

**FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

August 23, 2024

The meeting of the FGFOA Board of Directors took place virtually on Monday, July 22, 2024.

IN ATTENDANCE:

OFFICERS AND BOARD MEMBERS

President – Rip Colvin, Executive Director, Justice Administrative Commission
President-Elect – Nicole Gasparri, Director of Strategic Management and Professional Development, Palm Beach County Clerk of the Circuit Court & Comptroller
Secretary-Treasurer – Kelly Strickland, Director of Financial Administration, City of Sarasota
Director, Melissa Burns, Fiscal Director, State Attorney's Office 4th Judicial District
Director, Nicole Jovanovski, Director of Finance, Sarasota County
Director, Melissa Licourt, Director, St. Johns River Water Management District
Director, Anna Otiniano, Financial Services Director, City of Plantation
Director, Rebecca Schnirman, Director of Financial & Support Services, Palm Beach County
Director, Allison Teslia, Management & Budget Director, Lake County
Immediate Past President, Frank DiPaolo, Chief Financial Officer, City of Dania Beach

COMMITTEE CHAIRS

Mary-Lou Pickles, Certification
Sarah Simpson, Conference Program
Andrew Thompson, Educational Programs Committee
Yeimy Guzman, Event Host
Kadem Ramirez, Professional Development
Elizabeth Walter, 2024 SOGF
Jean-Michel Neault, Technical and Legislative Resources

LOCAL CHAPTER PRESIDENT

Kathleen Campbell, South Florida Chapter

STAFF

Paul Shamoun, Florida League of Cities
Jill Walker, Florida League of Cities

CALL TO ORDER

There being a quorum, President Colvin called the August 23, 2024, meeting of the FGFOA Board of Directors to order at 1:01 pm.

PRESIDENT REPORT

Minutes

President Colvin presented the minutes from the May 22, 2024, June 25, 2024, and July 22, 2024, Board meeting minutes for review.

Ms. Licourt moved, seconded by Ms. Burns, to accept the May 22, 2024, June 25, 2024, and July 22, 2024, Board meeting minutes as submitted. Motion passed unanimously.

Nominating Committee Review of Policies and Procedures

President Colvin presented the Nominating Committee Review recommendations. After discussion it is noted that the board portion that was redlined needs to be added back in and the referendum process needs to be removed on page 15.

Mrs. Schnirman moved, seconded by Mrs. Jovanovski, to adopt the changes to the FGFOA Policies and Procedures with amendments. Motion passed unanimously.

PRESIDENT-ELECT REPORT

2025 SOGF Committee Chair Assignment

President-Elect Gasparri submitted her recommendation for the 2025 SOGF Committee Chair to be Mrs. Elizabeth Walter from the South Florida Regional Transportation Authority. She is currently serving as the 2024 SOGF Committee Chair as well.

President-Elect Gasparri moved, seconded by Ms. Teslia, to accept Ms. Elizabeth Walter as the chair for the 2025 SOGF Committee. Motion passed unanimously without objection.

EXECUTIVE DIRECTOR REPORT

Audit Fees

Mr. Shamoun presented the fees for Shorstein and Shorstein to do our audit this year and noted that they are going from \$12,300 to \$14,250. Their engagement letter was attached for review.

Ms. Burns moved, seconded by Ms. Licourt to approve the increase in the annual audit fees as presented. Motion passed unanimously.

Membership Report

Mr. Shamoun presented the current membership report for review including the number of current CGFO's and candidates listed as previously requested by the Board.

Investment Report

Mr. Shamoun presented the investment report for review by the Board.

COMMITTEE CHAIR REPORT

CGFO Certification Committee

Mrs. Pickles presented the CGFO Certification Committee Report noting that clarification for what the prize will be for the winner of the first person who gets CGFO completely online will be. Suggestions are a registration for SOGF or Annual Conference. She noted the "Municipal Budgeting" title for CGFO testing will be changed to include special districts and counties along with strategic planning and will now be "Planning and Budgeting". Lastly noting clarity for the registration fee for in-person review sessions of \$75 to include breakfasts and snacks.

President-Elect Gasparri moved, seconded by Ms. Burns to approve increasing the in-person review sessions fee to \$75 and to change the title of the CGFO testing from "Municipal Budgeting" to "Planning and Budgeting". Motion passed unanimously.

