

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.**

**BOARD OF DIRECTORS MEETING MINUTES**

**June 18, 2025**

The meeting of the FGFOA Board of Directors took place at the Diplomat Beach Resort in conjunction with the 2025 Annual Conference in Hollywood.

**IN ATTENDANCE:**

**OFFICERS AND BOARD MEMBERS**

President – Nicole Gasparri, Director of Strategic Management and Professional Development, Palm Beach County Clerk of the Circuit Court & Comptroller

President-Elect – Kelly Strickland, Director of Financial Administration, City of Sarasota

Secretary-Treasurer – Melissa Burns, Finance Director, City of St. Augustine

Director, Sharon Almeida, Finance Director, Royal Palm Beach

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, Anna Otiniano, Financial Services Director, City of Plantation

Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County

Director, Bill Spinelli, Chief Financial Officer, Hillsborough County Sheriff's Office

Director, Allison Teslia, Management & Budget Director, Lake County

Director, Stephen Timberlake, Special Projects Manager, City of Boca Raton

**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 Gasparri called the June 18, 2025, meeting of the FGFOA Board of Directors to order at 12:44 pm.

**PRESIDENT REPORT**

**Minutes**

President Gasparri presented the minutes from the March 7, 2025, Board meeting for review.

**President-Elect Strickland moved, seconded by Mr. Timberlake, to accept the March 7, 2025, minutes with amendments. Motion passed without objection.** After the motion passed, Past President Colvin had minor administrative edits.

**2025-2026 Committee Chair Assignments**

President Gasparri next presented her 2025-2026 Committee Chair Assignments for review by the Board. Most Committee Chairs have already been presented for approval at prior board meetings; however new ones have been added since. Ajay Gajarr will now be the Technical and Legislative chair, replacing Jean-Michel Neault, and Derek Noonan will now be the co-chair.

**Mrs. Almeida moved, seconded by Ms. Teslia, to accept the 2025-2026 Committee Chairs as presented. Motion passed without objection.**

### **2025-2026 Proposed Deadlines**

President Gasparri presented the 2025-2026 Proposed Deadlines for review noting the dates for Leadership may need to be adjusted due to the busy deadlines for most members. It is recommended we move Leadership to April 13-17, 2026, with the Board meeting on April 17, 2026. President Gasparri offered to teach a short class on public speaking for the Board Members at the Leadership event on Thursday afternoon. This is a mentoring opportunity to help our Board become proficient in public speaking to advance their careers and trajectory within FGFOA leadership. Staff will work with meeting planning to accommodate this request. No motion was made.

### **Officer Orientation/Board meetings**

President Gasparri lead a discussion about the need for a more formal Officer/ Board training so that members clearly understand their roles. Members discussed attendance at Board meetings by Committee Chairs, and the current role of the Board members. By only having the Board at the meetings, this would allow discussions to be more focused on the decisions and direction provided by the Board. After much discussion it was decided this would benefit the Committee Chairs because this information can then be disseminated to them in a clear and concise manner, reducing confusion, travel and time requirements of serving. This also fosters and closer mentor/mentee relationship with the Board member as the committee liaison to the chair. No motion was made.

### **SECRETARY/TREASURER REPORT**

#### **Financials**

Ms. Burns presented the interim financial statements noting that some information is missing as Annual Conference is just ending. This information will be updated and presented again at a future Board meeting.

**President-Elect Strickland moved, seconded by Mrs. Almeida, to approve the interim financial statements as submitted. Motion passed without objection.**

#### **Newsletter**

Ms. Burns presented a draft newsletter format for consideration. It is recommended that we go with the new branding colors and style guide provided by the FLC communications team. Ms. Pastula will work with them to finalize the template and then populate it with current information as provided by the Board liaisons. It is agreed the Newsletter should go out on the first Monday of each month at 2:00 PM.

**Ms. Licourt moved, seconded by Mrs. Almeida, to approve the newsletter formatting edits and timelines as presented. Motion passed without objection.**

### **EXECUTIVE DIRECTOR REPORT**

#### **Budget**

Mr. Shamoun presented the draft budget noting a new one will be presented at the July 11, 2025, virtual board meeting. This new budget will reflect an increase in Bootcamp registration costs from \$440 to \$500. The overall Board budget will be decreased to reflect reduced hotel and food costs because the Committee Chairs will no longer be attending all meetings. No motion was made.

#### **Administrative Services Agreement**

Mr. Shamoun presented the Administrative Services Agreement for review. This agreement will be brought back

again along with the older agreement to be compared side-by-side. No motion was made.

**Membership Report**

Mr. Shamoun presented the Membership Report for review. No motion was made.

**Investment Report**

Mr. Shamoun presented the Investment Report for review and noted the Net Asset Policy is still suspended and will need to be reviewed and possibly reinstated at an upcoming Board meeting. No motion was made.

**NEXT MEETING**

The date for the next Board meeting will be on Friday, July 11, 2025. This will be a virtual Microsoft Teams meeting.

**ATTEST:**

  
\_\_\_\_\_  
**Melissa Burns, Secretary/Treasurer**