



Board Members			Committee Chairs		
President	<b>Cindy West</b>	Present	Annual Conference	<b>Ryan Luckett</b>	Present
1 <sup>st</sup> Vice President	<b>Linda Cook</b>	Present	Career Development	<b>Tamara Ellison</b>	Absent
2 <sup>nd</sup> Vice President	<b>Ashlan Troutman-Webb</b>	Present	Communications	<b>Melanie Chandler</b>	Present
Treasurer	<b>Donna McGinnis</b>	Present	Government Relations/Strategic Planning	<b>Carlos Encinas</b>	Absent
Secretary	<b>Tashana Rivers</b>	Present	Membership	<b>Marlena Joseph</b>	Present
Director	<b>Amy Bennett</b>	Present	Scholarship/Awards	<b>Ivey Adams</b>	Absent
Director	<b>Ramona Bivins</b>	Absent	Technical Resources	<b>Kevin Hutcheson</b>	Absent
Director	<b>Jennifer Fricks</b>	Present			
Director	<b>Susan Van Nus</b>	Present			
Historian	<b>Angie Sorrow</b>	Absent			
Past President	<b>Sheryl Bowman</b>	Present			

**CALL TO ORDER**

President Cindy West called the meeting to order at 9:33 a.m.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the October 10, 2023, Business Meeting was made by Linda Cook and seconded by Jennifer Fricks. October 6, 2023, Pre-Conference Board Meeting was made by Ashlan Webb and seconded by Donna McGinnis. **All motions passed unanimously.**

**TREASURER’S REPORT**

Donna McGinnis emailed the Treasurer’s Report. She stated we are in transition of the Treasurer role. We currently have a total of \$466,624.18 in the spread across Vanguard investments & scholarships and operating account of \$171,239.66, confirmed through QuickBooks. She noted there was a shift in the roles with Lisa Williams leaving and Tashana Rivers stepping in. The past Treasurer Ashlan Troutman Webb completed the October 2023 month-end and fiscal year close process. She also recently wrapped up the external audit process with Mauldin & Jenkins for the previous year 2022.

Transitional activities associated with the Treasurer’s role began last Tuesday, November 7, 2023, and there are outstanding tasks associated with credit cards, the signature card at Truist Bank, etc. These activities will be wrapped up as quickly as possible. Our business contacts at UGA-Carl Vinson Institute were notified last week of the new Treasurer’s contact information and emails are being received. Transitional Activities are running smoothly. The final 2023 conference success settlement is expected to



be received sometime between December-2023 and January-2024 from the UGA-Carl Vinson Institute. She was pleased on how things went at the conference.

Linda Cook mention there is a lot of funds in the operating account and asked if we can investigate long-term investments such as CDs to gain more interest. Donna McGinnis agreed to research the long-term investments and distribute the findings to the group. Linda Cook referenced Multi Bank Securities to have good interest rates. Cindy West stated we need to check on our bylaws to see if there are any investment limitations.

A motion to accept the Treasurer's Report was made by Susan Van Nus and seconded by Ashlan Troutman-Webb. **The motion passed unanimously.**

#### **NEW BUSINESS:**

- **Adopt FY2024 Budget-** Cindy West started by acknowledging to adopt the prior fiscal year 2023 budget for November 1, 2023, per the bylaws. She believes it has been completed month by month in the past. She wants to formally adopt the FY2023 budget as the FY2024 budget. We can come back in February, 2024 after the committees have a chance to review their budgets for possible changes; then again in August and September 2024 to amend the budget as more information is received regarding the conference and assess if addition funds are needed for the conference. She asked if there is any discussion regarding this matter. Linda Cook thinks everything is fine. This is a normal process during this time of the year to roll over last year's budget. Cindy West did not think it was formally done this way. However, this gives Donna McGinnis an actual budget to put in QuickBooks.

A motion to accept the Treasurer's Report was made by Linda Cook and seconded by Tashana Rivers. **The motion passed unanimously.**

- **Debrief of Conference-** Ryan Lockett stated that he and Cindy West met with UGA-Carl Vinson Institute a couple weeks ago. They provided the conference evaluations. The results were as follows:
  - Meeting Expectations-** 29% exceeded, 62% met and 9% failed to meet their expectations.
  - Cleanliness, Meeting Room Comfort and Food-** 80% to 90% good
  - Prior Attendance -** 50% 1 to 3 years, 20% 4 to 6 years and 3% more than 7 yearsOverall, attendees enjoyed the conference, morning & afternoon break-out sessions. Biggest area for improvement were overall drink tickets, sound issues, Sunday and Tuesday night events need improvement. The Legislative update session needs to be longer. Ways to improve the length of time is to shorten the breakout sessions. Looking to possibly increase marketing by working on the first-time attendee programs. We can possibly incorporate a round table discussions for more networking opportunities. Another idea is to offer more popular sessions during multiple times including a Sunday afternoon session. We discussed the idea of paying for speakers traveling cost for widen participation for more engaging speakers. Also, we could



provide a space in the exhibit hall for people to charge devices and network with colleagues. When thinking through the conference app, Does GGFOA want to take it on? This will allow GGFOA to take advantage of it in terms of pushing out content and printing less for the packets.