Updated Policies and Procedures

Mrs. Pickles requested a lifetime CGFO status for herself and Mark Fostier due to their considerable contributions to the program. There was concern noted that it may confuse a regular FGFOA Lifetime Award winner status with this type of honor. This concept will be tabled until it is clarified as to whether it is an award or a CGFO status.

Next, she presented the concept of removing the separate subcommittees for exam questions and exam and review sessions since the elimination of in-person testing. The tasks assigned to these committees have been combined into one subcommittee. As the tasks and responsibilities for this committee

change, it may be advantageous to have a co-chair instead of separate sub-committee chairs to provide oversight for the annual tasks. The proposed change enables flexibility depending on the needs for a particular year. The committee recommends adding a requirement for random audit to be at least 10% of renewals; adding a review of the average timeframe from application to earning CGFO designation to ensure current three-years to complete is appropriate; adding annual review of fees to ensure fees are kept current.

President-Elect Gasparri moved, seconded by Mrs. Strickland to approve the updated committee tasks and responsibilities as submitted and to add a requirement for random audit to be at least 10% or renewals. Motion passed unanimously.

Updated Committee Manual

Mrs. Pickles presented a redlined and clean version of the updated committee manual.

President-Elect Gasparri moved, seconded by Ms. Licourt adopt items 1-5 as presented in the committee manual updates. Motion was approved unanimously.

GFOA Reciprocity

Mrs. Pickles presented a GFOA reciprocity option to aid people in gaining the CGFO. Staff will need to track all of the finalized requirements such as one year residency. The committee recommends that the applicant can get credit for their GFOA out-of-state certification, which contains 5 tests, but will need to take a 6th test that will be Florida specific. GFOA wants to be sure our tests are similar to theirs via a review and the committee is still in negotiations to see if we can move forward. The committee will maintain the guidelines that two letters of reference and one year working in a Florida entity is required before they can receive GFOA reciprocity. Each applicant will be required to take the FGFOA ethics exam to reach all of the minimum requirements. The normal route is still available to test for all CGFO tests if they want to not use the reciprocity option.

Ms. Licourt moved, second by Ms. Burns to accept the above noted changes. Motion passed without objection.

Request to Revoke CGFOs

Mrs. Pickles presented documentation showing people currently listed as CGFO that should have their CGFO revoked for different reasons, but all are out of compliance with the policies and procedures.

Mrs. Strickland moved, seconded by Ms. Teslia, to revoke CGFO certification for those listed as “suspended” in both attachments. Motion passed unanimously.

Conference Program Committee

Ms. Simpson gave a verbal status update for the Conference Program committee including a draft of the 2025 Annual Conference Program, noting the Ethics exam will not be administered in person.

Next, Ms. Simpson presented the updated Conference Program Committee Policies and Procedures for review and approval.

President-Elect Gasparri moved, seconded by Ms. Burns to approve the Conference Program Committee Policies and Procedures as presented. Motion passed unanimously.

Event Host Committee

Mrs. Guzman presented promotional materials for the SOGF highlighting the nightly themes for the Hospitality Suite events. The Committee is requesting a budget amendment to the SOGF Budget in the amount of \$1,115.00 to cover the additional cost for raffles, food and other activities.

Ms. Teslia moved, seconded by Ms. Schnirman, to approve the request additional funding for food and the DJ in the amount of \$1,115 for the hospitality suite events at the 2024 School of Governmental Finance. Motion passed unanimously.

Technical and Legislative Committee

Mr. Neault presented the Technical and Legislative Committee report presenting the updates to the Basic Government Resource Manual as reviewed by the committee. Secondly, they presented the 2024 Legislative Summary, including the addition of the failed bills section.

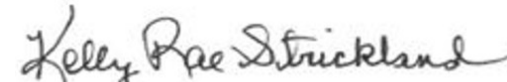
Ms. Burns moved, seconded by Ms. Licourt to approve the updated Basic Government Resource Manual as submitted. Motion passed unanimously.

In addition, Mrs. Schnirman moved, seconded by Ms. Teslia, to approve the 2024 Legislative session summary including the failed bills. Motion passed unanimously.

NEXT MEETING

The date for the next Board meeting will be on Wednesday, October 23, 2024, in conjunction with the School of Governmental Finance at the Renaissance World Golf Village in St. Augustine.

ATTEST:



Kelly Strickland, Secretary/Treasurer