinellas County Clerk of the Circuit Court and Comptroller
Rip Colvin, Director, Justice Administrative Commission
Nicole Gasparri, Director, City of Boca Raton
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

COMMITTEE CHAIRS

Kelly Rae Strickland, Certification
Johnna Agin, Conference Host
Susan Nabors, Conference Host
Karen Keith, Member Leadership Development
Melissa Burns, Technical Resources

AD HOC COMMITTEE CHAIRS

Jason Loschiavo, Social Media

CHAPTER PRESIDENTS

Jason Loschiavo, Central Florida
Olga Rabel, Nature Coast
Rebecca Pine, Palm Beach
Catherine Colwell, (President-elect) Volusia/Flagler

STAFF

Jeannie Garner, Florida League of Cities
Penny Mitchell, Florida League of Cities
Merrily Bennett, Florida League of Cities
Melanie Howe, Florida League of Cities

CALL TO ORDER

There being a quorum, President Koser called the June 15, 2016, meeting of the FGFOA Board of Directors to order at 12:15 p.m.

AGENDA

President Koser added the 2019 Diplomat Contract to the June 15, 2016, Agenda. **Mr. Olson moved, seconded by Ms. Howard, to approve the June 15, 2016 agenda as amended. Motion passed unanimously.**

PRESIDENT'S REPORT

Strategic Plan 2016-2017

President Koser reviewed the 2016-2017 Strategic Plan

Revised Policy and Procedures effective June 15, 2016

President Koser reported it was concluded at the 2016-2017 Strategic Planning meeting the name "Member and Leadership Development Committee" reflects the revised mission and goals of the committee more than "Member Development Committee" The intent is that the Leadership FGFOA program will be the responsibility of this committee effective 2017-2018 fiscal year. In addition, the Webinar Committee was added to the Policy and Procedures. **Ms. Gasparri moved, seconded by Mr. Colvin, to amended the Policy and Procedures to include Webinar committee and revise the name of Member Development Committee to Member and Leadership Development Committee.** Motion passed unanimously.

Leadership FGFOA Ad-Hoc Committee

President Koser appointed and Ad-hoc committee to continue the Leadership FGFOA program. The following individuals will serve on the committee:

Nicole Gasparri, Chair
Linda Howard, President-elect
Rip Colvin, Current Board Member
Mary Anderson-Pickle, Past President FGFOA
Joseph Smith, President, Leadership FGFOA Class I
Teri Butler, Vice-President, Leadership FGFOA Class I

The goals are to review application and selection criteria, review and judge applications, and procure any new speakers, if 2016 speakers are not available to participate, establish and support a Leadership FGFOA Network, and encourage graduates to participate in FGFO.

Election Ad-Hoc Committee

Ms. Koser appointed an Ad-hoc Committee to review the FGFOA Election Process, specifically the Petition for Candidacy Process and date deadlines listed in the Policy and Procedures. The following individuals will serve on the committee:

Jeff Smith, Past-President, Chair
Mary Anderson-Pickle, Past-President
Amy Elliott, Past-President, Retired
Margie Simmons, Past-President, Retired
Bob Inzer, Past-President, Leon County Clerk of the Courts

Social Media Ad-Hoc Committee

President Koser appointed an Ad-hoc Committee to develop and recommend social media strategy across all platforms. The following members have been appointed to the Social Media Ad-hoc Committee:

Jason Loschiavo, MetroPlan Orlando – **Chair**
Emily Alves, Palm Beach County Solid Waste Authority
Darcey Eckert, Pinellas County CCC

Epifanio Gumera, Jacksonville Electric Authority
Robyn Lawrence, City of Jacksonville
Natasha Nicholson, City of Miami Beach
AudreyNunez Gough, City of Fort Lauderdale
Mark Parks, City of West Palm Beach
Teresa Petty-Edwards, Gainesville Regional Utilities
Rebecca Pine, PBC Parks & Recreation
Frantz Telfort, North Miami Beach
Allison Teslia, Village of Royal Palm Beach
Darrel Thomas, City of Weston

Jamie Roberson, Board Liaison

Third Boot Camp and Waiting List

President Koser reported at Strategic Planning the possibility of a third Boot Camp held in Orlando with Lynda Dennis was discussed. The event will not be in conjunction with an already occurring event, and the registration fee for the event (\$265) needs to be evaluated. Since the Boot Camp sells out within one to two days of registration opening, the Board discussed possibly allowing those on the waiting list to register prior to the announcement to membership. **Mr. Burke moved, seconded by Ms. Gasparri, to hold a third Boot Camp in March. Motion passed unanimously.** Opening registration two days early for those on the waiting list was tabled until more research could be done on how many on the waiting list were not able to attend the next scheduled Boot Camp. This item will be discussed in further detail in August.

