

**Maryland GFOA Board of Directors' Quarterly Meeting**  
**Ceresville Mansion, Frederick, Maryland**  
**April 5, 2019**

Members Present

Christine Osbourne	Lenny Moore	Kim Williams
Robert Sandlass	Eric Jackson	Jason Zimmerman
John Kroll	Ken Henschen	Robert Burk
Joe Beach	Lisa Moody	Dawn Parks
Diane Fox	Joe Mason	Ed Leiter
Raifui Ighile		
Michael Heaney		

Not Present

Holly Sun  
Tim Hayden  
Mark Edwards  
Keith Novak  
Steve Kraus  
Tammy Kennedy Nichols

Program Committee Co-Chairs: Michael Walther, Alex Strate, past president Marty Jacobs

Staff: Jane Ramsey

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

Agenda motioned by John, seconded by Christina

- a. Approval of minutes: February 8, 2019 Board of Directors' meeting
  - b. Revision of minutes to reflect Steve Krause as nominating committee
  - c. Motioned by John, seconded by Christina-unanimous approval with no objections
2. Treasurer's Report – Joe Beach
- a. See attached reports
  - b. Revenues and expenses are tracking to budget
  - c. Conferences expenses are on budget
  - d. Seminar and training are on budget
  - e. Minor adjustments
  - f. On track to hit projection for year
  - g. Some of spring revenue are reflected
  - h. Anticipating \$20,000 positive in revenue growth compared to budget -\$2,000 in expenditures
  - i. Motioned by Mike and seconded by Joe-unanimous approval with no objections
3. Old Business
- a. MDGFOA About Section-
    1. Jason mentioned adding a program committee as a part of this section
    2. Jane would like a listing of members
  - b. CPFO Classes-Jane & Joe
    1. See attached with listing of classes

2. MDOT and Clifton Larsen will be used for training rooms
  4. All classes are listed and are going well
  5. There will be a July course offered-10 people will need to attend to cover cost
  6. Jane is asking for a reduction in fee and has reached out to sponsors to see if they can assist in sponsoring to reduce the costs.
  7. Jason will add to his intro speech at the conferences to assist in getting attendance. Hoping that those that have taken the course will have people attend by word of mouth. Hopeful to get those in DC and possible Delaware to attend and take the class. Issue with Delaware is taking classes online due to not having high speed internet in rural areas. Robbie mentioned having at a Community College. Issue is having a proctor at site for tests. Kim brought up sponsoring test sites. Joe brought up speaking with Prometric for the taking of exams. Kim mentioned Joe contact Bruce Chase for this service. The cost to take online is cheaper than going to actual test site.
  8. Space has been offered by Clifton Larsen, \$3000 recognized as "in kind"
  9. Robbie makes motion, seconded Lisa-unanimous approval with no objections
- c. Young Professionals at Guinness-April 12, 4-7
1. Jason encouraged all that can attend to make it if possible, for networking possibilities and learning more about our organization
  2. Davenport will be sponsoring event
  3. Sign will be at event designating section and recognizing Davenport
- d. Winter Conference Feedback-Jason
1. Open Forum discussion that may not have been listed on survey monkey
  2. Alex brought up questions revolving CPE certification, Jane mentioned they can go online. Certificates will now have President's signature on them.
  3. Robbie asked why the spring board meeting is before the spring conference and possibly changing the date; concerns generally revolve around when budgets are being finalized for jurisdictions; Rob brought up the timeframe with nominations and notifications being sent out.
- e. Spring Conference-Mike
1. Topics are unchanged
  2. Robbie secured someone from GLS
  3. Rob brought up there is no conflict with AICPA this year because the date has been moved
- f. Break
- g. New Business
- a. Summer Conference-Mike-see attached
  1. Robbie has reached out to someone for Sports Gambling
  2. Two (2) hour session for Friday morning
  3. If Peter Morici will not commit other names has been mentioned
  4. \$3,000 plus travel for three speakers; Mike brought up if board approval is needed and Jason mentioned it does need board approval after consulting with Lenny

