

New England States Government Finance Officers Association  
Board of Director's Meeting Minutes  
November 8, 2019  
Conference Call

Approved: January 9, 2020

Present: Jim Finch, Lisa Hancock, Diane Waldron, David Delano, Cheryl Fournier, Ruth Porter, Scott Gesualdi, Ari Sky, Ed Spellman, Mark Milne, Mark Fleischer, John Ward, Kathy Raposa, Randy Rossi, Cheryl Lindberg and Gail Ostrout.

Regrets: Rich Bienvenue, Tammy St. Gelais and Justin Campo.

Executive Director Bill Fazioli was in attendance.

1. Call to Order.

The meeting was called to order at 10:05 a.m. by President Randy Rossi after establishing a quorum was present.

2. Approval of September 10, 2019 Minutes. President Rossi asked that all changes to the minutes be sent prior to the Board Meeting so the Board can review the "clean" copy. On a motion by Lisa Hancock and second by Dave Delano move to approve the September 10, 2019 Board Minutes. The motion was unanimously approved with adjustments.

3. Treasurer's Report October 2019. Ed Spellman gave a brief overview of the October Treasurer's Report. On a motion by Diane Waldron and second by Ari Sky, the October 2019 Treasurer's Report was unanimously approved.

Ed Spellman also discussed the IRS Form 990 the Association is required to file. On a motion by Jim Finch and second by Diane Waldron move approval of the Form 990. The motion was approved unanimously.

4. President's Report.

- Randy Rossi thanked the Board members for accommodating the change in meeting location to a conference call.
- President Rossi is hoping this coming year will be a positive experience for all the Board members and that while we have work to do, the goal will be to have fun while doing said work.

5. Executive Director's Report.

- a. The NESGFOA Spring Conference will be held April 2 – 3, 2020 at the Conference Center at Waltham Woods in Waltham, MA. Bill Fazioli asked the Board to submit topic ideas to him. He also received some topic

suggestions from the Vermont fall conference survey and will share those with the Board. Also if anyone knows of some good speakers to forward that also.

- b. *RegOnline* was purchased by *E-Vent*. Our contract with *RegOnline* expires May 2020 so we are all set for the Spring Conference but will need to upgrade for the fall conference. The renewal rate is a little costly and they have more options than what we need. Bill has begun looking at other options. He saw a demo from *E-Ply* and asked for a cost proposal. Tammy St. Gelais also suggested *Event-Leaf*. Bill suggested a small committee of Board members review the proposals and report back to the Board.

6. Website update and Training. The new website provider has been very helpful with uploading and assisting us with the website. We do need to have some training so we are able to do this ourselves. Those who will be trained are: Scott Gesualdi, Randy Rossi, John Ward, Bill Fazioli and Cheryl Lindberg.

7. Executive Director Evaluation. Jim Finch gave an overview of the evaluation forms returned to him from the Board. Most of the evaluations were at “Meeting Standards” or “Exceeding Standards”. Jim Finch, Randy Rossi, Tammy St. Gelais, Cheryl Lindberg and Mark Milne were on the Evaluation Committee.

8. Conference Reports.

- o Vermont – Cheryl Lindberg gave an update regarding the costs of the conference. It is anticipated that the Vermont Conference will exceed its budget by over \$62,000. Expenditures were around \$330,741 and revenues were about \$268,572. The Board was notably concerned and asked questions of Cheryl Lindberg on why this happened. It appears that the food and beverage line are where most of the costs exceeded budgets. Food minimums are much higher at approximately \$123,000 compared to past conferences closer to \$70,000 - \$90,000. The budget was approximately \$235,000 and expenditures came in around \$288,000. The total cost to the Lodge was \$193,000. Jim Finch suggested that we wait until the audit is complete so we have the information before us, however, the invoice will need to be settled prior to the audit. Ed Spellman reviewed the invoice and said that the Tuesday dinner did not count toward the food minimum at a cost around \$50,000. Additionally, revenues are short by about \$20,000. This is the bulk of the Fall Conference short fall.

On a motion by Dave Delano and second by Lisa Hancock moved that a committee of past presidents review the Vermont conference budget, costs and revenues and report their findings to the Board. The motion was approved unanimously. This will need to be done sooner than later and Randy Rossi will set up a meeting to discuss the findings.

On a motion by Lisa Hancock and second by Dave Delano, moved to ask Bill Fazioli and Cheryl Lindberg to meet with the Lodge to discuss the invoice and

discuss if we can negotiate going back to Stowe in six years and perhaps have some reprieve for this invoice. The motion was approved unanimously.

The Vermont GFOA Board has also begun looking at venues for their 2025 fall conference. Cheryl Lindberg has seven potential locations and has spoken to four of them. No decision will be made until the NESGFOA Board has an opportunity to review the 2019 Stowe conference final information. Cheryl Lindberg also let the Board know that Bill Hall has left the Vermont Board and the NESGFOA Board. The Vermont GFOA has replaced Bill on their Board but have not yet found a replacement for the NESGFOA Board.

- Rhode Island – September 13 – 16, 2020 in Providence. The conference location is at the Omni in Providence and a contract is in place. The conference committees have been formed and are actively working. They have received over \$10,000 so far and have booked their first venue, *World Premier*. The host committee is basing their budget on the last five conferences. The food minimum is \$70,000.
- Massachusetts – September 12 – 15, 2021. The location is set for Falmouth, Cape Cod and feel the weather should be great. The food minimum is \$50,000. Mark Milne also mentioned that Rich Bienvenue has started a new job and may be stepping down from the Board. They are working on getting another member for the NE Board.
- New Hampshire – September 11 – 14, 2022. Tammy St. Gelais was not present and Mark Fleisher gave an update. The Mount Washington Hotel will be adding 70 new rooms and they are expected to be completed by 2021.
- Maine – September 10 – 13, 2023. Dave Delano mentioned that aside from visiting the two potential conference sites, not much else has been done. Maine is hoping Bill Fazioli will be able to visit the Samoset site. Maine has received a proposal but has not yet finalized it.

9. Dates for Future Board Meetings – The next meeting will be a phone conference meeting on Thursday January 9<sup>th</sup> at 10:00 a.m. The spring meeting will be held at the Conference Center in Waltham MA on April 2 – 3, 2020.

10. Other Business – Dave Delano informed the Board that the NESGFOA audit will be conducted on December 3, 2019. Tammy St. Gelais has offered a conference room for the audit to be conducted.

Cheryl Lindberg and Bill Fazioli also asked that an agenda item be added to discuss some of the issues and thoughts they had regarding future conferences.

11. Adjournment.

There being no further business to discuss, a motion to adjourn by Lisa Hancock and second by Ari Sky was made. The motion passed unanimously and the meeting adjourned at 11:14 a.m.

Respectfully Submitted by Ruth D. Porter, Secretary