

Maryland GFOA
Board of Directors Quarterly Meeting
Bethesda Marriott
November 3, 2017

Members Present:

Jason Zimmerman	Janet Irvin	Joe Mason
Lenny Moore	Michael Heaney	Keith Novak
Linda Watts	Eric Jackson	Robert Sandlass
Steve Kraus	Ken Henschen	Ed Leiter
John Kroll	Robert Burk	Tim Hayden
Angela Lane	Diane Fox	Tammy Kennedy-Nichols
Joe Beach	Lisa Moody	

Committee Chairs: Mike Walther Alex Strate

Staff: Jane Ramsey

9:00 Lenny called the meeting to order at 9am

1. Approval of minutes: August 4, 2017 Board of Director's meetings
 - a. 5a change – replace Tim Hayden with Lenny Moore on the CRM Subcommittee. Joe Beach motion, Eric Jackson second, Unanimous approval
2. Treasurer's Report – Jason Zimmerman
 - a. See attached reports
 - b. No fall conference numbers in statement of activities
 - c. Budget to actual- similar to last year with dues, sponsorship is down vs budget and vs last year. No numbers for fall conference. Increased speaker fees (ethics year at summer conference). Linda Watts noted that seminar training revenues may be low due to success of CPFO, and we may need to bump up to 20K from 10K. Jane Ramsey noted that lots of revenue came in for October from sponsorships. Dues revenue are up, but numbers may not be accurate. Linda watts motion to approve the report, second by Joe Beach, unanimous approval.
3. Old Business
 - a. Agreed upon Procedures are still being worked on. Lindsey continues to ask questions.
 - b. Management contract—CRM. Will meet to discuss on Nov 14. Early consensus is for a hosted solution for 5000 records. Jane Ramsey noted that CRM will give us lots of benefits: members only sections, webinars, better contact.
 - c. Bees. Tammy Kennedy-Nichols to work with University of Maryland on bee/pollination presentation. Board wants to see a better tie into financials.
 - d. Website Updates and other Electronic Communication. Discussion tabled for now
4. New Business
 - a. Change in Officers due to Retirement. Linda Watts retirement from government employment as of 12/31. Discussion about options. Lenny Moore makes motion to move existing officers up one rank with Joe Beach to be the new secretary. Angela Lane seconds. Linda Watts abstains from vote, all other vote to approve.

- b. Replacement for open county slot, Joe Beach assumes Secretary. Discussion as to possible candidates, either Rafiu Ighile and Dawn Parks. Individuals to be contacted and gauged for interest. Executive Committee to make a nomination with full board approval via email.
 - c. Change in Bylaws allowing Associate Members to become Retired Members. It was determined the bylaws already allow for it.
 - d. Fall Conference. Overall positive remarks from survey, see attached. Discussion on PowerPoints: size, too much info, getting ahead of time, projector issues. Possible topics for future conferences suggested: block chain (bitcoin) and debt finance.
 - e. Winter Conference. Mike Walther gave session agenda, see attached. Consensus was the agenda was good.
 - f. Membership – Christine Parker. Jane to discuss. 583 total, 71 new members. We are down to 2011 levels
 - g. Sponsorship – Tammy Kennedy-Nichols. Currently below FY 17 levels. Consensus to work with companies our respective governments do business with. Jane to do a list with contact names.
 - h. Communications – Holly Sun. to provide report via email.
 - i. GFOA Rep – Kim Williams no report
 - j. Education – Joe Mason, Discussion on the CPFO training later in November. 18 participants, which exceeded the 0 projected. Revenue \$2600 over expenditures. Lenny Moore and Janet Irvin to review possible arrangement with Radford University to offer (and charge) for on-line classes and whether CPE could be granted. Intermediate Government Accounting class in November has 34 signed up. Possible scholarship opportunities with PFM. Janet Irvin to write up a proposal for PFM to fund a CPFO scholarship for test fees and books. Scholarship selectin criteria TBD.
 - k. By-laws – Joe Beach, No changes. Need to check on latest date.
 - l. Long Range Planning – Linda Watts. Jane Ramsey excused herself. Discussion on management services. Consensus on the need to develop Continuity of Operations Plan – as included in the Contract. Linda and Lenny to work on the COOP. Discussion Concluded, Jane Ramsey returned.
 - m. Nominating Committee – Janet Irvin. Janet Irvin, Angela Lane and Tammy Kennedy-Nichols to work on nominations for the upcoming open slots.
 - n. Lloyd Jones Scholarship – Janet Irvin, Janet Irvin to get establish deadline on application. Lisa moody, Eric Jackson and Janet Irvin will review applications.
 - o. Investment & Treasury Management Affinity Group –Tim Hayden & Rob Burke. Limited interest. Keith Novak suggests to get in contact with Stephanie Walker to participate in committee. Discussion branching out focus to include long-term investments, like equities, used by trust funds (OPEB and Pension). Possibility of a MACo sponsored Landfill Closure Trust – companion to MACO OPEB Trust.
 - p. Tax Affinity Group – Eric Jackson. Last meeting was a discussion on tax sale, tax intercept options and legislative update. Next meeting: November 16 with a presentation on “bill to pay”.
 - q. GASB Affinity Group - Keith Novak. Discussion on disclosures, issues with pension and opeb notes. But not much out there. Leases are on the horizon. New reporting model will have a MDGFOA response. Responses from local government have more weight from GASB than responses from the audit firms.
 - r. Debt Affinity Group – Steve Kraus. No report
5. Other Business – None
 6. Adjourn. Tammy Kennedy-Nichols motion, Joe Beach second, unanimous approval