



**Minutes: Quarterly Board of Director's Meeting**  
**August 2, 2019**  
**Severn Inn**  
**8:30am -1:30pm**

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Members Present: Robert Sandlass, Joe Beach, Eric Jackson, Robert Burk, Jason Zimmerman, Christina Osbourne, Kim Williams, Tim Hayden, John Kroll, Ken Henschen, Dawn Parks, Diane Fox, Jennifer Diercksen, Rafiu Ighile, Lisa Moody, Tammy Kennedy-Nichols

Members Not Present: Caroline Sturgis, Courtenay Desabaye, Ed Leiter, Keith Novak, Jennell Rogers

Committee Chairs: Michael Walther, Alex Strate, Mark Edwards

Guests: William Early (CLA)

Staff: Jane Ramsey

President Robbie Sandlass called the meeting to order at 9:00 AM. Robbie recognized the contributions of long-time MDGFOA member and supporter Ed Bianchi who passed away last month.

#### Agenda

1. Approval of minutes: April 5, 2019 Board of Director's meeting  
Revisions / Corrections: Name spelling corrections  
Approved by unanimous consent
2. Treasurer's Report – Eric Jackson  
Year-end financial reports distributed. Some numbers will be adjusted due to remaining items from spring & summer conference. Sponsorships were up this year; Expecting approx. \$50k net increase  
Motion: Rafiu I. Second: Christina O. Approved
3. Old Business
  - a) Summer Conference – conference went well, survey results distributed: MACPA / BLI speakers have been highly rated, continue to have comments regarding hotel quality, recommend coffee available before & during morning sessions. Jane is requesting future contracts from Clarion. Discussion of other hotel / conference options for future conferences. Dawn will explore new Marriott hotel in OC and report back. Discussion of changing start time to 8:30 on both days.
  - b) Annual Conference – Registration & Accommodations Waiver  
For Board Members where Employers don't cover costs of training & travel for employee, MDGFOA would cover registration and hotel with Executive Board approval.  
No changes recommended, current practice will continue.

#### 4. New Business

- a) Mentoring Program/Young Professionals Affinity Group – Discussion to broaden beyond networking events, possible mentoring program (new to government finance or new leadership roles). Develop website form for those interested to apply and then match with interested members. GFOA has mentor program for conference attendees. Will begin by asking members interested in mentoring to provide small professional bio. Robbie S., Mark E. & Michael W. will lead the initiative.
- b) FY20 Budget – Small growth in revenues, Conference expense increased for attendance growth, Net income projected = \$20k Motion: John K. Second: Eric J. Approved
- c) Fall conference (October 25<sup>th</sup>) – Planning is underway, Draft agenda attached: Anirban Basu, Cybersecurity, Muni Market update, Maryland Revenues, Infrastructure, Uniform Guidance Motion: Joe B. Second: Rafiu I. Approved
- d) University of Baltimore – Public Management Certification – Possible sponsor / exhibitor at upcoming conference, follow-up needed

#### 5. Committee & Affinity Group Reports

- a) Membership – Christina Osborne – Membership report attached, broken down by jurisdiction
- b) Sponsorship – Tammy Kennedy-Nichols – 2019 was consistent with prior year, continuing to identify new partner & sponsor opportunities. Discussions regarding partner & sponsor classification and benefits.
- c) Communications – Mark Edwards – Holly Sun is no longer on committee, looking for interested members
- d) GFOA Rep – Kim Williams – Handout will be distributed; Annual Conference set record attendance; New GFOA Code of Ethics adopted (Board will consider following adoption at next Board Meeting); 2<sup>nd</sup> Student Chapter formed
- e) Education – Jennifer Dierksen – CPFO prep trainings continuing, possible vendor sponsorship opportunity. Discussion of ways to increase attendance. Will do a survey to determine interest. Online classes continue to have steady participation. Intermediate Government Accounting class will be scheduled for November.
- f) By-laws – Joe Beach – No updates to By-laws. Update to policy for “Registration & Accommodations Waiver” approved during Special Meeting. Changes to Board duties and responsibilities will be distributed.
- g) Long Range Planning – Joe Beach – Considering alternative conference site (see summer conference notes above)
- h) Nominating Committee – Jason Zimmerman – Jason and Dawn will continue to serve on committee. Seeking Secretary position for next year. One Board at-large vacancy to fill (Rob Burk moved to Executive Committee / Secretary).
- i) Lloyd Jones Scholarship – Jason Zimmerman - Will begin to promote at fall conference.
- j) Investment & Treasury Management Affinity Group –Tim Hayden & Rob Burk – Conference scheduled 10/18 at MDOT HQ 10am, Agenda will go out in September.
- k) Tax Affinity Group – Eric Jackson & Daniel Lewis – Last met April 18<sup>th</sup> (debt set-off program); Recordation meeting was postponed (October). Will begin in fall with tax sale updates.
- l) GASB Affinity Group - Keith Novak (Bill Early) – Discussed GASB 87 Leases as a possible topic.
- m) Debt Affinity Group – Steve Kraus – No update

#### 6. Other Business

Board membership classifications: Motion to switch Rafiu I. to At-large (due to employer change) and Courtenay D. to Public Education. Motion: Dawn P. Second: Joe B. Approved

7. Meeting Adjourned at 11:30am; Next meeting scheduled for November 1<sup>st</sup>.