

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
October 18, 2023

The meeting of the FGFOA Board of Directors took place at the Luminary Hotel in Fort Myers, on Wednesday, October 18, 2023.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Frank DiPaolo, Chief Financial Officer, City of Dania Beach
President-Elect – Rip Colvin, Executive Director, Justice Administrative Commission
Secretary-Treasurer – Nicole Gasparri, Director of Strategic Management and Professional Development, Palm Beach County Clerk of the Circuit Court & Comptroller
Director, Sharon Almeida, Finance Director, City of Royal Palm Beach
Director, Lorrie Brinson, Business Manager, Affordable Housing Services, Hillsborough County - BCC
Director, Melissa Burns, Fiscal Director, State Attorney's Office 4th Judicial District
Director, Nicole Jovanovski, Director of Finance, Sarasota County
Director, Missy Licourt, Budget Director, St. Johns River Water Management District
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County
Director, Bill Spinelli, Chief Financial Officer, Hillsborough County Sheriff's Office
Immediate Past President, Jonathan McKinney, Finance Director, City of Port Orange

COMMITTEE CHAIRS

Mary-Lou Pickles, Certification
Sarah Simpson, Conference Program
Stephen Timberlake, Educational Programs
Anna Otiniano, Event Host
Elizabeth Walter, 2023 SOGF
Jean-Michele Neault, Technical and Legislative Resources
Jamie Roberson, Local Chapter Presidents Ad-Hoc

STAFF

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

CALL TO ORDER

There being a quorum, President DiPaolo called the October 18, 2023, meeting of the FGFOA Board of Directors to order at 9:00 am.

PRESIDENT REPORT

Minutes

President DiPaolo presented the minutes from the August 18, 2023, FGFOA Board meeting for review.

Mr. Colvin moved, seconded by Ms. Burns, to accept the minutes from the August 18, 2023, FGFOA Board meeting as submitted. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

Financials Report

Mr. Shamoun presented the financials ending June 30, 2023, noting the cost of registrations for SOGF and Annual Conference will increase by \$25 per year going forward. The overall cost for the Tuesday night event at the 2023 Annual Conference was significantly higher than anticipated because it was so well attended. Over 200 guest passes were purchased which had to be highly subsidized by FGFOA due to the low cost of each ticket.

Membership Report

Mr. Shamoun presented the current membership report for review including the number of current CGFO's and candidates listed as previously requested by the Board.

Investment Report

Mr. Shamoun presented the investment report for review by the Board.

COMMITTEE CHAIR REPORT

Certification Committee

Ms. Pickles presented the first Certification Committee item which was the Certification Committee report noting 17 new applications were received for the CGFO program of which 14 were approved. There were 291 renewals for the June 30, 2023, report date. Subcommittee members are reviewing flagged questions for exams and instructors are being assigned to the review sessions. Discussions are ongoing to contract for a formal review and increase to the current test banks.

Next, Ms. Pickles presented the on-demand online testing contract from ASC-FasTest for Board review and approval which necessitates the CGFO expense budget to increase by \$5,750 to accommodate the increase in the annual service fee for this contract.

Ms. Licourt moved, seconded by Ms. Gasparri, to approve the contract with ASC-FasTest and to increase the CGFO expense budget by \$5,750 to cover the annual service fee for this contract. Motion passed unanimously.

Next, Ms. Pickles covered the guidelines for on-demand testing with virtual proctoring. The committee recommends that testing be made available 24/7 for the first two-months of each quarter. If a candidate fails one of the parts, they must wait until the next quarter to retake that exam and candidates will have three years to pass all five parts of the certification program. They further recommend that fees for the exams be increased to \$60 per exam with a \$50 application fee. After much discussion, it is recommended that we defer to a future meeting to finalize timelines for testing periods, length of time to complete the program, and re-exams. However, the Board is in support of increasing the cost of testing.

Ms. Brinson moved, seconded by Mrs. Almeida, to approve increasing the cost of each exam as well as increasing the application fee for the program to \$75 each. Motion passed unanimously.

Conference Program Committee

Ms. Simpson submitted an updated 2024 Annual Conference Program schedule for review. No motion was made. Next, Ms. Simpson presented the program topics for review. Lastly she submitted an updated Annual Conference Program Committee Policies and Procedures Manual for review and approval.

