

Maryland GFOA Board of Directors' Quarterly Meeting
Baltimore Country Club, Baltimore, Maryland
February 8, 2019

Members Present

Christine Osbourne	Lenny Moore	Tammy Kennedy-Nichols
Robert Sandlass	Eric Jackson	Jason Zimmerman
John Kroll	Ken Henschen	Robert Burk
Joe Beach	Lisa Moody	Kim Williams
Diane Fox	Tim Hayden	Ed Leiter
Joe Mason	Mark Edwards	Keith Novak
Michael Heaney	Steve Kraus	

Not Present

Raifiu Ighile
Holly Sun
Dawn Parks

Program Committee Co-Chairs: Michael Walther, Alex Strate

Staff: Jane Ramsey

Jason Zimmerman called the meeting to order at 9:00 AM

Agenda motioned by Christine, seconded by Tammy

- a. Approval of minutes: November 2, Board of Directors' meeting
 - b. Motioned by Steve, seconded by Rob -unanimous approval with no objections
2. Treasurer's Report – Joe Beach
- a. See attached reports
 - b. Went over compilation and report cash position improved
 - c. Bill for fall conference was not reflected in statement of position report
 - d. Motioned by Rob and seconded by Mike-unanimous approval with no objections
3. Old Business
- a. Winter conference-Mike gave an overview of the conference.
 1. Arbitrage speaker was short
 2. Keith mentioned that guidance should be given to speakers so the time is not too short; possibly have a panel afterwards or engage in questions with the crowd; Keith also mentioned possibly having more information on the topic to engage interest and have an idea of how the presentation may be
 3. Comments about Mike Sanderson's style but they liked him
 4. Robbie suggested that in the survey we ask for topics of interest. (Accounting, Economy Outlook, Policy, Debt, Investment, Cyber Security) just to name several, basically have something for everyone.
 5. Tammy brought up idea about having someone from the Federal Government come to speak.
 - b. Young Professionals Affinity Group-Jason spoke about this event. The event was held January 18. Thirty plus people attended. Good networking event. Had a variety of

people attending. Next event is April 12 at Guinness Brewery in Halethorpe, MD. There could possibly be a tour.

1. Mike brought up idea of those new to the government industry, regardless of age attending the event. Question raised as to why there can't be an event for them and why is GFOA paying for drinks. First event was sponsored. Christine mentioned that we don't pay for other affinity groups
 2. Alex mentioned that the idea was to bring people in regardless of age, but the concept is to bring young professionals into the organization. Jason mentioned that we can change the name to "New", instead of "Young."
 3. Conversation evolved about the matrix. Steve mentioned there should be a motion for a budget; Robbie mentioned changing the name to "Outreach" and budget \$2,500 Robbie made a motion annual for a name change to "Outreach."
 4. Christine and Joe mention having a vendor sponsor the event. Capital One sponsored the first event for the Young Professionals Affinity Group. Keith mentioned the name should be changed and that a matrix should be tied to it. "If we can take care of the name, vendor and have a matrix established there should not be an issue with having the event and recruiting members."
 5. Lenny mentioned listing as "in-kind services" to both revenue and expenditures.
 6. Robbie mentioned that if vendors consistently sponsor the event, we do not need to budget the event.
 7. Kim brought up the idea of having this event moved to different areas and Robbie replied that have someone from each area sponsor if they choose to instead of having at a central area. Keith mentioned that having the outreach in different areas could be beneficial. Kim mentioned having regional groups as there are in Virginia.
 8. Idea will be to work towards getting a sponsor for each outreach event and if not, use the money allocated in the budget for the event brought up by Robbie.
 9. Joe will sponsor Guinness event.
 10. Young Professionals Networking Group motion made by Rob and second by Christina-Discussion to include \$2,500 in FY20 budget for outreach
- c. Report on Class Participation-Jane
1. See attached-
 2. People from the Eastern Shore are doing e-learning due to travel; affinity groups are doing well although November was low due to weather for the Tax Affinity group.
 3. Keith mentioned there were no books for the last class and brought up the idea of purchasing books to have for the accounting class
 4. Joe suggested the cost of the book should be included with registration. Jane suggested that when someone registers there will be an option to check whether you have a book or not for the class
- d. MDGFOA About Section- There is an Affinity link that gives an in depth description of each group. Jason suggested adding program committees.
- e. Partnership Report-Tammy- A report has been developed which lists in detail information about partners and keeps everyone informed on the activity and points out the progress/problems with partners; expects list to triple. Finds out who we have and who we don't. Keith proposed looking at NGFOA for partnerships. Tammy believes partners and sponsors should be speakers.

