



**BOARD MEMBERS PRESENT:**

**Leslie Wilder  
Dena Bosten  
Alisha Gamble  
Cindy West  
Angie Sorrow**

**Laurie Puckett  
Tina Wetherford  
Amy Bennett  
Sheryl Bowman**

**BOARD MEMBERS ABSENT:**

**Shay Danzy  
Jennifer Fricks**

**COMMITTEE CHAIRS PRESENT:**

**Linda Cook  
Ramona Carver  
Anna Payne**

**John Hulsey  
Carlos Encinas**

**COMMITTEE CHAIRS ABSENT:**

**Peter Floyd  
Judy Smith**

**Susan Van Nus  
Ashlan Troutman-Webb**

**CALL TO ORDER**

1<sup>st</sup> Vice president Laurie Puckett called the meeting to order at 9:32 a.m.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the July 24, 2020 call meeting was made by Angie Sorrow and seconded by Cindy West. **The motion passed unanimously.**

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- **Conference Updates-** Linda Cook stated registration for the Virtual Conference opened this morning and everything is on track. The brochure is still being edited. The moderator speaker training is scheduled for September 22, 2020 from 9:00 AM -10:00 AM and September 24, 2020



from 3:00 PM- 4:00 PM. Ashley Troutman-Webb will send out emails regarding training. Linda stated we will have a master coordinator the first week.

Laurie Puckett asked a question about getting presentations from the moderators.

John Hulsey responded to make sure moderators submit their knowledge check when submitting their presentation, which need to be loaded in advance. Once the presentations are completed send them to Ashlan Troutman-Webb and she will send them through the drop box to John Hulsey. John Hulsey stated he will update his PowerPoint slides for the speaker moderator training and incorporate some tips and things to anticipate for the virtual platform. John Hulsey mentioned that everyone on the board and committee chair will receive an email giving you a link that will invite you as a panelist to attend the annual luncheon board meeting. He stated to use that link to attend so that you will be able to present your committee reports.

- **Revisions to Bylaws, Policies, and Procedures-** Alisha Gamble presented the GGFOA constitution and Bylaw changes.

Changes to Bylaws:

- **ARTICLE IV: CLASSES OF MEMBERS.** Anna Payne stated she did not have a way to set up honorary members in the system and that we did not have any. The board decided to remove honorary members under the Article IV.
- **ARTICLE V: DUTIES: TREASURER.** Alisha Gamble suggested working with the independent audit firm of the Associations financial transactions section for the treasurer to be based on calendar year since it takes time to close out the Association's year and getting everything transitioned for the new treasurer. The board agreed to add "calendar year" since it will give the new treasurer more time to transition. The board also agreed to change the wording "for all records shall be turned over to the Treasurer and not the Secretary".
- **ARTICLE VI: BOARD AND COMMITTEES.** The board agreed to change the wording regarding the Executive board term to serve from "two" years to one year, except for the Treasurer, under the executive board section. Alisha Gamble asked where the long range GGFOA Strategic Plan was listed. John Hulsey responded we approved that plan in 2013 and it is located under the governing documents section at the bottom of the website. Laurie Puckett asked if updates to the Strategic Plan will have to be approved by the membership or the executive board. John Hulsey responded by the executive board only.

Changes to Policies and Procedures:

- The wording "one" meeting of the membership was changed instead of "two" under the number of meetings required section.



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- Under the Finalizing section, the word “Secretary” was changed to President when regards to emailing the board if they will or will not be attending the meeting. Alisha Gamble also agreed on updating the meetings dates ahead of time.
  - Under the Brochure Development section, the word “printing” was changed to digital layout.
  - Under the Site section, the word “speakers” were taking out since we do not secure rooms for the speakers.
  - Under the Topic Details section, the wording “Go To Webinar” was changed to using digital platform.
  - Under the GGFOA Position section, Carlos Encinas verified there were no representatives from the GMA and ACCG on the government relations committee.

During the policies and procedures discussion, John Hulsey shared his screen showing a Strategic Plan example.

Alisha Gamble asked if the internal control policies were a part of the Strategic Plan. Laurie Puckett responded the policies and procedures are considered the internal control policies.

Alisha Gamble stated she will finish working on the changes to the bylaws, policies and procedures and email everyone the changes. John Hulsey stated the bylaws required a 30-day official notification to the membership.

- **Budget-** Angie Sorrow was unable to share her screen due to her internet going down. She stated she did email everyone the budget report. Angie Sorrow went over the proposed budget incomes:

- Annual conference revenue is \$105,555
- Scholarship revenue is \$3,500
- Membership Fees is \$44,160
- The unrealized gain (loss) of \$9,959.85 on investments were added
- National Conference Sponsorships is \$1,500

The proposed total income would be \$164,674.85.

Angie Sorrow then went over the proposed budget expenses:

- Administration/Executive board is \$5,107.10. Angie stated she will have to add the QuickBooks license amount of \$453 under this section.
- Annual conference is \$31,008
- Career Development is \$9,000
- Membership is \$400
- Communications is \$620
- Scholarship is \$18,900
- Technical Resources is \$9,800



- Promotion and Awards is \$2,00
  - National Conference is \$5,700
- The proposed total expenses would be \$87,982.10.

Angie Sorrow stated we should have a proposed net income of \$76,692.75.

The board decided to wait to adopt and finalize the budget until we confirm with Susan Van Nus regarding the scholarships.

Dena Bosten asked if we were using a non-profit rate or corporate rate for the QuickBooks. Angie Sorrow responded that we are using a corporate rate.

Anna Payne and Linda Cook discussed allowing the student members to attend the virtual conference free this year. Linda stated it would be a good idea since we can afford it this year.

Angie Sorrow made a motion to allow the student members to attend the virtual conference free of charge and was seconded by Dena Bosten. **The motion was passed unanimously.**

Anna Payne stated the announcement for the virtual conference registration had gone out. She also stated the website has been updated. She stated for everyone to let her know if you find any links that are not working. Anna Payne asked which committee the mobile app should reside over. The board agreed to wait until we get the updated bylaws, policies, and procedures to decide on who will take over this responsibility.

Laurie Puckett stated our 990-tax return was filed and the audit was finished. She stated she sent a draft out to everyone. She stated our net assets at the end of year was \$363,581, whereas the previous year was \$283,353. She stated we should have our final audit soon.

#### **ADJOURNMENT**

Alisha Gamble made the motion to adjourn and Angie Sorrow seconded it. **The motion passed** and the meeting was adjourned at 11:02 a.m.

