



**BOARD MEMBERS & COMMITTEE CHAIRS – Present & Absent**

<b>Board Members</b>			<b>Committee Chairs</b>		
President	<b>Angie Sorrow</b>	Present	Annual Conference	<b>Donna McGinnis</b>	Present
1 <sup>st</sup> Vice President	<b>Vacant</b>	NA		<b>Jennifer Fricks</b>	Present
2 <sup>nd</sup> Vice President	<b>Sheryl Bowman</b>	Present	Career Development	<b>Ramona Bivins</b>	Absent
Treasurer	<b>Cindy West</b>	Present	Communications	<b>Donna Todd</b>	Absent
Secretary	<b>Linda Cook</b>	Present	Government Relations/Strategic Planning	<b>Carlos Encinas</b>	Absent
Director	<b>Abby Branan</b>	Present	Membership	<b>Amy Bennett</b>	Present
Director	<b>Vita Dotson</b>	Present	Scholarship/Awards	<b>Jennifer Fricks</b>	Present
Director	<b>Susan Van Nus</b>	Present	Technical Resources	<b>Kevin Hutcheson</b>	Absent
Director	<b>Lisa Williams</b>	Absent			
Historian	<b>Chiquita Danzy</b>	Present			
Past President	<b>Laurie Puckett</b>	Present			

**CALL TO ORDER**

President Angie Sorrow called the meeting to order at 9:02 a.m.

Motion to accept the agenda as presented was made by Sheryl Bowman with a second by Abby Branan.

**CONFERENCE COMMITTEE REPORT**

Donna McGinnis reported that the conference committee has a theme and a charity in place. There was a little bit of a delay with the mobile app as the original sourcing was coming out of Ukraine, so they had to identify a new source for the app. The app will go live mid-September.

We are pleased to report that we have reached \$68,300 in conference sponsorships. The sponsor list, in ProofHub, is arranged by level and there are a few new ones there. Blake Reynolds is doing an excellent job working with the exhibitors.

Simplified from years past, we no longer have the fees paid at certain months for registration. Member registration is \$420, non-member is \$470. Some sponsors will provide bottled water, conference coolers, lanyards, note journals, etc. Truist bank and their predecessor, SunTrust, are considering sponsorship of Sunday’s Cocktail Connections. The event is expected to last about an hour and a half, with around 250 people, with 2 drink tickets per person.

In addition to her scholarship activities, Jennifer Fricks has been researching social activities for the conference. Some choices are Dolphin Tours, Trolley Tours, Tours at the Georgia Sea Turtle Center, which is the identified charity for this year’s conference. Every speaker slot is filled, including our keynote speaker, and John Fishbein who is coming to us from GFOA.



Upcoming conferences will be held at The Classic Center in Athens in 2023 and Jekyll Island in 2024. The pricing and available activities for both are appealing. The budget provides an update of where we stand, as of today, for 2022, with the flattened registration table.

Concerning exhibitors, Donna and Blake will be working closely over the next two to three weeks to finalize numbers in terms of how many representatives we can expect from the vendors, their arrival dates, and lengths of stay.

Angie mentioned cost sharing with the activities offered at conference. Donna said cost sharing makes sense, especially with golf. Linda agreed that cost sharing was a good idea and a good motivator for people to follow through and attend the activities when they register.

Amy Bennett asked if there would be a first time attendee reception this year and if the membership committee needed to help with that. Donna confirmed there would be first-time attendee reception and that the membership committee should participate. Donna and Amy will discuss, with the membership committee, to decide how to be involved. Donna felt that the reception for new attendees is one of the best opportunities to recruit potential committee members.

Angie asked Donna how many participants she had on the annual conference committee. Donna replied that she has five active participants. She also has some listed as being on the committee but are not active. Angie asked that everyone send her a list of committee members, both active and inactive. Since some committees only have few members, we need to step up and help. Angie asked for a motion and a second to adopt the conference budget. Linda made the motion to adopt the annual budget that Donna presented. Sheryl Bowman moved to second. **Motion passed.**

#### **APPROVAL OF MINUTES**

Angie requested a motion and a second to approve the minutes of the January 21, 2022, board meeting. The motion was made by Sheryl Bowman with a second by Abby Branan. **Motion passed.**

#### **TREASURER'S REPORT**

Cindy reported a gross profit of \$14,530. There is a negative amount of expenses due to a reimbursement from Chateau Elan for the advance payment for alcohol. We did not use as much alcohol as anticipated. There have not been many current expenses, except for travel for the administrative board and regular monthly expenses with Constant Contact and related items. April's balance sheet shows \$133,000 in cash in Truist, \$146,000 in Vanguard and \$103,000 in Vanguard asset allocation for a total in the bank accounts of \$456,000. There are some prepaid expenses of \$5,050. Total assets are \$461,137. In current liabilities, we have \$1,000 in deferred revenue and unrestricted net assets of \$452,000 for total liabilities of \$461,137.



