

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC**  
**BOARD OF DIRECTOR'S MEETING**  
**May 21, 2008**

The Board meeting of the FGFOA Board of Directors took place on Friday, May 21, 2008 at the Hyatt Regency Jacksonville Riverfront.

**OFFICERS AND BOARD MEMBERS**

**PRESENT**

Linda Davidson, President, City of Boca Raton  
Rick Helms, President-Elect, Highlands County – BCC  
Jeff Smith, Secretary/Treasurer, Indian River County Tax Collector  
Bill Bogan, Jr., Director, City of Quincy  
Christopher Lyons, Director, City of Sarasota  
Kent Olson, Director, City of Jacksonville  
Francine Ramaglia, Director, Village of Wellington  
Diane Reichard, Director, City of Temple Terrace  
Ted Sauerbeck, Director, Auditor General  
Barry Skinner, Director, Orange County Comptrollers Office

**NOT IN ATTENDANCE**

Mary Anderson-Pickle, Director, City of Palm Beach Gardens

**COMMITTEE CHAIRS**

Mary Lou Pickles, Certification (07-08)  
Mary Lou Pickles, Conference Program (08-09)  
Kim Adams, Legislative  
Carol Himes-Hannigan, School of Governmental Finance 2008  
Terry Sharp, Small Government (call in)  
Marilyn Rosetti, Technical Resources

**STAFF IN ATTENDANCE**

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

**OTHERS IN ATTENDANCE**

Ted Skarzynski, Panhandle Chapter President

**CALL TO ORDER**

At 7:15 a.m., President Davidson called the meeting of the FGFOA Board of Directors to order. A quorum of the Board was present.

**APPROVAL OF THE AGENDA**

The first order of business was approval of the agenda. Ms. Davidson added to item 3 Fund Balance Policy and to item 3 Approval of the SOGF theme. **Mr. Olson moved,**

**seconded by Mr. Bogan to approve the May 21, 2008 Board of Director's meeting agenda as amended. Motion passed unanimously.**

#### **Welcome new Board members and Committee Chairs**

President Davidson welcomed the new Board members and Committee Chairs and thanked them for their willingness to serve the membership in their new roles.

#### **Meeting Planners Report and Conference Review**

Ms. Solis gave a report on the attendance and hotel pickup. Other than a few minor issues, the there were no big problems to report. Final registration counts will be available after cancellations and no shows are reported. Room pick up was 1,910 at 86%

#### **2008-2009 Proposed Budget**

President Davidson presented the budget for the New Year. She specifically pointed out that the 2009 annual conference is budgeted with no Sunday night dinner and there is no directory printing as we are moving to online only. **Ms. Ramaglia moved, seconded by Mr. Smith to approve 2008-2009 FGFOA Budget. Motion passed unanimously.**

There was discussion that the net assets are under the current fund balance policy minimum. Ms. Davidson reminded the Board that there would be an ad-hoc committee to review the fund balance policy and there may be some necessary adjustments to the budget once their review is finalized. The total budgeted revenues is \$549,448, total expenses is \$589,266 with net budgeted assets of \$178,918. After some discussion it was determined that the Minimum Fund Balance Policy should be for a 2 to 4 month period and if the actual Fund Balance begins to falls below the minimum the Board of Directors shall take action restore to the desired Fund Balance amount. **Ms. Reichard moved, seconded by Mr. Skinner to approve the desired Fund Balance period to be for 2 to 4 months. Motion passed 9-1, with Mr. Bogan opposed.**

#### **2008 School of Governmental Finance Budget Revision**

The proposed revision to the budget corrects the placement of the room credits. It should be shown as a credit on the expense, not revenue. The revised budget is for \$80,000 in total revenues and \$81,746 in total expenses, with a (\$1,746.00) net loss. **Mr. Skinner moved, seconded by Ms. Reichard to approve 2008 SOGF Budget Revision. Motion passed unanimously.**

#### **2008 School of Governmental Finance Theme**

Ms. Himes-Hannigan reported the School Committee met in Boca Raton on March 25, 2008, where sub-committees were formed and sub-committee chairs were appointed. Ms. Himes-Hannigan requested approval for the 2008 SOGF Theme. **Ms. Ramaglia moved, seconded by Mr. Helms to approve the theme of "Bridging the Knowledge GAAP" using the Sunshine Skyway Bridge as the brochure cover. Motion passed unanimously.**

