

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
February 4, 2022

The meeting of the FGFOA Board of Directors took place at Hotel Indigo in Gainesville, on Friday, February 4, 2022.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Shannon Ramsey-Chessman, Chief Deputy Clerk, Clerk of the Circuit Court and Comptroller, Palm Beach County

President – Elect, Jonathan McKinney, Finance Director, City of Mount Dora

Director, Melissa Burns, Director of Finance, City of Atlantic Beach

Director, Bryan Cahen, Budget Director, City of Weston

Director, Rip Colvin, Executive Director, Justice Administrative Commission

Director, Missy Licourt, Budget Director, St. Johns River Water Management District

Director, Bill Spinelli, Chief Financial Officer, Brevard County Sheriff's Office

Director, Kelly Strickland, Director of Financial Administration, City of Sarasota

IMMEDIATE PAST PRESIDENT

Jamie Roberson, Director of Finance & Accounting, Osceola Clerk of Court & Comptroller

COMMITTEE CHAIRS

Jeremy Baker, Certification

Nicole Jovanovski, Conference Program

Stephen Timberlake, Legislative

Nicole Gasparri, SOGF 2022

CHAPTER PRESIDENTS

Melissa Licourt

STAFF

Paul Shamoun, Florida League of Cities

Jill Walker, Florida League of Cities

CALL TO ORDER

There being a quorum, President Ramsey-Chessman called the February 4, 2022, meeting of the FGFOA Board of Directors to order at 9:00 am.

PRESIDENT REPORT

Minutes

Mrs. Ramsey-Chessman presented the minutes from the October 20, 2021, December 6, 2021, and January 6, 2022 FGFOA Board meetings for review. There were grammatical corrections noted on the October 20, 2021 minutes.

Mr. Colvin moved, seconded by Mr. McKinney, to accept the minutes with grammatical corrections from the October 20, 2021, as presented for the December 6, 2021, and January 6, 2022 meetings. Motion passed unanimously.

Replace Mark Parks on FGFOA BOD

Mrs. Ramsey-Chessman reviewed the by-laws regarding a vacancy on the Board requiring the Nominating Committee to solicit nominees and appoint an individual to serve in that seat until the next scheduled election, subject to confirmation by the Board of Directors by majority vote. Since the election process for the 2022-2023 Board will begin soon, she recommended the vacant director position be filled during that process rather than duplicating this process now to fill a vacancy.

Mr. McKinney moved, seconded by Mr. Colvin, to wait to fill this vacancy until the normal nomination process for the 2022-2023 election cycle begins. Motion passed unanimously.

Appointment to the Lifetime Achievement Award Committee

Mrs. Ramsey-Chessman reviewed the requirement to serve on the Lifetime Achievement Award Committee and recommended the following people to serve: Mary-Lou Pickles, Past President; Jeff Smith, Past President; Jonathan McKinney, President-Elect; Rip Colvin, current Board member; Nicole Gasparri, member at-large.

Mrs. Roberson moved, seconded by Mr. Cahen, to approve the list of appointments to serve on the Lifetime Achievement Award Committee as presented. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

50th Anniversary for FACC Resolution

Mr. Shamoun summarized the history and connection FGFOA has with the Florida Association of City Clerks and asked the Board to consider approving the resolution to celebrate the 50th anniversary of FACC.

Mrs. Chessman moved, seconded by Ms. Burns, to approve the resolution celebrating the 50th Anniversary of FACC as presented. Motion passed unanimously.

Procedures for Transacting, Recording, and Reporting Financial Activities

Mr. Shamoun reviewed the current procedure for Transacting, Recording, and Reporting Financial Activities which does not allow cash balances to exceed the FCID insured amount (currently \$250,000). However, due to the COVID crisis FGFOA has pivoted to an online training which resulted in a significant decrease in expenses and increase in cash balance. FGFOA's current cash account balance is over \$450,000. His recommendation is to temporarily allow the balance to be above the FDIC insured amount while an in-depth review and financial analysis can be completed. This will allow for a holistic review of all programs, incomes and expenses.

Mr. Colvin moved, seconded by Mrs. Roberson, to temporarily suspend the current policy and allow the cash balance to be above the FDIC insured amount. Motion passed unanimously.

2022 GFOA Annual Conference

Mr. Shamoun stated that historically, the incoming FGFOA President attends the GFOA Annual Conference along with the Executive Director. The expenses for this trip are covered by FGFOA. However, due to COVID, the GFOA, canceled their in-person conference for the past 2 years. There was some discussion about allowing the current and immediate past presidents to also attend this year. After additional discussions, Vice President McKinney and Immediate Past President Roberson have chosen to attend. A budget amendment was presented to increase the budget for GFOA annual conference attendance from \$5,500 to \$11,000.

Mrs. Strickland moved, seconded by Ms. Licourt, to approve the increased budget from 5,500 to \$11,00 approving for Immediate Past President Roberson and Vice President McKinney to attend the GFOA conference in 2022. Motion passed unanimously.

COMMITTEE CHAIR REPORT

Conference Host Committee

Mr. Spinelli presented the Conference Host Committee report noting the committee is presenting two options for an attendee “welcome gift” at the 2022 FGFOA Annual Conference. The first option is an insulated tumbler and the second is a laptop bag. The cost and shipping times are still being confirmed and may affect the final decision on which gift to choose.

Mr. Colvin moved, seconded by Mr. McKinney, to allow the committee to make the final decision once all information has been gathered. Motion passed unanimously.

Conference Program Committee

Mrs. Jovanovski presented the Conference Program Committee noting ongoing difficulty in communications with committee members and speakers due to effects from Covid. There are some sessions and speakers yet to be filled, but Mrs. Jovanovski presented the program as it stands today seeking feedback for a final master schedule.

Mrs. Roberson moved, seconded by Mr. Cahen, to approve the Annual Conference program sessions as presented with updates to follow. Motion passed unanimously.

NEXT MEETING

The next meeting of the Board of Directors will be held on April 8, 2022. The is the Bohemian Hotel Celebration, Autograph Collection in Celebration. It will be held in conjunction with the Leadership Class V.

ATTEST:



Frank DiPaolo, Secretary/Treasurer