

FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

August 22, 2025

The meeting of the FGFOA Board of Directors took place at the Loews Sapphire Resort in Orlando, FL.

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, William 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
Immediate Past President, Rip Colvin, Executive Director, Justice Administrative Commission

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 August 22, 2025, meeting of the FGFOA Board of Directors to order at 9:35 am.

PRESIDENT REPORT

Minutes

President Gasparri presented the minutes from the July 11, 2025, Board meeting for review.

Mrs. Almeida moved, seconded by Ms. Teslia, to accept July 11, 2025, minutes. Motion passed without objection.

2025-2026 Certification Committee Chair Assignments

President Gasparri next presented Jonathan McKinney as her 2025-2026 Certification Committee Chair for review by the Board. Many people offered to learn to chair and lead in the future. Also, pairings for new teachers for the review course are being made.

President-Elect Strickland moved, seconded by Ms. Licourt, to accept the 2025-2026 Certification Committee Chair as presented. Motion passed without objection.

EXECUTIVE DIRECTOR REPORT

Membership Report

Mr. Shamoun presented the Membership Report for review noting that State and Local Chapter dues renewals are now at a high point for our membership renewals. Access for nonrenewal will be cut-off at the end of September and they will be notified of this via the Fiscal Forum newsletter. A new unintended expense is the cost to FGFOA for credit card processing, which includes a fee for all of the Local Chapter events and renewals. This will be reviewed more intently in the future. No motion was made.

SECRETARY REPORT

Local Chapter Committee

President-Elect Strickland noted the great results brought forth by Mrs. Roberson and the Local Chapter Committee to create a Financial Reporting template to be used for Local Chapters. Bylaws for the Florida First Coast Local Chapter were presented to the FGFOA Board for approval but had not been previously presented to the Florida First Coast Local Chapter Board. They will go back to their Local board for approval or edits and will then be presented again to the FGFOA Board. No motion was made.

PRESIDENT REPORT

Elections/Bylaws/Policy & Procedure

President Gasparri recommends that candidates applying to serve on the FGFOA Board of Directors be submitted to a background check and recommends in-person interview with the candidate. It is recommended to review the option of adding the Immediate Past President as a voting member of the Board. This will be reviewed by the Bylaws Review committee and reviewed at a future Board meeting. No motion was made.

COMMITTEE REPORTS

CGFO Certification Committee

Ms. Licourt presented the agenda item for the CGFO Certification Committee noting that one person had technical difficulties with taking the online test; the Board approved her to take it again. No motion was made.

Annual Conference Program Committee

Mrs. Otiniano presented the updated Policies and Procedures Manual for the Annual Conference Program Committee. Topics are being submitted and speakers chosen for 2026 Annual Conference.

Ms. Licourt moved, seconded by Ms. Teslia, to approve the Annual Conference Program Committee Policies and Procedures Manual as presented. Motion passed without objection.

Educational Programs Committee

Mr. Timberlake presented the Educational Programs Committee report showing the work done by the committee bringing together updated titles and schedule of webinars. The committee does need polling questions that can be used at the beginning of each webinar. No motion was made.

Event Host Committee

Ms. Teslia presented the Event Host Committee report noting that gift bags have been ordered for and volunteers are signing up to help the Event Host team at the 2025 SOGF. Promotional flyers have been created for review and Board approval. It has been decided to cancel the hospitality Suite on Tuesday night at Ann Conf 2026.

Mr. Timberlake made motion, seconded by Mrs. Almeida, to amend the Event Host SOGF budget to increase it by \$2,500 to accommodate food and prizes. Motion passed unanimously.

Professional Development Committee

Mr. Spinelli presented the Mentor program update for the Professional Development Committee. There has

been good involvement with the new Ignite program. The committee plans to offer this Ignite Program prior to pairings in the future. The next Mentor pairings will begin in January, 2026. No motion was made.

School of Governmental Finance

Mrs. Almeida presented the School of Governmental Finance committee updates with a full schedule for the 2025 SOGF. The speaker for the “Procurement Best Practices” session needs to be replaced.

Ms. Licourt moved, seconded by Mrs. Almeida, to approve the 2025 SOGF schedule as submitted with permission for the Committee Chair to finalize details as needed. Motion passed unanimously.

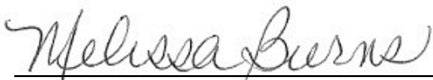
Technical and Legislative Resources Committee

Mrs. Jovanovski presented the Technical and Legislative Resources Committee update noting the Legislative Summary of bills that have passed, the Basic Government Resources Manual is being updated and other committee activities. No motion was made.

NEXT MEETING

The date for the next Board meeting will be Wednesday, October 29, 2025. It will be held at the Hyatt Regency Coconut Point, Bonita Springs, in conjunction with the School of Governmental Finance.

ATTEST:



Melissa Burns, Secretary/Treasurer