Mr. Colvin moved, seconded by Mrs. Almeida, to approve Annual Conference Program Committee Policies and Procedures Manual as presented. Motion passed unanimously.

Educational Programs Committee

Mr. Timberlake submitted the Educational Programs Committee report giving a full schedule of dates and topics for the upcoming webinars. No action was required for this committee report.

Event Host Committee

Mrs. Otiniano presented the Event Host Committee reporting with a summary of events for the hospitality suite at the 2023 SOGF and noted the work the committee is already doing in preparation for the 2024 Annual Conference hospitality suite. Next, she presented an updated Event Host Committee Policies and Procedures Manual for the Boards review and approval.

Mr. Colvin moved, seconded by Ms. Licourt, to approve the Event Host Committee Policies and Procedures Manual as submitted. Motion passed unanimously.

Professional Development Committee

Mrs. Ramirez presented the Professional Development Committee report noting excellent progress in assigning mentors and mentees, connecting on the Leadership Program application process/deadlines, and reaching out to universities to make contact with an onsite person for membership recruiting opportunities. She submitted a presentation created the committee, for review by the Board, to be used for these outreach opportunities to help promote FGFOA student memberships. The committee recommends increasing the cost of the Leadership Program to come more in line with other professional leadership development programs, but the Board declined to do that at this time. However, it may be considered again in the future. Next Mrs. Ramirez submitted the updated Professional Development Committee Policies and Procedures Manual for review and approval.

Ms. Gasparri moved, seconded by Mr. Colvin, to approve the Professional Development Committee Policies and Procedures Manual as submitted. Motion passed unanimously.

School of Governmental Finance Committee

Mrs. Walter submitted the SOGF Committee Policies and Procedures Manual for review and approval.

Ms. Burns moved, seconded by Mrs. Almeida, to approve the School of Governmental Finance Committee Policies and Procedures Manual as submitted. Motion passed unanimously.

Technical and Legislative Committee

Mr. Neault presented the Technical and Legislative Committee report by submitting the updated Basic Government Resource Manual for review and approval. He also submitted the 2023 Legislative Session bills review created by the committee. The Basic Government Resource Manual will be added to the Technical and Legislative Committee Manual as a duty of the committee going forward.

Mrs. Almeida moved, seconded by Ms. Burns, to approve the updated Basic Government Resource Manual and the 2023 Legislative Session as submitted. Motion passed unanimously.

Local Chapter President Sub-Committee
Southwest Florida and First Coast Chapters

Mrs. Roberson presented the Local Chapter President Sub-Committee report noting the Southwest Florida Chapter seems to be revitalizing with promise of a new Board being formed after a September meeting. The First Coast Florida local chapter networking event will be held on Friday, November 3, 2024, in Jacksonville. It has 10 attendees registered at the time of the report. The hope for the Space Coast Chapter is to resume networking activities with the help of a local chapter member.

PRESIDENT REPORT

Innovation Awards Program

President DiPaolo discussed the Tuesday luncheon at the conference and a need for a more comprehensive awards program. This will be discussed in more detail at the January 2024 meeting.

Sponsorship

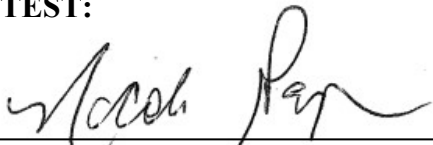
President DiPaolo spoke about an option to make sponsorship available to our vendors at the 2024 FGFOA Annual Conference. This idea is still in the infancy stages of being developed but he stressed the importance of it being very ethical and well within legal limits. It is recommended the structure contains multiple sponsors for the broad event, not for specific items. The FACC sponsorship package was attached as a point of reference.

Mr. Colvin moved, seconded by Mrs. Almeida, to have staff develop a plan for broad sponsorship to be brought back to the Board at the January meeting. Motion passed unanimously.

NEXT MEETING

The date for the next Board meeting will be on Friday, January 12, 2024. The location is to be determined.

ATTEST:



Nicole Gasparri, Secretary/Treasurer