

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
January 20, 2023

The meeting of the FGFOA Board of Directors took place at the World Golf Village Renaissance St. Augustine Resorts, St. Augustine, on Friday, January 20, 2023.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Jonathan McKinney, Finance Director, City of Port Orange
President-Elect – Frank DiPaolo, Director of Finance, City of Dania Beach
Secretary-Treasurer – Rip Colvin, Executive Director, Justice Administrative Commission
Director, Melissa Burns, Director of Finance, City of Atlantic Beach
Director, Bryan Cahen, Budget Director, City of Weston
Director, Nicole Jovanovski, Director of Finance, Sarasota County
Director, Olga Rabel, Inspector General, Clay County Clerk of the Circuit Court and Comptroller
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County
Director, Kelly Strickland, Director of Financial Administration, City of Sarasota
Director, Bill Spinelli, Chief Financial Officer, Brevard County Sheriff's Office

COMMITTEE CHAIRS

Jeremy Baker, Certification
Lorrie Brinson, Conference Program
Anna Otiniano, Educational Programs
Lewis Chazan, Professional Development
Derek Noonan, Co-Chair, Technical and Legislative Resources
Stephen Timberlake, Co-Chair, Technical and Legislative Resources

STAFF

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

CALL TO ORDER

There being a quorum, President McKinney called the January 20, 2023, meeting of the FGFOA Board of Directors to order at 8:53 a.m.

PRESIDENT REPORT

Minutes

President McKinney presented the minutes from the November 4, 2022, FGFOA Board meeting for review.

President-Elect DiPaolo moved, seconded by Mr. Cahen, to accept the minutes from the November 4, 2022, FGFOA Board meeting as submitted. Motion passed unanimously.

2023 Annual Conference Schedule

President McKinney suggested changes for the upcoming 2023 Annual Conference that more aligns with the members requests. He has recommended the Annual Conference Program Committee offer Ethics virtually this year instead of in-person. This would allow the most members to meet their end of year requirement while opening a session for another speaker in the line-up. He also suggested no head table

at the official business meeting so there's less distractions. The Tuesday Business meeting will now be broken into two sections. There will be a Tuesday Luncheon and Awards ceremony to recognize the many achievements over the past year, and a Wednesday breakfast for the official meeting and changing to the new President.

Mr. Colvin moved, seconded by President-Elect DiPaolo, to accept these changes as suggested, to be implemented at the 2023 Annual Conference. Motion passed unanimously.

Appointment to Lifetime Achievement Award Committee

President McKinney presented his appointment of committee members to serve on the Lifetime Achievement Award Committee as follows: Past President, Shannon Ramsey-Chessmen; Past President, Ken Burke; President-Elect Officer, Frank DiPaolo; Current Board Member, Bryan Cahen; and member-at-large, Mike Florio.

Mrs. Strickland moved, seconded by Ms. Rabel, to accept these appointments to the Lifetime Achievement Award Committee as submitted. Motion passed unanimously.

PRESIDENT-ELECT REPORT

Appointment for the Chair of the 2023 School of Governmental Finance Committee

President-Elect DiPaolo made his appointment for the Chair of the 2023 School of Governmental Finance Committee which will be Elizabeth Walter, Budget & Grants Manager, South Florida Regional Transportation Authority.

Mr. Cahen moved, seconded by Ms. Burns, to approve the Chair of the 2023 School of Governmental Finance Committee appointment as presented. Motion passed unanimously.

SECRETARY/TREASURER REPORT

September 30, 2022, Financial Statements

Mr. Colvin presented the September 30, 2022, Financial Statements for review and approval.

Ms. Burns moved, seconded by Ms. Rabel, to approve the September 30, 2022, Financial Statements as presented. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

Amendment to the Policies and Procedures

Mr. Shamoun presented a red-line version of the Policy and Procedures document for review. The changes reflect the new mission statement approved at the 2022 strategic planning session as well as the new standing committee structure. The board reviewed the document and had some additional changes and clarifications they wanted added. This item will be brought back to the Board at a future meeting.

Membership Report

Mr. Shamoun presented the current membership report. Mr. Colvin requested more historical membership statistics for comparison on future reports.

Mr. Colvin moved, seconded by Mrs. Schnirman, to approve the membership report as presented. Motion passed unanimously.

Investment Report

Mr. Shamoun presented the investment report indicating that due to the high cash position of FGFOA and the low rate of traditional CDs, staff recommends switching to the CDARS CD network. It offers much more attractive rates and is FDIC insured.

President-Elect DiPaolo moved, seconded by Mr. Colvin, to approve the investment report, and to invest in the CDARS CD network, as presented. Motion passed unanimously.

