

**February 7, 2020**

**Baltimore Country Club**

**8:30am -1:30pm**

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Members Present: Robert Sandlass, Joe Beach, Eric Jackson, Robert Burk, Jason Zimmerman, Kim Williams, John Kroll, Jennifer Diercksen, Rafiu Ighile, Caroline Sturgis, Courtenay Desabaye, Ed Leiter, Keith Novak, Jennell Rogers, Ken Henschen, Lisa Moody, Tammy Kennedy-Nichols, Steve McGibbon

Members Not Present: Diane Fox, Dawn Parks, Christina Osborne, Tim Hayden

Committee & Affinity Chairs: Michael Walther, Alex Strate, Marty Jacobs

Staff: Jane Ramsey (Unable to Attend)

President Robbie Sandlass called the meeting to order at 9:15 am.

**Agenda:**

1. Approval of minutes: November 1, 2019 Board of Director’s meeting  
Amendments / Corrections: Jason Zimmerman added to “Members not Present”;  
Treasurer’s report (item 2) was approved in same motion as item 3 (Financial Services Contract);  
Board ratified action taken in Old Business item (e) (CPFO Courses) - Mike W was erroneously recorded as seconding the motion. Motion: John K. Second: Keith N. Approved: Unanimous  
Motion to Approve: Eric Jackson Second: Kieth Novak Approved: Unanimous (w/ Joe B. Abstain)
2. Treasurer’s Report – Eric Jackson – Report provided, dues projected down from budget, revenues on budget, FY19 spring conference expenses were not paid until new fiscal year, no winter conference expenses paid yet, projecting year-end break-even.  
Motion: Rafiu I. Second: Lisa M. Approved: Unanimous
3. Financial Services Contract – Some discrepancies identified with prior financial reporting; financial vendor (C.E.A. Scholtes & Assoc, CPA’s) has been engaged and has started to maintain financial records; Jane is working with the new firm; accounts have been cleaned up; established process for invoice payment. Estimate of services is approximately \$10-12,000 annually. No action necessary.
4. Old Business
  - a) Winter Conference – Well attended; Survey was conducted, posted on Board portal, positive comments received; increasing number of participants requesting elimination of networking event. Discussion of potential changes / scheduling of networking / luncheon. Discussions to encourage networking and vendor interactions. New laptop placed in service and worked well.
  - b) Financial Services Contract – see Agenda item #3 above

- c) Mentoring Program – Receiving names with interest (listing distributed); have 2x or 3x more mentees than mentors; Continuing to encourage anyone interested to submit names (application is on-line on website).

#### 5. New Business

- a) Spring Conference – Draft provided; Economic update, Personal financial planning, Budget session - Preparing for recession & weathering downturn, ERP software w/ GFOA advisory service, Financing for climate change & natural disasters, MD General Assembly update. President Robbie S. will not be able to attend. Spring conference will fall on the same day as MACPA Government & NFP Conference.
- b) Summer Conference – Jane is pursuing contract extension with Clarion, no details available. Question raised whether block of rooms at Clarion has been reserved yet, Robbie will follow-up. Ethics speaker (bi-annually) will be this year. Discussed options for Wednesday seminar (technology?); Marty proposed a retirement seminar or sponsored luncheon. Women in Public Finance function to be scheduled on Thursday afternoon with shuttle transportation.

#### 6. Committee & Affinity Group Reports

- a) Membership – Christina Osborne – report available, membership up year-to-date
- b) Sponsorship – Tammy Kennedy-Nichols – FY20 is increasing, partnerships, improved process to review status of sponsorship, reminder to Board to review vendors for leads
- c) Communications – Mark Edwards (not attending) – no report
- d) GFOA Rep – Kim Williams – report provided, updated GFOA website and listed events, 2 blog posts, GFOA Code of Ethics w/ logo now on website, GFOA annual conference May 17-20
- e) Education – Jennifer Diercksen – Working on Intermediate Govt Accounting seminar (May), Per GFOA: CPFO course content is changing (due in May/June); Member survey had 81 responses w/ 44% interested in CPFO review courses (esp. GAAFR), interest in on-line courses; contacted VA and DC GFOA to gauge interest in shared courses
- f) By-laws – Joe Beach – See November 2019 minutes issue regarding Delaware membership on the MDGFOA Board, table for next meeting
- g) Long Range Planning – Joe Beach – 3 contracts for BWI Marriott for future conference dates, reviewing options for Board meetings next year
- h) Nominating Committee – Jason Zimmerman – Reviewing list of non-executive committee board members with terms expiring. Requesting interested members to join executive committee
- i) Lloyd Jones Scholarship – Jason Zimmerman – No mention of scholarship was made at winter conference, will follow-up with email to membership
- j) Young Professionals Affinity Group – Jason Zimmerman – possible partner with new MDA young professional group; possible partner with WPF group
- k) Investment & Treasury Management Affinity Group – Tim Hayden & Rob Burk – Have several financial institutions interested as future sponsors, will identify dates for next event in late spring or fall
- l) Tax Affinity Group – Eric Jackson & Daniel Lewis – meeting Jan 16<sup>th</sup>, Paymentus credit card, tracking legislation, SDAT tax sale ombudsman position, next meeting Feb 20<sup>th</sup>.
- m) GASB Affinity Group – Keith Novak – Focus on Leases for next meeting; had to cancel Feb meeting due to conflict with space, next meeting March 5<sup>th</sup> (9am-noon). CLA, CohnReznick and SB&Co will share the leadership. Planning for short overviews with interactive discussion.
- n) Debt Affinity Group – Steve Kraus – Jennell Rogers will assume committee chair as Steve is no longer on the Board – no activity reported

- o) Retiree Group – Marty Jacobs – Personal finance planning topic during spring conference,  
Possible luncheon sponsored seminar at summer conference

7. Other Business – None presented

8. Meeting Adjourned at 11:45 am.

Next Meeting: Scheduled for Friday April 3, 2020 at Chesapeake Bay Beach Club, Stevensville, MD

Note: Date change for following meeting Thursday August 6, 2020 at Severn Inn, Annapolis, MD