

New England States Government Finance Officers' Association
Final Minutes
January 11, 2024
Zoom Meeting

Board Members Present: Lisa Hancock, Cheryl A. Lindberg, Tammy St. Gelais, Cheryl Fournier, Ellen Sanborn (late), Juli Millet, Rob Buden, Carol Pratt (left at 10 am), Sarah Wood, Angela Aldieri, Abbie Sherman, Michael Gaughan (late/left early), Mark Fleischer, Randy Rossi (late/left early), Kathy Raposa

Regrets: Kim Lord, Scott Gesualdi, Justin Campo, Mark Milne, RI vacancy

Also attending: Executive Director David Delano; Assistant ED Bill Fazioli

Meeting was called to order at 9:01AM by President Lisa Hancock. A roll call for attendance was done. A quorum was present.

Approval of Minutes – Raposa moved, seconded by St. Gelais to approve the November 8, 2023 draft minutes. The motion passed with one abstention by Fleischer.

Treasurer's report – Fournier reviewed the December 31, 2023 financial reports that were in the Board packet. She also reviewed the Maine Conference revenue/expenditure report now that the majority of registration data has been reviewed. Lindberg asked about the Mass Receivable of \$2,800 and if it should be removed per prior meeting discussion. Questions were asked about several of the line items and Fournier reported that the data in the financials is not accurate in some of the categories because the Eventleaf registration software data is difficult to analyze. Sanborn needs to run more reports to get dollars in the correct "buckets". After much discussion, the Board requested a new Maine Conference report be brought to the next meeting that will reflect the proper financial results. Delano is getting trained on Eventleaf on 1/25/24. A motion by Lindberg to accept the financial reports with the understanding that a corrected Maine Conference report will be forthcoming was made and seconded by Sanborn. The motion passed unanimously.

President's Report: Nothing specific to report, but has policy revision on the next agenda. Website updates are being done and is a focus of Hancock and Delano.

Executive Director's report: Delano provided an update on the record retention and storage system. He found that Microsoft 365 standard plan for businesses is the way to go and has a monthly fee of \$40-50 (pricing detail in packet). It is charged by user and we could get rid of Zoom and use Teams. Some Board members prefer Google document storage so it was suggested that Delano look further into that option. Other points were made about both options. Lindberg asked whether the current website can handle storage. Delano said that the website contact person could not answer that question and so we need to find an IT person that could help figure that out. Final comments included having Delano look at what makes sense for the pieces we would use. Delano will follow up for the next meeting.

Delano reviewed the Spring conference sessions and there are nine finalized. Meal costs have gone up to \$129/day. Delano recommends a registration fee of \$300.00 for government attendees. Discussion on a Zoom option occurred. Minimum attendance is guaranteed by NESGFOA for meals. Lindberg asked if there could be a budget created for the Conference based upon the Scope of Services that details that one will be done. Motion by Sherman, seconded by Rossi to set the registration fee for the Spring 2024 conference at \$300 for in-person or remote attendees. Motion passed unanimously.

Delano shared a personal matter with the Board in order to advise the Board of his absence for a couple of weeks at some point in the future.

2024 Fall Conference Budget: Hancock presented a draft budget for the CT Conference in the fall and discussed the various pieces of the document. After much discussion, Rossi moved to approve the CT budget up to \$350,000 and review with her committee and come back to the Board when balanced with revenue. Second by Buden. Motion passed unanimously.

Request to amend FY24 budget: – President Hancock asked if the NESGFOA Board would add \$2,400 to the FY24 budget so that she could use that to attend the GFOA Conference in Florida this summer. After discussion, the Board did not support adding this expense.

Final Report for Maine Conference 2023 – This item got discussed under the Treasurer's report in agenda item #3.

Credit Card for Executive Director and/or Treasurer – This item was added to discuss the ability for the Executive Director and Treasurer to have a way to use a credit card for a point of service card for the conference. Bank staffing at the branch is an issue for Fournier to get this accomplished. Need a way for electronic payments. Can Eventleaf help with this need? Delano will work on this matter and get back to the Board.

Honorary Retired Member – Rossi moved, seconded by St. Gelais to make Ed Spellman an Honorary Retired Member of NESGFOA. Motion passed unanimously. The presentation will be done at the next annual meeting.

Conference updates –

Connecticut – Sept 15 -18, 2024 – Hancock updated the Board on the various details of the conference.

Vermont – Sept 14 – 17, 2025 – Sherman reported that she is scheduling meetings with VT conference committee.

Rhode Island – Sept 27 – 30, 2026 – Delano reported that he had signed a contract with the Omni Hotel in Providence.

Massachusetts – dates to be determined - 2027 – Delano stated that there is nothing to report at this time.

New Hampshire – Sept 10 – 13, 2028 – Mount Washington Resort – St. Gelais said there is a contract under review and a deposit will be needed.

Other Business: Rhode Island vacancy was discussed. Fazioli gave an update. The RIGFOA is looking for new people to step up.

Adjourn – A motion to adjourn was made by Lindberg and seconded by St. Gelais. Motion passed unanimously and the meeting adjourned at 11:11 am.

Respectfully,

Cheryl A. Lindberg

Cheryl A. Lindberg, Secretary
NESGFOA