- **PFLA Banquet Sponsorship Discussion-** John Hulsey called Cindy West to possibly consider doing a sponsorship for the drinks on the banquet night. The cost is between \$150 to \$200. This idea was mentioned last year regarding GGFOA partnering with UGA-Carl Vinson Institute for sponsorship. John Hulsey stated it will be a good idea for the GGFOA President to be present at the PFLA Banquet and UGA-Carl Vinson will cover the President overnight expenses. John Hulsey and Tracy paid for the alcohol at last year's banquet because UGA-Carl Vinson Institute cannot pay for alcohol expenses. Cindy West asked for the boards thoughts on approving to pay \$150 to \$200 towards drinks. Linda Cook thinks it is a good idea to support the training program. Sue Joe thinks it is a great idea as well. Donna McGinnis states we can afford to support paying for drinks. Cindy West will reach out to John Hulsey for a receipt and forward to Donna McGinnis.
- **Other-** Cindy West mentioned we used to have onsite training around the state. It seems we may have a sponsor to restart this program. This will be good for smaller cities who cannot afford to send members to the conferences. It will be a networking opportunity for memberships. The training was hosted in Statesboro many years ago. It pulled various cities in the area to participate. Cindy West will conduct some more reading then put out a vote later. She also mentioned we used to present the ACFR budget award to cities or counties. Cindy West asked if we would be interest in restarting this to get more recognition and volunteers involved. She will get more details from Tracy and report back to the board.

#### **COMMITTEE REPORTS:**

- **Annual Conference** – Ryan Lockett is working on completing the committee participate list. A lot of volunteers will be returning including new interested participants. He acknowledged Donna McGinnis and Ashlan Troutman Webb for all their support this year. Ryan will be moving forward and staying on track.
- **Career Development** – Tamara Ellison emailed Cindy West the Career Development Report. It states the November 2023 Wednesday News You Can Use (GASB 87 Lessons Learned & GASB 96) on 11-1-23 was a success. The December 2023 Wednesday News You Can Use is scheduled for 12-6-23 (Income is Back – Investment Strategies for the Long-Term) presented by Matt Boden & Rick Nelson. A registration email was emailed to 821 members on 11-6-23 and posted on the GGFOA website, to-date 424 emails have been opened. Tamara Ellison will send out another reminder email for registration today.
- **Communications** – Melanie Chandler reported she is gathering more information for the last programming newsletter which goes out in December. She asked if anyone knew someone interested in contributing to let her know. She had several new members interested. She is currently working on reforming the committee. Melanie mentioned Sheryl Bowman did a member spotlight when she was on the committee. Melanie Chandler asked Cindy West if she is interested in participating in the spotlight. Cindy West recommended a committee member to participate.



- **Government Relations/Strategic Planning** – Carlos Encinas Absent. Nothing to report.
- **Membership**- Marlena Joseph reported a total of 881 members which is comprised of 778 members, 80 associate members, 8 retirees, 8 students and 7 educators.
- **Scholarship/Awards**- Ivy Adams Absent. Nothing to report.
- **Technical Resources**- Kevin Hutcheson and Jennifer Chamblee sent a message to Cindy West stating being busy with auditors is the reason for being absent. Nothing to report.

**OFFICER AND DIRECTOR DISCUSSION:**

**President**- Cindy West asked the board if there any conflicting days to hold meetings. Ramona Bivins is unable to attend 9am meetings held on Mondays. Tashana Rivers is unable to meet on Thursdays. Cindy thanked everyone for taking out time to attend the meeting. She looks forward to working with everyone.

**1<sup>st</sup> Vice-President**- Linda Cook mentioned Ryan Lockett is doing an excellent job with introducing new ideas for the conference next year.

**2<sup>nd</sup> Vice-President**- Ashlan Troutman Webb is excited to perform in this new capacity.

**Treasurer**- Donna McGinnis. Nothing to report.

**Secretary**- Tashana Rivers. Nothing to report

**Historian**- Angie Sorrow Absent. Nothing to report.

**Past President**- Shery Bowman offered to help anyone who needs it, when available.

**Director**- Amy Bennett thought the conference was good this year. She acknowledged everyone's hard work.

**Director**- Susan Van Nus thanked everyone for their contributions and acknowledge Ryan Lockett for doing a great job with his presentation to the board. She is looking forward to a great year. She also looked at the website and was reminded of all the job sites postings. She suggests it would be good to include in the newsletter.

**Director**- Jennifer Fricks. Nothing to report.

**Director**- Ramona Bivins absent due to having a standing meeting every Monday. Nothing to report



**ADJOURNMENT**

Cindy West called for a motion to adjourn. Melanie Chandler made the motion to adjourn, and Susan Van Nus seconded it. **The motion passed** and the meeting was adjourned at 10:10 a.m.