Appointment of the Audit Committee

The Audit committee is comprised of the Immediate Past President, the Secretary/Treasurer and one At-Large Director selected by the President. The following will serve on the Audit Committee:

Barry Skinner, Immediate Past President
Kent Olson, Secretary/Treasurer
Kimball Adams, Director

PRESIDENT-ELECT REPORT

Local Chapter President Orientation Call

Ms. Howard reported the Local Chapter President Orientation conference call was May 11, 2016. Nine out of 15 Chapters were represented.

EXECUTIVE DIRECTORS REPORT

2019 FGFOA Annual Conference Hotel Contract

Melanie Howe, FLC Meeting Planner, reported she had worked with the Diplomat to address the concerns of some Board members on the 2019 FGFOA Annual Conference Hotel Contract. **Ms. Howard moved, seconded by Ms. Roberson, to accept the Diplomat proposal for the 2019 FGFOA Annual Hotel Contract. Motion passed unanimously.**

2016 School of Governmental Finance Budget

Ms. Garner reported budgeted revenues for the 2016 School are down by \$25,083 from last year. This is due to two factors: 1) Budgeted a 15% decrease in registration revenue across the board (\$10,000) due to the location and 2) there is no hotel commission or room credits (\$14,579).

Due to the tremendous growth of the CGFO Review courses and test, a portion of the refreshment break expenses (\$13,140) was moved to the overall CGFO Expense which will show on the main budget. This will provide a more accurate picture of how the SOGF is financially performing. Overall, a (\$16,245) net loss is budgeted which may warrant a fee discussion for next year. **Ms. Gasparri moved, seconded by Ms. Rosetti, to approve the 2016 School of Governmental Finance Budget. Motion passed unanimously.**

2016-2017 FGFOA Budget

Ms. Garner reported the projected budget for the 2015-2016 was used as a base for the 2016-2017 budget. The projected conference budget shows a net income of \$17,548. Budgeted total revenues are \$793,741 which is \$25,183 lower than last year due to the SOGF.

Budgeted total expenses are \$819,890. The CGFO Expenses now include the expenses of the review courses at the SOGF. The Total Net Budget loss is \$26,149.

Budget Fund balance as of 09/30/2017 is \$176,667. The Minimum net assets amount is \$131,630 and the middle is \$176,667, desired is \$263,260, according to the Fund Balance Policy. **Mr. McKinney moved, seconded by Ms. Gasparri, to approve the 2016-2017 FGFOA Budget as amended. Motion passed unanimously.**

STANDING COMMITTEE REPORTS

Committee Chairs and Board Liaisons gave verbal updates of their Monday, June 13 committee lunch meeting.

NEXT MEETING


The next meeting of the Board of Directors will be at 9:00 a.m., August 26, 2016, The Villages.

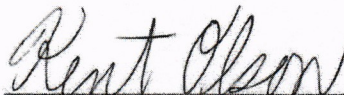
ADJOURNMENT

The meeting adjourned at 2:13 p.m.

Jeannie Garner
Executive Director, FGFOA

ATTEST:


Sarah Koser, President


Kent Olson, Secretary/Treasurer

ADDENDUM TO MEETING MANAGEMENT AGREEMENT

THIS ADDENDUM, made and entered into this 26th day of October, 2016 by and between the Florida Government Finance Officers Association, Inc. ("Association") and Florida League of Cities, Inc ("Meeting Management Firm").

WHEREAS, the Association and the Meeting Management Firm entered into an Agreement dated January 30th 2015 ("Agreement") to provide professional meeting services by the Meeting Management Firm to the Association; and

WHEREAS, the Association desires the Meeting Management Firm to provide additional services;

NOW, THEREFORE, the parties agree as follows:

FGFOA LEADERSHIP PROGRAM

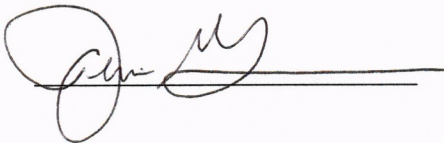
The Meeting Management Firm shall provide professional meeting management services to the Association related to the FGFOA Leadership Program. The Meeting Management Firm shall perform all services contemplated by this Addendum under the same terms and conditions as those provided in the Agreement.


The Association shall pay the Meeting Management Firm the sum of \$2,000.00 for professional meeting management services related to each FGFOA Leadership Program.

IN WITNESS WHEREOF, the parties have hereunto set their hand and seal the day and year first above written.

FLORIDA LEAGUE OF CITIES, INC.

FLORIDA GOVERNMENT FINANCE
OFFICERS ASSOCIATION, INC.




President

10/27/2016
DATE

10-27-16
DATE