Angie requested a motion and a second to approve the financial statements as presented. Susan Van Nus made a motion to approve the financial statements as presented, with second by Vita Dotson. Motion passed.

### **OLD BUSINESS**

Part-Time Administrative Assistant –

Angie requested that we hire a part-time administrative assistant to assist the board and committee chairs with various tasks. Linda prepared a job description that has been uploaded to ProofHub. Participants discussed the hours, pay rate, and supervisory status for the employee before deciding that 20 hours a week would be sufficient. Angie disclosed that someone was interested in the position who had recently retired from CVIOG. Since the candidate was already familiar with GGFOA, participants felt comfortable with the idea of the person filling the position; however, Angie would like more information concerning the pay offered by comparable organizations for their part-time employees. Cindy will obtain the rate of pay information for the board to vote on, then she and Angie will meet with the interested person to see if they are still interested.

### **NEW BUSINESS**

2022 Budget – Angie indicated that we needed to adopt the new budget and asked if all the committees had looked at and made recommendations for their budgets. Amy commented that for Membership, it depends on how we implement the ideas that the membership committee has brainstormed, she thought it would change, especially if they do the Lunch & Learns. Angie stated she would table the 2022 budget until the next board meeting because some of the points made on the membership committee meeting, as extra funds may be needed. Linda asked if we would have another meeting before the conference in Jekyll Island. Angie said it may be necessary. Laurie stated she would like to see the whole budget with the conference budget dropped in. Cindy suggested Angie read the minutes from the last meeting wherein adjustments to the scholarship budget were needed due to a couple of new scholarships being added. Cindy asked if she should increase it and Angie confirmed. Angie added that there may be adjustments on membership based on committee reports.

**Career Development** – Ramona Bivins was not present at the meeting.

**Communications** – Donna Todd was not present at the meeting. Susan Van Nus read the Communications Committee report.

**Government Relations/Strategic Planning** – Carlos was unable to attend the meeting and did not have any updates.



Membership – Amy Bennett reported that there are now four people on the membership committee, which met on May 26th to brainstorm ideas to increase membership. One idea was quarterly regional Lunch & Learns, that offer education or information while promoting GGFOA. If local governments will offer use of their spaces, lunch would be the only expense. Angie suggested asking local vendors to sponsor the lunches to keep costs down. Linda suggested that, concerning the lunch & learns, to offer the diamond or upper level conference sponsors a chance to speak at the Lunch & Learns.

Through some discussion regarding gas prices, safety in the wake of COVID-19, and people interested in attending it was decided that a survey of the membership would be the best way to gauge potential participation. Amy will check with Kevin to see if he has a Survey Monkey account so that a survey can be sent to the membership. Vita suggested advertising on social media and Amy agreed. Angie proposed \$800-\$1000 for a Lunch & Learn budget.

Laurie Puckett volunteered to join the membership committee.

Concerning ways to increase membership, pending resolution of the membership list issues, we can contact former members and see if they would like to renew and get involved. Amy and Angie said they have a lot of people say they are more involved with the national chapter, and we hope to get them involved on a local level. Amy went through the list of people who attended the national conference. Cindy suggested that if finance professionals require service hours to maintain their certification, we could use that angle to encourage membership. Amy suggested we get involved with other organizations on an exhibitor level to share the benefits of being a GGFOA member. Along those lines, we could do a giveaway like our exhibitors do. Susan will work with Amy to get dates of other organizations conferences to collaborate with them.

Amy reported that the total membership is 774, which includes 689 regular members, 73 associates, 4 educators, 2 retirees, and 6 students. The membership overall is steady but there is always room for more people, especially students given the scholarship opportunities.

**Scholarship** – Jennifer reported that there are 7 different scholarships available, a few with several opportunities available, for a total of 11. The first application period, for the Jim Pehrson Conference Scholarship, ended July 1. As of the meeting date, six people had submitted applications for the conference scholarships. The next scholarship made available is the Leadership Academy scholarship, with an application deadline of July 15. As of the meeting date, Jennifer had not heard from her contact regarding the location of the Leadership Academy class but assumed that it would still be at the Charleston College.

