

New England States Government Finance Officers' Association
Minutes
November 13, 2015
Marriott Courtyard, Milford, MA

Present: Ed Spellman, Cheryl A. Lindberg, David Delano, Ruth Porter, William Hall, Jim Finch, Nancy Lalli, Maryanna Stevens, Diane Waldron, Randy Rossi, RaMona Sheppard, Nancy Lalli, Stephen Gilligan, Mark Milne, Heather Hunter, Wendy Wilton, Scott Smith and Tammy St. Gelais.

Regrets: Vinny Izzo and Kathy Raposa

Executive Director Bill Fazioli was in attendance.

Meeting was called to order at 10:00 am by First Vice-President David Delano after establishing a quorum was present.

Approval of Minutes:

The minutes of the September 2, 2015 NEGFOA Board meeting were moved and seconded. With no discussion, the motion passed unanimously.

Treasurer's Report:

There was no Treasurer's Report.

President's Report:

First Vice-President Dave Delano presented the matter of electing a new President of NESGFOA since the resignation of Jack Sheey was received. New Hampshire has brought Brian LeBrun back to the NESGFOA Board and he is willing to serve as President. A motion was made and seconded to elect Brian LeBrun as President. With no further discussion, the motion passed unanimously.

Executive Director's Report: Bill Fazioli reminded the Board of the Spring Seminar which will be April 7 and 8, 2016 at the Conference Center in Waltham, MA.

Bill mentioned that his contract is good through March, 2016. Does the NESGFOA Board want a second person to work with him? Should a committee review the needs of the position and the NESGFOA organization? What about a job description for the second person? Could Bill draft something for the Board so the responsibilities for the two individuals would be clearly identified. The Committee that did the last review of the ED Contract was re-established and the members all agreed to serve again. They are Diane Waldron, Chair, Ruth Porter, Randi Rossi and Cheryl Lindberg. Cheryl will obtain a copy of the final, signed contract that can be distributed to the Committee.

Scholarship America: The current scholarship process for NESGFOA is somewhat cumbersome and manual. Heather asked that Steve Gilligan present the process that they use for scholarships.

Steve detailed the process which is all on-line. The applicant goes on-line and completes the application and submits it. The information stays in the database and helps the applicant search across the country for other scholarships in the national database. NESGFOA can set up its own criteria and the cost would be approximately \$800 per year. This fee may be negotiable. There is about \$12,000 budgeted annually for scholarships through NESGFOA, depending upon the year. Heather compared Steve's process with the current process for the benefit of new Board Members. Currently, each State has their funds from NESGFOA and their State organization and reach out to eligible State applicants, urging them to apply for the scholarships. Each State has different approaches to awarding their scholarships. There are fewer applicants and the NESGFOA Scholarships are not being awarded, so the Fund Balance is growing. Since the Form 990 is available for all to view, we need to be aware that growing cash balances might imply that we don't need sponsorships for our annual conference. The Board all agreed we need current financial reports to determine what is available to commit. Once the reports are available, the Scholarship Policy can be finalized.

The Board asked that Brian contact Vin to determine his ability to continue as Treasurer. Brian will get back to the Board as soon as possible, hopefully in the following week.

IRS Letter for 2014 Form 990: This matter is resolved according to Dave. The current Form 990 is on extension and Dave has sent all the material to Vin.

Proposed Changes to Conference Policy: Heather led the discussion. After lengthy Board discussion of the proposed changes to the Conference Policy, it was decided that they would not be made. A motion was made and seconded to leave the Conference Policy as is, prior to any changes proposed as of June 2014. Motion passed unanimously. The website version of the policy is the current one.

2016 Spring Seminar Topics: All Board members are to forward topics for the Spring Seminar to Maryanna Stevens, as 2nd Vice-President. She will work with Bill Fazioli to get topics before the Board.

Conference Reports:

Massachusetts wrap-up:

Ed Spellman handed out a financial report of the MA Conference. Though it isn't a final report, the document shows a Net Revenue over Expenditures of \$28,391.72. A refund still needs to be processed to 11 registered golfers, as golf was cancelled due to low participation. The GFOA speaker expense reimbursement request has not been received yet.

Cheryl mentioned that the Bylaws state in Article VI, Section 2, paragraph C that a quorum for the Annual Meeting is 100 Active members present. We did not have 100 Active members registered for the conference. This discussion was noted and will be addressed at a future meeting.

New Hampshire:

The New Hampshire conference is September 11 – 14th, 2016. There is a meeting with the Hotel in December. Tammy provided a draft budget and draft sponsorship report for the Board. In 2010, there was \$123,000 in sponsorships; the draft budget for 2016 reflects a hopeful \$150,000 in sponsorships. Registration is budgeted at \$250 per person with a budget of 250 attendees. Revenue projections are \$212,500 and expenditure projections are \$194,025, resulting in an \$18,475 net position. A motion to accept the budget was made and seconded. Motion passed unanimously. Lastly, due to the conference being held during the 15th anniversary of the 9/11 event, the Keynote Speaker will be someone linked to that day. More details to follow at our next meeting.

Maine:

Both the Colony and Nonantum will be available. Dave is finalizing the contract. A \$5,000 deposit will be made with each location.

Connecticut:

Maryanna is looking at the dates of September 16 to the 18, 2018. The location at this time is the Hilton at Mystic, CT. The room rate as of 2015 is \$159.00/night, with free wifi, parking and golfing would be available. There is a vineyard and aquarium nearby and it is about 20 minutes to the CT casinos. The Board encouraged Maryanna to continue with the location and liked the area for the conference.

RI Audit Report: The Audit Committee Report for the Rhode Island Conference was presented by Diane. All was in order. A motion was made and seconded to accept the RI Audit Report as presented. The motion passed unanimously.

Next Meeting: January 22, 2016 by conference call at 10:00 am. Bill Fazioli will coordinate.

There being no further business to attend to, a motion was made and seconded to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 11:52 am.

Respectfully submitted,

Cheryl A. Lindberg
Secretary