COMMITTEE CHAIR REPORT

Local Chapter President Ad-Hoc Committee

Mr. Spinelli presented the Local Chapter President Ad-Hoc Committee report indicating a change to the bylaws for the FGFOA Local Treasure Coast Chapter. The request was a change of the term in office for the President, President-Elect, and Secretary/Treasurer from one (1) year to two (2) years.

Mr. Colvin moved, seconded by Mrs. Strickland, to approve the updated Treasure Coast Chapter Bylaws as presented. Motion passed unanimously.

CGFO Certification Committee

Mr. Baker presented the CGFO Certification Committee report stating there are now 553 active CGFOs which is an increase of 5 who earned their certification at the Fall exams. There are currently 276 CGFO candidates, which includes 15 new candidates since October. The Committee would like to highlight the concern that 85 of these candidates are at risk of not completing their certification requirements within their 5-year period due to CGFO testing being cancelled because of Hurricane Ian. Spring reviews and exams are currently being scheduled and the Committee is preparing to audit the required 25% of CGFO renewals and recommends an extension of the deadline to obtain Certification.

President-Elect DiPaolo moved, seconded by Mrs. Strickland, to approve a two-year extension of the deadline to obtain Certification. This extension is not automatic. A request must be submitted before February 28, 2023. All requests will be automatically approved. Motion passed unanimously.

A further concern is a request for a renewal extension, also due to the same factors. President McKinney gave the presiding gavel to President-Elect DiPaolo for this vote.

President McKinney moved, seconded by Mr. Cahen, to a one-year extension for CGFOs with a renewal of June 30, 2022. Additionally, their renewal will be permanently changed from even years to odd years. This means their renewal was due on June 30, 2022, will be due June 30, 2023. Thus, the following renewal will be on June 30, 2025. Motion passed unanimously.

CGFO Testing Options

The Scantron system currently used for the CGFO Certification program is reaching the end of its usefulness as the software and CPU are outdated. The Board believes it is time to find an online option for testing. Mr. Shamoun will reach out to the University of Georgia and Florida State University, Mr. Baker will reach out to Florida International University to research options and pricing for online testing as well as updating the online test bank previously provided by the University of Georgia. This new information will be reported at the March 31, 2023 Board meeting.

Conference Program Committee

Ms. Brinson gave the Annual Conference Committee report for the 2023 Annual Conference program including speaker names and session titles. These are still subject to change as we move closer to the event. There will now be an “Innovation Awards Luncheon” on Tuesday which will replace a portion of the Tuesday Business Lunch. There will also be a Wednesday morning breakfast which will honor the swearing in of the new president, and remaining business items. She will incorporate these events into the program schedule.

Ms. Brinson further requested approval for headshot photos to be taken at the 2023 Annual Conference. The board liked this idea and requested her to negotiate terms/rates with the photographer up to a daily rate of \$750 instead of charging attendees a rate.

President-Elect DiPaolo moved, seconded by Mr. Colvin, to approve payment to the headshot photographer up to \$750 maximum as a flat fee for an 8-hour block. Motion passed unanimously.

Technical and Legislative Committee

Mr. Timberlake presented the Technical and Legislative Committee report providing an updated version of the Basic Government Resource Manual. He also gave examples of recent e-bulletins sent out by the committee with GASB updates, etc. He also gave upcoming Legislative session dates of importance.

Educational Programs Committee

Mrs. Otiniano presented the Educational Programs Committee report and the updated committee Policy and Procedures manual. There was discussion regarding how many webinars will be allowed each year. It was decided to leave that up to the committee to decide. President McKinney liked the format of this manual and advised the other Committee Chairs to use this as their “template” to revise their manuals and bring them back to the Board for review and approval.

Mrs. Schnirman moved, seconded by Ms. Burns, to approve the updated Policy and Procedures manual noting this change and to use this document as a template for other committees to use. Motion passed unanimously.

Event Host Committee

Mr. Cahen presented the Event Host Committee report regarding the Tuesday night event. He presented details of the schedule for SeaWorld. He requested an increase in the budget to \$120,000 to accommodate these changes including dinner in covered pavilions, free time in the park with a Quick Queue pass for all rides, a fireworks show and exclusive access to the Ice Breaker coaster post-park closing.

Mr. Cahen moved, seconded by Mrs. Jovanovski, to approve increased budget and event updates as presented. Motion passed unanimously.

Professional Development Committee

Mr. Chazan gave the Professional Development Committee report noting the pairings are completed for the Mentor/Mentee program. They are researching the use of a Dynamic Leadership Session as a reunion at the culmination of the program.

NEXT MEETING

The next meeting of the Board of Directors will be held on Friday, March 31, 2023, at the Embassy Suites on International Drive, Orlando, FL.

ATTEST:

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

Rip Colvin, Secretary/Treasurer