Concerning the scholarship raffle, Jennifer has set the goal of earning \$5,000 for scholarships this year. The following prizes for the scholarship raffle are secured: 2-person dolphin tour, 2-night stay at Oconee Springs Park. Jennifer has been in touch with several contacts regarding prizes and is awaiting responses. She will order the raffle tickets soon. Linda inquired about a stay at the Westin.



Susan responded that one of the hotels did commit to a hotel stay but she could not recall which one. Susan also reported that the hotels are not as generous as in years past. She said the Marriot in Savannah, where we have had our conferences for years, will not donate a 2-night stay unless we have a current contract with them to hold our conference there. Linda was confident that McNair, McLemore, and Middlebrooks would still provide their usual \$500 prize. Jennifer said she wanted to do a Blackstone Grill as a prize since they were becoming more popular. A local Ace Hardware donated a large turkey-frying pot to be used as a door prize.

On the issue of committee participation, Jennifer reported that she and Susan have been the most active in terms of participation. Angie encouraged all officers and directors to assist Jennifer with staffing the scholarship table at the conference whenever possible. Susan reported that the Square credit card account is still open and offered to share the information with Jennifer via email. Jennifer asked the board's opinion on setting up a CashApp for GGFOA so we can have a QR code at the table for people to scan and pay or donate with their phones. The board felt it was an innovative idea in terms of ease and convenience, so she agreed to investigate it. Cindy will check and see if our account will allow CashApp.

**Technical Resources** – Kevin was not present at the meeting but did send his committee report. He has nothing to report but if anyone needs him, they are invited to reach out.

#### **Officer and Director Discussion:**

**President** – Angie reported that she had reached out to several people to fill the First Vice President seat, but no one has accepted. She has discussed it with Linda and others and has decided to leave the position vacant until the election in October when Sheryl will take over as president. Between now and then, if something happens where Angie cannot serve as president, Sheryl will step up and take over. Then, Angie will collaborate with past presidents for the nominations later.

**Second Vice President** – Sheryl Bowman reported that she has not heard anything from the audit. Cindy reported that she sent the information but there has been no response. Sheryl asked that Cindy let her know if she needed her assistance with anything.

**Treasurer** – Cindy did not have anything to report but confirmed that she would check and see if we could start a CashApp for GGFOA, look into the part-time administrator's salary, and report back to everyone via email. We finished the conversion with SunTrust to BB&T/Truist and there are a few housekeeping items with that to finish.

To ease the burden of transferring a card from the outgoing treasurer to the incoming, it was hoped they could get a card that belongs to the organization rather than the person; cards that have different numbers, but all belong to GGFOA. When the person leaves office, the card will be left with the treasurer who will reassign it. Cindy will get clarification from the bank on whether they can get more than one card without a name on it.



Related to the credit card issues, not having a permanent mailing address creates issues with credit cards when users are prompted to enter zip codes. If we get a part-time administrator, we may be able to use their address on documents and as a central address for mail, credit cards, etc.

**Secretary** – Linda said she was excited about the conference and the developments with the Membership Committee. She told Jennifer she would be glad to help at the conference.

**Historian** – Chiquita reported that she was also excited about the conference and that if anyone needed her to help, to please call or email.

**Past President** – Laurie reported that she would be glad to help at the conference. She asked if we had a current board and committee chairs contact list. Linda reported that she thought it was in ProofHub, but that she would make sure and let everyone know where it is.

#### **Directors**

**Abby Branam** – Abby asked about the time of the Sunday morning meeting at the conference. Angie and Laurie thought it was around 10 or 11, but that she would let everyone know. Angie mentioned that they usually start putting bags together on Saturday afternoon and that if people are available to help, please do. Abby was not sure if she would make it to the conference on Saturday but would be available to help once she arrives.

**Vita Dotson** – Vita reported that she was excited for the conference and is available to help at the scholarship table, volunteer table, or anything needed. Vita asked about members who are looking to prebook their hotel rooms. Members can begin booking their rooms on July 12. Vita inquired about assisting on the communications committee and Angie encouraged her to reach out to Donna Todd.

**Susan Van Nus** – Susan verified that she would check on the conference dates for the following organizations: ACCG, GMA, and County Clerks/Finance Clerks

#### **ADJOURNMENT**

President Angie Sorrow adjourned the meeting at 10:51 a.m.