

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
January 17, 2025

The meeting of the FGFOA Board of Directors took place at the Drury Plaza Hotel in Tallahassee.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Rip Colvin, Executive Director, Justice Administrative Commission
President-Elect – Nicole Gasparri, Director of Strategic Management and Professional Development, Palm Beach County Clerk of the Circuit Court & Comptroller
Secretary-Treasurer – Kelly Strickland, Director of Financial Administration, City of Sarasota
Director, Nicole Jovanovski, Director of Finance, Sarasota County Clerk of the Circuit Court & Comptroller
Director, Melissa Licourt, Finance Director, St. Johns River Water Management District
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County
Director, Allison Tesla, Management & Budget Director, Lake County
Immediate Past President, Frank DiPaolo, Director of Finance, Dania Beach

COMMITTEE CHAIRS

Mary-Lou Pickles, Certification
Sarah Simpson, Conference Program
Yeimy Guzman, Event Host
Jamie Roberson, Local Chapter Ad-Hoc
Elizabeth Walter, 2024 SOGF
Jean-Michel Neault, Technical and Legislative Resources

LOCAL CHAPTER PRESIDENT

Diane Martinez, Panhandle Chapter

GUESTS

Bill Bowers, Professional Development Co-Chair
Jim Cooke, City Clerk, Tallahassee, Past-President, Big Bend Chapter
Mindy Miller, Past-President, Panhandle Chapter

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 Colvin called the January 17, 2025, meeting of the FGFOA Board of Directors to order at 9:02 am.

PRESIDENT REPORT

Minutes

President Colvin presented the minutes from the October 23, 2024, and November 13, 2024, Board meeting minutes for review.

Ms. Tesla moved, seconded by Ms. Licourt, to accept the October 23, 2024, and November 13, 2024, minutes as submitted. Motion passed without objection.

PRESIDENT-ELECT REPORT

Nominating Committee Assignments

President-Elect Gasparri presented her selections for the Nominating Committee to be Teri Butler, CGFO, Finance Director, City of Titusville, and Bryan Cahen, MPA, Budget Director, City of Weston.

Secretary-Treasurer Strickland moved, seconded by Ms. Licourt, to approve the selection of Teri Butler, CGFO, Finance Director, City of Titusville and Bryan Cahen, MPA, Budget Director, City of Weston to serve on the Nominating Committee. Motion passed without objection.

2025-2026 Committee Chair Assignments

President Elect Gasparri presented her Committee Chair Assignments for her 2025-2026 term as FGFOA President. Her selections are: Certification – Mary Lou Pickles; Conference Program – Sarah Simpson; Educational Programs – TBD; Event Host – Yeimy Guzman; Local Chapter Committee – Jamie Roberson; Professional Development – Kadem Ramirez; 2025 SOGF (already appointed) Elizabeth Walter; Technical and Legislative Resources – Jean-Michel Neault.

Mrs. Schnirman moved, seconded by Ms. Tesla, to approve the 2025-2026 Committee Chair Assignments as presented. Motion passed without objection.

SECRETARY-TREASURER

Financials

Secretary-Treasurer Strickland presented the Financials Ending September 30, 2024. Mr. Shamoun next spoke about the Net Asset Policy. Mr. Shamoun noted that a plan is in place to increase the Net Assets by increasing the registration fees for 2025 Annual Conference and lowering the room rate buy down. This policy had previously been suspended several years ago because the Net Assets were above the maximum, this policy is still suspended now. To increase assets, the FGFOA will increase the cost of registration for the 2025 Annual Conference by \$50 over last year's rate and will only subsidize the nightly room rate for attendees by \$20. This will significantly reduce expenditures thereby increasing our net assets by an anticipated total of \$100,000. The revised budget will be brought to the next Board meeting for adoption.

EXECUTIVE DIRECTOR REPORT

Showstoppers Quote

Mr. Shamoun presented the Showstoppers Insurance quote which covers both the 2025 Annual Conference and the School of Governmental Finance. This policy offers several options for coverage however the Board has historically chosen the full terrorism policy.

Ms. Tesla moved, seconded by Mrs. Schnirman, to approve the full terrorism insurance policy quote from Showstoppers to cover both the 2025 Annual Conference and School of Governmental Finance. Motion passed without objection.

Membership Report

Mr. Shamoun presented the membership report noting that as of today our membership was running about 300 below last year with 2,106 active members. No motion was made. No action was taken.

Investment Report

Mr. Shamoun presented the Investment Report noting the current balances. No motion was made. He then brought forward Resolution 2025-1 which is a document authorizing the opening and use of investment account(s) and designating authorized signatories. This is regarding the Vanguard federal Money Market Fund account.

President Elect Gasparri moved, seconded by Ms. Tesla, to approve this resolution. However, after further discussion on desiring further clarity of the conforming resolution to current policies such as the

Net Asset Policy, Administrative Services Agreement, and Investment Policy, the motion is tabled for a future meeting.

Mr. Shamoun then addressed an ongoing concern about hotel reimbursements for the Board of Directors and Committee Chairs from the Annual Conference and School of Governmental Finance events. There can be quite a delay getting corrections, such as showing specific nights as tax exempt but not others, certain nights on a master bill, as well as refunds being fully processed in a timely manner. It is now the recommendation of staff that each Board Member and Committee Chairperson pay for their own hotel room then submit an electronic form for reimbursement after the event has been completed. FGFOA staff will still assist in booking/holding a room for you as needed. More information and links will be sent in the future. No action was taken.

