

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
TUESDAY, NOVEMBER 14, 2006
PGA NATIONAL RESORT & SPA
PALM BEACH GARDENS, FLORIDA

The Board meeting of the FGFOA Board of Directors took place on Tuesday, November 14, 2006 at PGA National Resort & Spa, Palm Beach Gardens, Florida.

OFFICERS AND BOARD MEMBERS

PRESENT:

Amy Elliott, President, City of Melbourne
Mark Fostier, President-Elect, Orange County Comptroller's Office
Linda Davidson, Secretary/Treasurer, City of Boca Raton
Mary Anderson-Pickle, Director, City of Palm Beach Gardens
Pam Childers, Director, City of Pensacola
Jim Dwyer, Director, Auditor General's Office
Rick Helms, Director, Highlands County – BCC
Christopher Lyons, Director, City of Sarasota
Francine Ramaglia, Director, Village of Wellington
Diane Reichard, Director, City of Temple Terrace

ABSENT:

Bill Bogan, Jr., Director, City of Quincy

COMMITTEE CHAIRS

Donna Wright, Career Development
Mary Lou Pickles, Certification
Kristopher S. Shoemaker, Conference Host
Dona Newman, Conference Program
Gary Perdew, Information Technology
Georgina Rodriguez, Legislative
Ray New, III, School of Governmental Finance
John Pryor, Technical Resources

STAFF IN ATTENDANCE

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

OTHERS IN ATTENDANCE

Kurt Petersen, Orange County OBM
Merv Timberlake, City of Boca Raton, GFOA Board Member

CALL TO ORDER

At 9:04 a.m., President Elliott 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 the approval of the agenda. Two agenda items were added, 1D – Revisions to Policies and Procedures and 2C – Appointment of the 2007 SOGF Chair. **Ms. Davidson moved, seconded by Ms. Childers, to approve the agenda, as amended, for November 14, 2006. Motion passed unanimously.**

APPROVAL OF THE MINUTES

The next order of business was consideration of the minutes for the meeting of the FGFOA Board of Directors on September 22, 2006. **Ms. Reichard moved, seconded by Mr. Helms to approve the September 22, 2006 minutes. Motion passed unanimously.**

PRESIDENT'S REPORT

Nominating Committee Report

The Nominating Committee met on November 9, 2006 at the Florida League of Cities office in Orlando. In Attendance:

Chair

Immediate Past President-Gib Mitchell, City of Sarasota

Members

President-Amy Elliott, City of Melbourne

President-Elect-Mark Fostier, Orange County Comptroller's Office

Carlos Garcia-City of Hollywood

Sarah Koser-Citrus County CCC

Carol Himes-Hannigan-City of Boca Raton

John Hearn-Orlando Utilities Commission

Christine Francis-Leon County CCC

At the Nominating Committee meeting there was considerable discussion about the evaluation of "petition" and "write-in" candidates by the Nominating Committee. It was the overwhelming consensus of the Nominating Committee to recommend revision to the FGFOA Policies and Procedures to revise the Petition for Candidacy and Write-In Candidacy sections by deleting the requirement to evaluate such candidates using the same "guidelines" as required for candidates recommended by the Nominating Committee. The Nominating Committee felt that if a candidate did not qualify to be a recommended candidate, there was no need to use that standard to determine eligibility to be placed on the ballot as a petition or write-in candidate. This issue was discussed further under Revised Policies and Procedures.

Committee Goals

Ms. Elliott requested that the committee chairs provide a status report on the Committee Goals at the next BOD meeting.

GFOA Annual Conference 2008-Fort Lauderdale

Merv Timberlake, GFOA Board Member, presented some major revisions to the duties and responsibilities of the local host committee during the GFOA annual conference. The GFOA will handle more of the organization of the Annual Conference. The local conference committee chairperson will be forming a host committee. They will be soliciting sponsorships for the events.