#### **2008 School of Governmental Finance 2010 & 2011 Hotel Proposals**

Ms. Mitchell stated that RFP's were received from over 12 hotels throughout the state. They were narrowed to two hotels that would meet our needs; The World Golf Village in St. Augustine

and the Fort Lauderdale Grande. After discussion, the Board chose the World Golf Village due to the more favorable room rate, but wanted staff to check with the hotel to see if the rate would be different without the commission or room credits. **Mr. Olson moved, seconded by Mr. Skinner to instruct the meeting planner to negotiate a contract with the Marriott World Golf Center for the 2010 & 2011 SOGF. Motion passed unanimously.**

#### **2013 Conference Proposal**

Ms. Solis stated that the Boca Resort could only do Memorial Day weekend May 24 – 29, 2013 with the \$189 rate, resort fee included. The Board discussed whether they should take this day and instructed the meeting planner to continue to look for alternative dates.

#### **Chapter President Committee Chair Orientation**

President Davidson reported that the orientations were well attended and the participants considered them informative. She reminded the Board that next year the orientation will be after the Board's strategic planning session and that all Board members would be in attendance.

#### **Board Strategic Planning Update**

President Davidson reviewed the summarized version of the Strategic Plan. The plan required the following actions:

Abolish the Career Development Committee.

**Ms. Ramaglia moved, seconded by Mr. Olson to amend the policy and procedures to remove the Career Development Committee. Motion passed unanimously.**

Create the following ad-hoc committees:

Fund Balance – Jeff Smith, Rick Helm and Barry Skinner

Will review the Fund Balance Policy and provide a report/recommendations for changes at the August Board meeting.

Committee Structure – Rick Helms, Jeff Smith, Francine Ramaglia and Diane Reichard

Review the structure of the Committees considering consolidation and or other changes and report to the Board at the January Board meeting.

Delivery Methods – Mary Anderson-Pickle, Donna Wright and Michael Tomich

Deliver report at the November Board meeting.

Fiscal Survival Series Seminars – Charlotte Dunworth, Kent Olson and Ted Sauerbeck

Report at August Board meeting.

**Ms. Ramaglia moved, seconded by Mr. Olson to establish the above ad-hoc Committees. Motion passed unanimously.**

**Board Liaison Responsibilities**

President Davidson reviewed the Board liaison responsibilities. **Mr. Helms moved, seconded by Mr. Skinner to approve the Board Liaison responsibilities.**

**2008-2009 Audit Committee**

President Davidson reminded the Board that the audit committee is comprised of the Immediate Past President, the Secretary/Treasurer and one at-large director. President Davidson appointed Barry Skinner as the one at-large director

**2008-2009 FGFOA Exhibitor Schedule**

A schedule of future conferences that the FGFOA normally exhibits was provided and Ms. Davidson will be soliciting volunteers to staff the booth during exhibit hours.

**SECRETARY/TREASURER'S REPORT**

The financial report was given at the May 16<sup>th</sup> Board meeting and nothing new had changed.

**Other Business**

**NEXT MEETING**

The next meeting of the Board of Directors will be August 22, 2008, 9:00 a.m at South Seas Resort, Captiva Island, Florida.

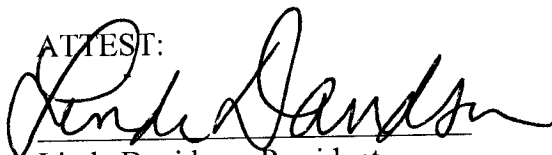
**ADJOURNMENT**

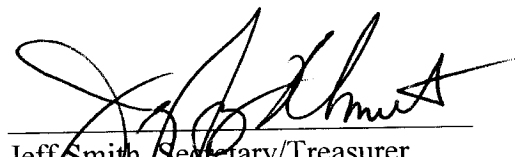
There being no further business, President Davidson adjourned the meeting of the FGFOA Board of Directors at 8 a.m.

Respectfully submitted,

Jeannie Garner  
Executive Director, FGFOA

ATTEST:

  
Linda Davidson, President

  
Jeff Smith, Secretary/Treasurer