New England States Government Finance Officers' Association

Meeting Minutes (Draft)

Date:	June 5, 2025
Time:	9:10 A.M.
Meeting called to order by:	President Abbie Sherman A roll call for attendance was done. A quorum was present.

IN ATTENDANCE

Rob Buden, Lisa Hancock, Michelle Harrison, Ellen Sanborn, Cheryl Fournier, Scott Gesauldi, Juli Millett, Carol Pratt, Sarah Wood, Melissa Morrissey, Mark Fleischer, Tammy St. Gelais, Caitlyn Choiniere, Sarah Hassell, Kathy Raposa, Abbie Sherman, Angela Aldieri

Regrets: Kim Lord, Justin Campo, Randy Rossi, Michael Gaughan

Also Attending: Executive Director David Delano

REVISION TO JUNE AGENDA

Sherman to move Audit Committee appointment, Executive Director Evaluation Committee appointment to be under #4 President's Report. Another change to note is the Treasurer's Report date from 4/30/2025 to 5/31/2025. In addition, under #11 Review of Policies, remove Attendance Policy (already approved in previous meeting).

St. Gelais moved, seconded by Fournier. No abstentions.

APPROVAL OF MINUTES

Choiniere moved, seconded by Fournier to approve the April 16, 2025, meeting minutes. No abstentions.

APPROVAL OF TREASURER'S REPORT

Sanborn moved, seconded by Wood to approve the report as of May 31, 2025. No abstentions.

Additional conversation: Fournier started making payments for the conference. She also wanted to note that RI did not pay because there was a lack of membership. Fournier also noted that PayPal is up and running (3 invoices sent out and paid). She will add the logo to the PayPal site. A question was raised in regard to Board membership by Lisa Hancock as now being retired; can she continue to be on the NESGFOA Board seeming that she was asked to stay on CT GFOA Board until a replacement is found. Delano and Sherman will review.

PRESIDENT'S REPORT

Conference update-President Sherman mentioned that the minimum sponsorship was exceeded. It was $150k and it is now up to $153k. She will keep pushing for more. The budget was altered a bit. The food/beverage committee will meet next week and will discuss the drink tickets. She is still looking for entertainment for Sunday. Beta Tech (mobile dome w/ flight simulator) is an option, but she's still waiting for call back to lock it down. Sherman proposed to add $20k to the budget as an advance as a NESGFOA contribution. Motion made by St. Gelais to approve contribution, seconded by Fournier. No abstentions. Sherman mentioned that a draft of the educational sessions was sent out. Gaughan is still working on it, and it should be ready by the end of this month. Set registration fee-Sherman's proposal to the Board is to reduce the fee for government attendees ($375) and increase for non-government/guests ($525). 1-day attendees will pay $275. The estimate of attendees is: 140 government, 40 non-government, 15 guests, and 20 1-day attendees. TD Bank and CLA are the top sponsors ($10k/each). A motion to approve registration fees was made by Choiniere and seconded by Sanborn, no abstentions. In addition, this conference will need three baskets per state for raffle purposes. Appointment of Audit Committee-President Sherman appointed Pratt, Wood, and Fleischer to the audit committee. Executive Director Evaluation Committee-Sherman appointed Hancock (as past president), Sherman (current president), Rossi (1st vice president), St. Gelais, and Morrissey. The evaluation for the Executive Director is due before or after the November Board meeting.

EXECUTIVE DIRECTOR'S REPORT

Spring seminar wrap-up-Executive Director Delano mentioned the Waltham Conference had 90 attendees, which was up 10 more attendees from last year. $20k went to the Conference center and $29k was collected by attendees. Next year's conference will be scheduled a week earlier than this year (4/8/2026-4/9/2026). Special event/liability insurance-TD Bank is asking us to sign an agreement re: liability insurance in order for them to sponsor the event (provision was in last year's contract). There is a potential liability for someone serving alcohol to sue the sponsor. Delano is waiting for JayPeak to provide a binder for insurance. The question was asked if we have a blanket insurance policy. We may be able to apply TD's sponsorship to a non-alcohol event and avoid the liability insurance issue. Choiniere posed the question to Delano: Does our current insurance cover general liability? Delano will check with our agent.

DRAFT BUDGET FOR 2026

President Sherman discussed increasing the membership fee. It was stated that NH membership dues were dropping because there is no benefit since most do not attend the conferences. St. Gelais asked for suggestions. Sanborn suggested 3 training sessions/year that include legislative updates and various speakers. Sherman would like to increase the line item for marketing as well as the Board travel expense, Board meeting expense, misc expense increase, need to add in promotion, education (will table until next meeting and form committee and make proposal)., change website maintenance to website/marketing, do not increase membership fee. Motion made by Pratt, seconded by Fournier to approve budget changes. No abstentions. How to build participation in NESGFOA & gov't accounting-The following suggestions were made to build participation: Videos on "how to" trainings, resources to upload to website, workshops once a month, offer certification program in Public Finance (online mini certification program to be developed), partner with state universities on gov't classes, survey to see what the interest is for certain trainings, finance directors on Board to conduct sessions (break it up by topic), career fairs, and promote NESGFOA through a newsletter (mail chimp). This item will remain on the agenda for September.

APPROVAL OF 2024 AUDITOR'S REPORTS

Motion made by Pratt, seconded by Fournier. No abstentions.

REVIEW OF POLICIES

Document Retention Policy-No changes. Scholarship Policy-Discount vs. actual payment to be made should be reimbursed and not released. The minimum should be $500 per state. Motion made to adopt policy changes made by Pratt, seconded by St. Gelais. Website and social media Policy-change website from ".org" to ".com". Motion made to adopt policy changes by Pratt, seconded by St. Gelais. Attendance Policy-removed from agenda (already approved in April 2025). Adopt Revised Travel Policy-Motion made by Choiniere, seconded by Sanborn. Additional conversation was had about requiring all Board members to meet in person at least once a year; this will be discussed next year.

VOTE TO APPROVE BUDGET CHANGES FOR JUNE MEETING

Motion by Choiniere, seconded by Wood. No abstentions.

SCHOLARSHIPS

A question was posed if we want to send money to the states to help with conferences and leadership academy. This will be addressed by the Scholarship committee appointed by President Sherman. The committee appointed by Sherman are Rossi (1st Vice president), Harrison (Board secretary), and Aldieri (member).

REVIEW OF POLICIES

Nominations Policy- Reviewed; no changes made. Attendance Policy- Reviewed; no changes made. Budget Policy- Reviewed; no changes made. Ethics Policy-Reviewed; no changes made. Travel Policy will be added to May's agenda.

CONFERENCE UPDATES

VT 2025 (Jay Peak, VT)-President Sherman provided updates in President's report. RI 2026 (Providence Omni Hotel)-No updates. MA 2027 (Seacrest Beach Resort-Falmouth, MA)-No updates. NH 2028 (Mount Washington Hotel)-No updates. ME 2029 (Samoset)- will contact next year for updates.

OTHER BUSINESS

A discussion was had to increase scholarships to $8k. Motion made by Fournier, seconded by Wood. No abstentions.

A motion to adjourn was made by Pratt and seconded by St. Gelais. Motion passed unanimously and the meeting adjourned at 12:00 p.m.

Respectfully,

Michelle Harrison

Michelle Harrison, Secretary