Mr. Timberlake also reported that the GFOA is taking a strong stance on OPEB. The GFOA Board does not recommend issuing bonds to fund OPEB. He stressed that the FGFOA Board should follow up and review at the Annual Conference.

Revised Policies and Procedures

Ms. Elliott explained that the revisions were mainly to the Nomination Committee section to reflect the Nominating Committee's recommendations to delete the requirements for petition and write-in candidates to be evaluated under the guidelines for a *recommended* candidate. It seemed futile particularly to evaluate such candidates when they were nominated and not recommended pursuant to the guidelines, but subsequently submitted as petition or write-in candidates. The Nominating Committee felt that it was their job to provide *recommended* candidates, and determine those who meet minimum criteria.

In addition changes were made to the Policies and Procedures to update the title for Executive Director throughout the document and to revise the description of the duties of Secretary/Treasurer to reflect current practice. Mr. Fostier recommended changing the requirement about one meeting in person to the meeting when the Nominating Committee was reviewing the applications. There was also discussion about clarifying that the criteria for a Board position was the *minimum* criteria **Ms. Childers moved, seconded by Mr. Lyons, to approve these revisions to the Policies and Procedures. Motion passed unanimously.**

There was further discussion about whether the Nominating Committee members should be able to submit nominations and particularly have the ability to submit nominations after the nomination deadline. Some Board members felt strongly that if the Nominating Committee had not had that latitude they would not have had the opportunity to be elected to the Board and that the Nominating Committee is charged with actively recruiting leaders for the Association. Others felt just as strongly that this gave the Nominating Committee too much power. **Mr. Fostier moved, seconded by Mr. Dwyer, to prohibit the Nominating Committee members from submitting nominations. Motion passed 6-4 with Ms. Elliott, Ms. Davidson, Ms. Childers and Ms. Ramaglia opposed.**

PRESIDENT-ELECT'S REPORT

Chapter Liaison Report

Mr. Fostier reported on the Chapter President's Conference Call. Five out of twelve presidents joined in on the call. The Panhandle chapter will offer an Investment Seminar presented by Ben Finklestein.

South Florida Chapter Bylaws Amendments

The South Florida Chapter is proposing the following Bylaw Amendments:

1. Requiring members of the Chapter Board of Directors be active FGFOA members
2. Changing the adoption of a Chapter budget from a calendar year to a fiscal year
3. Requiring Bylaws amendments to be submitted to the FGFOA Board of Directors for approval prior to presenting it to the Chapter membership for a vote
4. Providing for the qualifications of members, size, composition, duties and responsibilities of the Chapter's Audit Committee to be established via written policies and procedures by the Chapter's Board of Directors

Mr. Fostier moved, seconded by Mr. Lyons, to approve the South Florida Chapter Bylaw Amendments. Motion passed unanimously.

2007 School of Governmental Finance Chair

Mr. Fostier recommended Barry Skinner, Orange County Comptroller's Office, as Chair for the 2007 SOGF. **Ms. Reichard moved, seconded by Mr. Helms, to accept the appointment of Barry Skinner as SOGF Chair. Motion passed unanimously.**

SECRETARY/TREASURER REPORT

Quarterly Financial Statements as of September 30, 2006

Ms. Davidson reviewed the quarterly financial statement, approved FGFOA budget, 2006 SOGF budget and 2007 Conference budget. The budget is in range, with a healthy fund balance. There were no audit findings. **Mr. Lyons moved, seconded by Ms. Anderson-Pickle, to accept the financial statements and budget reports. Motion passed unanimously.**

Investment Report

Ms. Davidson reviewed the Vanguard Fund and the three Certificates of Deposits.

IRS Form 990

The Return of Organization Exempt From Income Tax for FGFOA was filed in November.

MEETING PLANNER REPORT

The 2006 School of Governmental Finance is expected to have record attendance. There were 402 registrants and 147 first time attendees as of November 14th. (Note: Final count

was 411 registrants.) Additional hotel rooms will be secured for the 2007 SOGF at the PGA National Resort & Spa.