5. Conversation revolving social events were discussed. Bank of America will have an event at the Golden Sands Thursday evening; transportation will not be needed to event
6. Robbie questioned about gifts and menu. Jane will get menus and send to Jason and Robbie; possibly change selection for Thursday. There will be two (2) full breakfast buffets; Lunch will be sponsored by Clifton Larson for participants only. Families will have a side lunch. Shuttle will be used for Fagers. Set up for exhibitors will be the same as last year. All booths are sold out!!; Comment was made that Blue Cross may have been priced out and you also have to apply online; Golf tournament has phased out and the OC Rocket is still a go. Fishing has phased out also; Conference sessions replaced fishing and golf tournament. Jane will consult with Jason about speaker gifts. Recommend not having glassware. Insulated mugs or bottles as a replacement.
  - b. Board Nominations-Dawn/Lenny-see attached
    1. Region reorganization
    2. Move Tim Hayden to replace Eric Jackson in Southern region
    3. Dejuan Felder will fill vacancy to fill out term
    4. Automatic movement of officers
    5. Rob Burk was nominated for Secretary and has accepted the nomination
    6. Ken is retiring. He will be our State board person but not on ballot. Dawn will speak with Jason after July 1 to find a replacement
    7. Ballot goes out first week of May,
    8. In 2014 there was a reorganization done with regions, Dawn recommended we leave as is since the reorganization was done for Baltimore City and we have had representation from that area.
      - c. Affinity Group Conference Promos-Jason-see above with Guinness event
      - d. Retiree Considerations-Marty Jacobs-
        1. Marty brought up ideas for retirees including social security, personal finance- (document attached), long term care, health care, webinar done by business officials on "How do you react when there is no check", suggested a committee member or someone on board for retirees; emeritus designation was done by school board. A variety of issues brought up that could possibly be done. Retirement conference was done by State of Maryland and the comment that come up is they wish they had provided information on was long term care, 401K. This was more a question and answer with Marty and Jason that was informative to all and could be beneficial at conferences.
        2. Robbie brought up the idea of having a breakout session on Wednesday for these topics during the summer conference. Paid lunch by those who attend. Have a financial planner. Jason asked Jane if she could get one of the sponsors to speak. Alex will see if he can get someone but would like to have a sponsor first. This will be an opportunity for a vendor to promote what can be offered. Market out for 30 days.

3. Marty said the focus should be on good presentation, something for retirees, financial planning and CPE credit. No additional cost because we already have a room. Jane will send out to existing partners first.
  4. Purpose is to educate everyone.
  - h. Topic would be retirement planning for individuals who are government workers. Focus would be on middle class workers
  - i. Jane will create a submission form and give to Jason and Robbie for review.
    - a. Future Special Newsletters-nothing to submit
6. Committee & Affinity Group Reports:
- a. Membership - Christine Osborne reported we have 628 members- see attached Breakdown is given
  - b. Sponsorship – Tammy Kennedy-Nichols-absent
    1. Jane mentioned goal is to get 90%; if not a partner prior offer 50% off booth as an incentive to have them as a partners. Partnership is up. Rob brought up an area to focus on is getting financial officers at the BOE to be participants. Robbie suggested an Affinity Group for BOE financial officers.
    2. Jane spoke on sponsorship-Sponsorship is low but will increase with summer conference. Five (5) exhibitors for spring which we never had. We will do better than last year. Will try to get those that come twice a year to commit to four. Plan is to get logo on website. Vendors have been calling so Jane is trying to come up with ideas as an alternative to keep the vendors to come and not turn them away. Workday and ICMA are being communicated with for sponsorship.
  - c. Communications – Holly Sun (absent) & Mark Edwards (absent)
  - d. GFOA Representative – Kim Williams -see attached-has been pretty quiet mostly. Record attendance for NGFOA
  - e. Education – Joe Mason -follow up on Community College and Prometrics- Joe thanked us for having him on board
  - f. By-laws – Joe Beach-look at outline of duties especially for Treasurer to make sure it is accurate and up to date
  - g. Long Range Planning – Robbie Sandlass-nothing
  - h. Nominating Committee – Lenny Moore/Dawn Parks-
  - i. Lloyd Jones Scholarship – Lenny Moore- person from Montgomery County won; will be forwarded to Jason
  - j. Investment & Treasury Management Affinity Group –Tim Hayden(Absent)/Rob Burke
    1. Friday 10/18- 10-2:30 at MDOT Headquarters Diane, Tammy, Rob and Tim; still working on details for conference
  - k. Tax Affinity Group – Eric Jackson mentioned that the Tax Affinity Group had a March meeting. A representative (Kevin Grothouse) from Capital One came to Remittance Processing Service which is the conversion of bill pay checks to ACH payments. There was an open discussion forum on the upcoming tax sale for jurisdictions and HB 396. Kevin Kinnally gave an update on the legislative session. February meeting was canceled due to weather. Next meeting is April 18 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. There is the possibility of a May meeting to discuss recordation tax

- l. GASB Affinity Group - Keith Novak-absent
  - m. Debt Affinity Group – Steve Kraus-absent
7. Other Business: None
  8. Adjourn: Raifilu moved and seconded by Dawn . Approved without objection.