1. Jane wants permission to start promoting FY20. Keith mentioned that information has to be in writing for accounting purposes.
 2. Lisa mentioned to Jane about IGCPA possibly coming on board with MDGFOA
- f. CPFO Classes
1. Jane said MDOT is out BWI Marriott will handle, free room for presenter cost will be \$50-60 more. Date will be March 14-15. Mid-April to early May for class, 20-25 people. Keith Novak mentioned he may have a room available if needed for mid-April. LGIT was also mentioned as available space
4. Break
5. New Business
- a. Spring Conference-Mike-see attached
 1. NGFOA reached out and will present Best Practices and Budget Policies, Internal Control and Audit-Cliffon will speak, PFM will speak on Investment Policy/Best Practices-Steve Krause and someone from JP Morgan will speak on LIBOR, Credit Payment Acceptance and costs associated, general banking services-TD Bank will speak and GovPayNet is interested, last session with legislative update by Michael Sanderson
 2. Basu booked for Fall
 3. Out of speaker gifts, will do MDGFOA portfolios
 4. Keith mentioned having different gifts for speakers that come continuously
 5. Alex did update for CPE forms asking for feedback (see attached)
 6. Discussion revolving ethics from Robbie and Keith...want to ensure all components for MD are covered
 7. Will do signature stamp for CPE
 - b. Expiring Terms-Dawn Parks(absent)
 1. Lenny passed out a spreadsheet listing terms
 2. Nominating committee will work on realigning areas
 3. Move Rafiu to at large and Caroline Sturgis to County brought up by Rob by previous notes
 - c. Affinity Group Conference Promos-Jason brought up someone from each affinity group speak at each conference-Steve will speak for debt affinity group at the Spring conference
 - d. Retiree Considerations-Marty Jacobs-Will come to board meeting and speak about retirement
 - e. Retiree Outreach-Steve mentioned there are not many retirees in speaking with two retirees the idea came up of having a retiree group
 - f. Future Special Newsletters-Tammy mentioned advertise affinity group, Lenny spoke about adding a highlight about upcoming conferences. Mark spoke about email format for updates and various general topics to highlight on a quarterly basis
6. Committee & Affinity Group Reports:
- a. Membership - Christine Osborne reported we have 585 members. Membership is expected come up. Membership report by county report is now listed. Lisa suggested we list out municipality. State government and Federal government should be broken out as suggested by Robbie. Keith mentioned it can be used as marketing tool for outreach. Keith mentioned revising form to breakout, County, State, Federal, BOE, Library,

Municipalities, which will show where members are coming from and assist with topic selection in addition to outreach. Robbie gave breakdown of State, County, Municipality, other.

- b. Sponsorship – Tammy Kennedy-Nichols-covered above
 - c. Communications – Holly Sun & Mark Edwards(New Initiatives)-Mark spoke of GASB update. Keith will pull together and send to Mark.
 - d. GFOA Representative – Kim Williams -Four items submitted to blog Conference in May in Los Angeles, promotional items for summer conference, application to fill out for speakers, Three CPFOS added in Maryland, Kim mentioned scholarships given registration for NGFOA conference
 - e. Education – Joe Mason -Nothing to report
 - f. By-laws – Joe Beach-Nothing to report
 - g. Long Range Planning – Robbie Sandlass- Conference facility is good through fall 19. Robbie will explore more options but will probably stay with BWI. Clarion is fine for next two years for the Summer conference.
 - h. Nominating Committee – Lenny Moore/Dawn Parks-
 - i. Lloyd Jones Scholarship – Lenny Moore-spend down existing money and out in Young Professionals group. Robbie mentioned we send out applications to be completed by April 1. Put in newsletter and announce recipient at spring conference...
 - j. Investment & Treasury Management Affinity Group –Tim Hayden- Tentative date for seminar will be Friday, October 4. There will be 2 hours investment and treasury management 10-3. Location not confirmed yet
 - k. Tax Affinity Group – Eric Jackson mentioned that the Tax Affinity Group had a November and January meeting. Michael Higgs attended the November. Michael discussed SDAT flirting with the idea of them not doing personal property assessments in the future and asked for feedback. Answered various questions from fellow attendees at the meeting. January meeting was a visit from Barbara Hansman and she gave an update of the jurisdictions now using e-recording and those still on pace to have e-recording implemented. Open questions for feedback as to how they were doing and what could make it better. Next meeting is February 21 and Spencer Bridges will present on personal property tax collection through collecting by tax return filings. Kevin Kinnally will give an update on the legislative session.
 - l. GASB Affinity Group - Keith Novak-
 - m. Debt Affinity Group – Steve Kraus-November 29 there was a meeting presentation on issuing debt. There were two presentations. Debt restructuring of Baltimore hotel given by Steve. Another meeting is scheduled in the spring TBD. Jane suggested we give a brief review of the affinity meetings
7. Other Business:
- a. Discussion about intermediate accounting and how often we should have.
8. Adjourn: Christina moved and seconded by Lisa. Approved without objection.