EXECUTIVE DIRECTOR REPORT

Ms. Garner reported that membership as of October 30, 2006 was 2,715. The 2007 directory has been mailed. The Florida League of Cities' customer service program "iMIS" implementation is on track

STANDING COMMITTEE REPORTS

(Note: Standing Committee reports are presented in the minutes in alphabetical order for ease of reference. This may not be the same order of discussion at the Board meeting.)

CAREER DEVELOPMENT COMMITTEE

Donna Wright, Committee Chair, reported on the success of the first two seminars and reviewed the upcoming seminars. There were no current Board members present at the October seminar, but three past presidents attended. The Board members volunteered to be present at the Career Development Seminars as follows:

January 19, 2007 Altamonte Springs – Mary Anderson-Pickle
February 23, 2007 Orlando – Mark Fostier
March 9, 2007 Tampa - Diane Reichard
April 27, 2007 Ft. Lauderdale – Linda Davidson

Ms. Childers moved, seconded by Ms. Anderson-Pickle, to accept the Career Development Committee report. Motion passed unanimously.

CERTIFICATION COMMITTEE

Mary-Lou Pickles, Committee Chair, reported on the changes following the Board recommendations to update the eligibility requirements for the CGFO program. The Certification Committee is recommending the following changes to the CGFO program:

- Updating the program information to reflect implementation of the new Ethics exam beginning with the Spring 2007 application process.
- Providing definitions for the various CGFO designations (i.e., Active, Inactive, Retired).
- Adding information regarding the CGFO of the Year recognition.
- Eliminating the point system in determining eligibility.
- Adding the requirement for a minimum of two (2) references to document applicant's work experience and to verify applicant meets eligibility criteria.
- Changing the timeframe for applicants to pass all exams before applicant has to reapply from five (5) years to three (3) years.

Changes will be in effect for the March 2007 exam. Any application that is currently in the office as of now will be grandfathered in under the previous requirements.

Committee members are continuing their work on the task to evaluate the reading materials with the goal of incorporating their findings with the results of the survey sent to recent CGFO candidates before making any recommended changes. The survey was sent to 69 candidates and to date only 8 responses have been received.

The Committee approved 21 new applications for the CGFO. Thirty four candidates will take the exam on Friday, November 17, 2006.

Ms. Ramaglia moved, seconded by Ms. Anderson-Pickle, to accept the Certification Committee report. Motion passed unanimously.

CONFERENCE HOST COMMITTEE

Kurt Petersen, Tuesday Night Event Chair, presented options both on and off property for Tuesday night. After much discussion on the event options (Sea World vs. the hotel) and fees, the Board decided to finalize with a conference call at a later date.

Three options for the conference logo were reviewed and the choice will be voted on during the conference call.

Kris Shoemaker, Committee Chair, reviewed the remaining plans for the annual conference. Martha Haney, Orange County Comptroller, will lead the Opening Session. The President's Reception will be held at the Rosen College of Hospitality. Registration fees will include a Monday lunch.

CONFERENCE PROGRAM COMMITTEE

Dona Newman, Committee Chair, reviewed the topics and speakers selected so far. The Committee continues to work on selecting speakers. The topics for the pre-con were reviewed. There will be three sessions a morning, afternoon in addition to Ethics course offered in the afternoon. Workshop titles will be determined at a later date. Ms. Garner will look into finding a certified instructor for the Ethics course so we will not have to go through FICPA. One fee could be charged for the pre-conference seminar. **Ms.**

Ramaglia moved, seconded by Ms. Reichard, to accept the Conference Program Committee report. Motion passed unanimously.