Lifetime Achievement Award Committee

President Colvin then presented his selections for the Lifetime Achievement Award Committee. He chose Ricky Helms, CGFO, Retired and FGFOA Past President; Bill Underwood, ICMA-CM, CGFO, Retired and FGFOA Past President; Bill Spinelli, Chief Financial Officer, Hillsborough County Sheriff's Office as the member at-large; President-Elect Nicole Gasparri, Director of Strategic Management & Professional Development at the Palm Beach County Clerk & Comptroller's Office as the officer; and Melissa Burns, CGFO, Finance Director, City of St. Augustine as the current Board Member. President Colvin will serve as the Chair of this committee along with Mr. Shamoun as staff.

Ms. Licourt moved, seconded by Ms. Teslia to approve the Lifetime Achievement Award Committee selections as presented. Motion passed without objection.

COMMITTEE CHAIR REPORT

Certification Committee

Mrs. Pickles presented the Certification Committee update and overview of its activity. No action was taken.

Hardship Renewal Extension

The second item was the consideration of hardship CPE renewal extension request of a current member working towards their CGFO designation. It is recommended, due to difficult circumstances, that Ms. Berna Brannin be allowed an extension of her time to complete all 5 exams and then renew every two years following a one-year extension.

Ms. Licourt moved, seconded by Secretary-Treasurer Strickland, to approve a one-year extension giving Ms. Brannin additional time to complete her CGFO testing. Her CGFO will then renew every two years. Motion passed without objection.

Online Testing Guidelines

Mrs. Pickles next requested a review of the CGFO on-line testing guidelines. It was anticipated when originally creating the CGFO on-line testing guidelines that someone would take their test, or cancel and request a refund, shortly after registering staying in-step with the historical in-person registration patterns. However, there are 30 candidates who have not taken their exam in over 4 months after registering, some as long as 9 months. This makes preparing new versions of future digital tests, and reporting, much more difficult for staff. The committee recommends board approval for a three-month time limit for taking exams after registering for them and for the committee to provide 90-days' notice to candidates registered offering 90 days to take their exams before they expire.

Ms. Licourt moved, seconded by President-Elect Gasparri, to approve a three-month time limit for taking CGFO exams after registering for them, and for the committee to provide 90-days' notice to candidates registered offering 90 days to take their exams before they expire, at such time the new test will be offered. Exceptions can be reviewed by the committee at their discretion. Motion passed without objection.

2025 Annual Conference Program

Ms. Simpson presented an updated draft schedule and list of speakers for the upcoming 2025 Annual Conference for review by the Board. Discussion centered around updating the format for the First Time Attendees Session to include testimonials in a “Your Journey, Our Story” type format. This will be improved upon as we move closer to the event. Moderator training and PowerPoint guidelines were included as references. No action was taken.

Educational Resources Committee

President Colvin explained that the current Educational Resources Committee Chair, Andrew Thompson, would need to step down for personal and work reasons and is no longer able to continue in this position. The Co-Chair, Katie Roundtree, was asked, and agreed, to continue as Chair for the remainder of this year. Then a report of upcoming educational offerings was noted. No motion was taken.

Event Host Committee

Ms. Guzman presented the committee report noting the final venue and music have been secured for the Hospitality Suite from Sunday through Tuesday. The committee is awaiting a response on the mayor’s invitation to speak at the Opening Keynote Session on Sunday. Marketing will soon begin for these events highlighting the two keynote speakers and a change in schedule. No motion was taken.

School of Governmental Finance Committee

Mrs. Walter noted that all the SOGF Committee sub-chairs will be returning; however, the committee is small in size and needs more volunteers. The committee is concerned that some speakers may see their sessions less well-attended on the last day of SOGF due to travel plans, etc. The committee will consider reducing the size of the classrooms and choosing classes that may be of heightened interest such as Cybersecurity, to pique their interest. No motion was taken.

Technical and Legislative Resources Committee

Mr. Neault presented the committee report noting they have been active including responding to the GASB Preliminary View on Infrastructure Assets, the GASB Exposure Draft on the proposed Implementation Guidance Update 2025, reviewing the current List Serve for modernization opportunities, and the desire to share GFOA Best Practices with FGFOA members. The committee will continue to do research confirming the best format. No motion was taken.

Local Chapter Ad-Hoc Committee

Mrs. Roberson presented the committee report noting they have been actively meeting over the past several months with an emphasis on evaluating and updating the FGFOA Bylaws concerning the Local Chapter administration. Another focus this year has been on revitalizing the Heartland Chapter. Their initial event will be held on Friday, February 20, 2025, at the Polk Street Community Center in collaboration with the City of Bartow. The focus is to get enough volunteers to form the Board for the Heartland Chapter. No motion was taken.

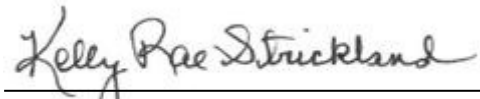
Professional Development Committee

Ms. Ramirez could not attend so Mr. Bowers attended in her stead and gave the activity update on the committee. No motion was taken.

NEXT MEETING

The date for the next Board meeting will be on Friday, March 7, 2025, in conjunction with Leadership Class 2025 at the Embassy Suites by Hilton Orlando North.

ATTEST:

A handwritten signature in cursive script that reads "Kelly Rae Strickland". The signature is written in dark ink and is positioned above a horizontal line.

Kelly Strickland, Secretary/Treasurer