

New England States Government Finance Officers' Association
Final Minutes
May 30, 2024
Hybrid Meeting
New Hampshire Municipal Bond Bank and Zoom

Board Members Present: Lisa Hancock, Cheryl A. Lindberg, Tammy St. Gelais, Cheryl Fournier, Ellen Sanborn, Angela Aldieri, Sarah Wood, Justin Campo (10:20 am),

Board Members on Zoom: Scott Gesualdi, Juli Millet, Kim Lord, Rob Buden, Carol Pratt, Mark Fleischer, Randy Rossi, Michael Gaughan, Abbie Sherman

Regrets: Kathy Raposa, RI vacancy, MA vacancy,

Also attending: Executive Director David Delano

The meeting was called to order at 10:05 am by President Hancock. A roll call for attendance was done. A quorum was present.

Approval of Minutes – St. Gelais moved, seconded by Sanborn to approve the April 18, 2024 draft minutes. The motion passed. Rossi and Lord abstained.

Treasurer's report – Fournier reviewed the April 30, 2024 financial reports that were in the Board packet. NESGFOA financials reflects \$30,964 in revenues and \$15,232 in expenses for a net of \$15,731. Discussion of the CT Conference financial information noted a deposit for another \$30,000 plus would be done today. A motion was made by Rossi to accept the Treasurer's report, seconded by Sanborn. The motion passed unanimously.

Write off the hotel deposit for the 2021 Massachusetts conference – Lindberg made the motion to write off the \$2,800 hotel deposit and the motion was seconded by Pratt. The motion passed unanimously.

Audit Committee Report – Not available at this time. (Refer to President's Report, item c.

President's Report: Hancock reported on the CT Conference budget and asked to set the registration fees for the Fall Conference. After lengthy consideration of the costs and compensated registrations and rooms, Lindberg made a motion to set the CT registration fee at \$425 for a governmental attendee and up to \$500 for a non-governmental and guest attendee and the daily rates as proposed. The motion was seconded by Wood and passed unanimously.

Appoint Audit Committee for FY25 – After discussion of the audit process it was decided to have the two current members of the Audit Committee, Pratt and Wood, comprise the committee for the two audits needed. They will coordinate a date with Fournier to get the audits completed.

Appoint Executive Director Evaluation Committee - The ED Evaluation Committee will be comprised of St. Gelais, Hancock, Sanborn (Chair), Campo and Sherman. Tammy agreed to distribute the evaluation form to Sanborn to get the process started.

Executive Director's report: Delano began with the record retention and storage discussion based upon the document he included in the packet. The Board discussed the pros and cons of Microsoft 365 and Google Workspace and it was thought that the President, Treasurer, Secretary and Executive Director would need to be users at \$12.50/month. A straw poll was done of the Board members. Gesualdi moved to use Google for NESGFOA records. The motion was seconded by Fournier and passed unanimously.

Delano gave a Spring Seminar 2024 recap. He stated that the seminar made about \$3,000 but there are a couple lingering payments due to attendees not recognizing the name on their credit card account. He is working through the resolution. There were 60 in-person attendees and 20 on Zoom. He had guaranteed 80 for food count, which was lowered to 70 on day two. Delano thinks the Board should continue with the hybrid option and avoid school vacation breaks.

Proposed FY2025 budget – Fournier reviewed the assumptions she used to draft the FY2025 budget for both revenues and expenditures. After discussion of the draft, it was decided to increase the Web Site Maintenance expense by \$1,000 and to offset that with an increase to the Undesignated Fund Balance amount of \$1,000 making total revenues and expenditures \$44,800. A motion was made by Sanborn to approve the FY2025 budget as amended. The motion was seconded by Wood and approved. Fournier abstained.

During the budget discussion, Delano requested that the Board include the cost of a laptop for the Executive Director in the budget. The Board decided to authorize the purchase immediately. A motion was made by St. Gelais and seconded by Wood to authorize the Executive Director to spend up to \$1,000 on a laptop for the NESGFOA. The motion passed unanimously.

Fellowship Program – St. Gelais stated it is on hold and can be discussed at the Fall Conference. She stated that the best option will be for each State to handle the program instead of NESGFOA.

Scholarship Committee Report – Sherman reported that no applications have been received. After a discussion of how to reach out to the membership in order to make two \$400 scholarships available, it was decided to have Delano and Sherman work together to get the information on the NESGFOA website. Delano will send out an email to each State representative so that applicants can meet the July 1st application deadline.

Policy Review – After discussion of the most updated versions of the various policies, a motion was made by Sanborn and seconded by Campo to update all policies with the date of this meeting based upon the policy review done at the June 2023 meeting. Motion passed with one abstention by Lindberg.

Attendee/Vendor payment options for NESGFOA – Discussion of how to accept payments from attendees/vendors going forward occurred. Delano felt that there are less expensive options to consider like The Square. Fournier thought that PayPal could be used with a link on the NESGFOA website. Campo mentioned Google Pay since the Board voted to use Google earlier in the meeting. Campo made the motion to request Delano to research alternatives for payments

including VENMO, PayPal and Google Pay and move forward with the best option. The motion was seconded by Wood and voted unanimously.

Conference updates –

Connecticut – Sept 15 -18, 2024 – Mystic Hilton – Hancock mentioned that there would not be a lobster bake due to cost; the Mystic Aquarium is on the schedule; Buden shared that there has been an overwhelming response by speakers, so they are shortening sessions and doing concurrent sessions; sponsorship commitments are at \$184,000 and another \$60,000 would be great. Any assistance on sponsorships would be welcome.

Vermont – Sept 14 – 17, 2025 – Jay Peak Resort – Sherman mentioned that she is working on a budget for the conference. She will be at the VTGFOA annual conference and promote participation.

Rhode Island – Sept 27 – 30, 2026 – Omni Providence – No further update at this time.

Massachusetts – dates/location to be determined - 2027 – No further update at this time.

New Hampshire – Sept 10 – 13, 2028 – Mt. Washington Resort – No further update at this time.

Maine – 2029 – Somerset is being considered again.

Next meeting: September 17, 2024 at 8:00 am at the Fall Conference. The meeting dates for 2024/2025 Board.

Other Business: Nominating Committee discussion for the next slate of officers for NESGFOA Board. Hancock suggested a quick Zoom meeting of the Nominating Committee which is comprised of the current President, 1st Vice President and Secretary.

A motion to adjourn was made by St. Gelais and seconded by Wood. Motion passed unanimously and the meeting adjourned at 12:29 pm.

Respectfully,

Cheryl A. Lindberg

Cheryl A. Lindberg, Secretary
NESGFOA