INFORMATION TECHNOLOGY COMMITTEE

Gary Perdew, Committee Chair, presented the findings of the IT committee. Now that the new FGFOA website is functioning properly, the members of the IT committee realize the goals set by the previous committee have essentially been accomplished. The IT staff of the Florida League of Cities has a complete understanding of the capabilities and limitations of the system and, therefore, more qualified to advise the Board on how to make communication and coordinating through the website more effective. Mr. Fostier

stated that there are additional programs the Committee could improve and should not be disbanded. Mr. Perdeu felt that the duties could be absorbed by another committee, such as the Members Services Committee. **Ms. Ramaglia moved, seconded by Ms. Reichard, to disband the IT committee and assign a representative to monitor the website and technical support would be handled by Florida League of Cities. Motion passed 9-1, with Mr. Fostier opposed.** Ms. Elliott advised that she will contact Michele Ennis about the Member Services Committee's new duties.

LEGISLATIVE COMMITTEE

Georgina Rodriguez, committee chair, reviewed the updated Legislative Policy Statements. The Board reviewed and clarified some statements. **Ms. Ramaglia moved, seconded by Mr. Helms, to approve the 2007 FGFOA Legislative Policy Statements as revised. Motion passed unanimously.**

MEMBER SERVICES COMMITTEE

Ms. Childers, Board Liaison for the Members Services Committee, presented the report. Results of the newsletter survey have been reviewed and the response was favorable.

Although there were only 58 respondents, the overall rating on a scale of 1-5 was 69% at Level #4 and 12% at Level #5. Additional statistics are as follows:

Percentage receiving the newsletter - 91.4%

Percentage who always read the newsletter - 65.5%

Each section of the newsletter received a favorable rating.

The highest ratings were:

Conference/School Information - 53.4% - Level #5

Position Announcements - 41.4% - Level #5

Technical Resources/Information - 37.9% - Level #5

Calendar - 48.3% - Level #4

Chapter News - 44.8% - Level #4

Committee Reports - 41.4% - Level #4

The Committee discussed various ideas to enhance committee participation. Members agreed that the optimum approach to improving participation was to personally reach out to members who appear to have an interest. The general consensus was to encourage seasoned members of FGFOA to personally reach out to their fellow members at every opportunity to encourage their participation and to communicate the opportunities for personal and professional development available through committee involvement. . **Ms. Reichard moved, seconded by Ms. Davidson, to accept the Members Services Committee Report. Motion passed unanimously.**

School of Governmental Finance Report

Ray New, Committee Chair, reported on the SOGF to date. Things have been going well this week with record attendance. The Committee will meet on Thursday, November 16, 2006 to review and assess the event to make recommendations for next year. Ms. Garner discussed eliminating the speaker outline booklet for the SOGF and Annual Conference in their present formats, but providing a printed program with course descriptions, speaker names, and hours and type of CPE. **Mr. Fostier moved, seconded by Ms. Childers, to accept Ms. Garner's recommendation regarding the speaker outlines. Motion passed unanimously. Ms. Davidson moved, seconded by Ms. Ramaglia to accept the SOGF report. Motion passed unanimously.**

Technical Resources Committee

The Committee established a working group to review the GASB Exposure Draft on concepts related to Elements of Financial Statements. That group believes that the Association should respond to this ED, and submitted a draft response for the Board's consideration.. The draft response has been reviewed by the entire TRC. The Board reviewed and discussed the draft response. **Mr. Helms moved, seconded by Ms. Davidson, to approve the draft response as amended. Motion passed unanimously.** (Note: The response was emailed to GASB on November 14, 2006.)

NEXT MEETING

The next meeting of the Board of Directors will be Friday, January 26, 2007, at the Florida League of Cities Building in Sittig Hall in Tallahassee.

ADJOURNMENT

There being no further business, President Elliott adjourned the meeting of the FGFOA Board of Directors at 1:50 p.m.

Respectfully submitted,

Jeannie Garner
Executive Director, FGFOA

ATTEST:

Amy Elliott, President

Linda Davidson, Secretary/Treasurer