

New England States Government Finance Officers Association
Board of Director's Meeting Minutes
April 5, 2018
Center at Waltham Conference Center

Approved: June 8, 2018

Present: James Finch, James Wren, Diane Waldron, David Delano, Heather Hunter, Wanda Raymond, Ruth Porter, Ari Sky, Edward Spellman, Brian LeBrun, Tammy St. Gelais, John Ward, Kathy Raposa, William Hall, Cheryl A. Lindberg and Sarah Macy.

Regrets: Rich Bienvenue, Mark Milne, Scott Smith and Randy Rossi.

Executive Director Bill Fazioli was in attendance.

1. Call to Order.

The meeting was called to order at 4:09 p.m. by President James Finch after establishing a quorum was present.

2. President's Report.

a. Scholarships. Jim Finch informed the Board that five scholarships were awarded.

They are:

Sarah Oakes attending Bryant University,
Renee Hunt pursuing a Master's Degree at the University of Vermont,
Kristen Yeziarski attending University of Massachusetts,
Mandy Grenier attending Saint Joseph's College of Maine and
Jennifer Pratt attending New England College of Business.

The motion to ratify the list of scholarship awardees was made by Heather Hunter and seconded by Ed Spellman. Vote unanimous.

- b. NESGFOA logo. At the January Board meeting, the Board approved a new NESGFOA logo. During a review of the Bylaws, President Finch realized the old logo showed on the front page of the Bylaws. His suggestions were to either put the new logo on the Bylaws or remove the logo along with the following wording: "The organization shall have a seal which shall be in the following form:". A motion was made by Diane Waldron and seconded by Heather Hunter to remove the logo and wording from the Bylaws. The vote was unanimous. This recommended change to the Bylaws will be sent to the membership prior to the annual meeting. The membership will be able to review and decide if they want to approve the recommended change.
- c. Social Media Policy. Awhile back, the Board received a social media policy. Please review and we will discuss at the June meeting.

- d. Audit Review Committee. Discussion ensued on whether we should have more audit committee members, perhaps five instead of three. Cheryl Lindberg suggested that other members of the Board could also be on the audit committee to assist the other committee members.
- e. Website. At a prior meeting we discussed whether to upgrade the website or change it. Randy has been maintaining the website and more recently Scott Gesualdi from Standish, ME has been maintaining the site. Do we want to stay with this website or change it? Also, may be looking for others who may be interested in maintaining the website.
- f. Stipends. President Finch mentioned the stipends for the three positions as this was tabled at the November Board meeting.

3. Secretary's Report.

On a motion from Diane Waldron and seconded by Ari Sky, the January 12, 2018 and March 5, 2018 minutes were unanimously approved.

4. Treasurer's Report.

March 2018 Financial Report: Ed Spellman presented the financial reports for March and responded to questions. Ed let the board know that he spoke to the banks and the bank has agreed to increase the interest rate to 1%. He also let the Board know that the 990 and the 1099 forms have been filed timely. And the Annual Business Report was filed in Connecticut. On a motion from Bill Hall and seconded by Dave Delano, the Treasurer's report was unanimously approved.

5. Executive Director's Report.

- a. 2018 Spring Seminar Report: Bill Fazioli has said the conference is going well with strong attendance. The only complaint he has received is the drive on Thursday a.m. is terrible (Route 128). Do we want to have the conference here next year or should we move it. After some discussion and other locations (Worcester), Bill was asked to compare costs for a site in Worcester and keeping the conference in Waltham. Ari Sky will send some information to Bill.

6. Conference Reports.

a. Connecticut:

Jim Finch and Diane Waldron gave an update on the Connecticut conference to be held September 23 – 26, 2018 at the Mystic Hilton. Jim said Diane Waldron was doing a great job with the fund raising. Diane has \$142,000 in commitments and about \$70,000 in payments received and feels strongly that they will reach their funding goal. Jim Finch mentioned that the deposit on the "Escape Room" was made as well. Continuing to work on the Wine tasting, entertainment and golf. Maybe looking to have someone from the Coast Guard as the Keynote speaker since they are not having luck trying to get Tim Shriver from Special Olympics for the keynote speaker. Jim also thanked Jim Wren on working on the speakers for the conference. Dave Delano will send the sponsor list he used for the Maine fall conference to Diane.

Vermont:

Cheryl Lindberg updated the board and said they had their kickoff meeting on March 23rd. They have prepared a list of about 75 local Vermont business to solicit sponsorships. Cheryl would like to at least break-even for their conference. The Vermont fall committee members will meet with Bill this summer.

Rhode Island:

Bill Fazioli spoke on the Rhode Island conference and said that while Randy Rossi is the second VP and will move into the first VP this year. However, he is unsure if Randy will be able to since he is holding two positions in his community presently. They do have their venue for their fall conference.

7. Other Business.

- a. Audit Committee Report. Diane Waldron and Cheryl Lindberg updated the Board on the Association's audit and the Maine conference audit. On the Association's audit, Diane thanked Ed and said what a great job he is doing. There was one question on the budget and how the travel actual costs seemed high compared to the budget. Regarding the Maine conference audit, all went well. Diane Waldron said they would have the final reports ready for the June Board meeting. One suggestions was to see if Reg-Online could forward the payments they receive for our conferences electronically instead of via a check. Bill Fazioli will look into this.
- b. Stipends. As Jim Finch mentioned in his President's Report, this discussion was tabled from the November meeting. The stipend would be for the Webmaster, Treasurer and Secretary. Do we want to provide stipends or not? If so, what form would that take? After some discussion, a motion was made by Dave Delano and seconded by Diane Waldron to authorize up to \$200 in the form of conference credits for the three positions. The vote was 13 yeas, 0 nays and 2 abstentions (Ed Spellman and Ruth Porter).
- c. CPFO Proctoring. Dave Delano queried whether the Board would like to proctor a CPFO exam at one of our training sessions. Jim Finch would like to table this for now and discuss this at the June meeting.

8. Good for the Organization.

The Board went around the room and gave some information on themselves to bring the board members together.

9. Adjournment.

There being no further business to discuss, a motion was made by Ari Sky and seconded by Diane Waldron to adjourn. The motion passed unanimously and the meeting adjourned at 5:19 p.m.

Respectfully Submitted by Ruth D. Porter, Secretary