



BOARD MEMBERS PRESENT: Diane McNabb Linda Cook Alisha Gamble
Chiquita Danzy Beth Horacek Bill Volckmann
Anna Payne Laurie Puckett Alicia Page
Mike Bush

BOARD MEMBERS ABSENT: Tina Wetherford

COMMITTEE CHAIRS PRESENT: John Hulsey Cindy West Karine Brooms
Travis Sims

COMMITTEE CHAIRS ABSENT: Karine Brooms Peter Floyd Jenifer Fricks
Ben Upchurch

CALL TO ORDER

President Diane McNabb called the meeting to order.

APPROVAL OF MINUTES

Motion to approve minutes of the October 2, 2016 Board Meeting was made by Beth Horacek and seconded by Linda Cook. **Motion passed.**

Motion to approve minutes of the October 5, 2016 Board Meeting was made by Alicia Gamble and seconded by Anna Payne. **Motion passed.**

TREASURER'S REPORT

John reported the 2016 annual conferences preliminary numbers from Susan Maxwell, conference coordinator. Revenues came in a \$167,731 and Expenses were \$168,289. John will work with Alicia Gamble to finalize and reconcile the numbers.

The auditors, Mauldin & Jenkins have reached out to do the audit.

OLD BUSINESS

Status of list serve. Ben was absent. We will get an update at the next meeting.

Retiree membership group. Anna stated this has been added as a membership choice on the website and is ready to go.

Online check payments. Anna reported the survey of members who pay by check revealed that 60% cannot use ACH/on-line checks. Therefore, this is not really an option. She reported that NTS Networks quoted \$7,500 to implement a tool that will allow us to enter manual payments into the system. Anna will send us the quotes and get more details before the next meeting.

CVIQG agreement. The CVIQG Agreement allows for 6 webinars at \$1,500 each. The next webinar will be January 25, 2017 on GASB proposed lease guidance. Alisha Gamble made a motion to approve the agreement and Mike Bush seconded the motion. **Motion passed.** Diane will sign the agreement and send it to John. Invoices should be sent to Diane at Cherokee County.



NEW BUSINESS

Renewal notices. Anna reported renewal notices were not sent out for 4 months. There was some code that was wrong on the backend. After it was fixed and notices went out, 230 payments came in.

Website issues. It was mentioned in a previous meeting that more board members need to be responding to emails received on the website. It was suggested that a list of FAQs would help us answer emails. Also, John suggested that we think about forming a task force to address the website issues. Maybe even consider having a part-time person to handle the website. These items will be discussed at the next meeting.

FY 2017 Budget Discussion. The following items were discussed in relation to the 2017 budget:

- A budget amendment will be done at a later date for the conference.
- The membership budget is okay as it is at \$900.
- Cindy reported that the Communications Committee will need \$40 per month, or \$480 total for Constant Contact (Newsletter fees). She will also need \$100 for postage.
- Linda stated the Scholarship Committee budget can stay where it is for now. They will look again when the budget amendment is done for the conference.
- For the Technical Resources Committee, we can remove the \$3,500 for website launch costs, and round the monthly service fee budget up to \$2,000.
- We need to start thinking about the GGFOA reception at the GFOA conference in Denver. BS&A was the sponsor last year. Also, GGFOA pays for the President's travel and meals to the national conference.
- We need to update the audit fees budget to reflect the new contract amount of \$5,500.
- Anna asked if we are out of coffee mugs. Johns stated he will check.
- We raised approximately \$2,760 with the scholarship fundraiser last year.
- We have 654 members and will set the active government membership revenue budget at \$32,700. We need to add an account for retiree members.

COMMITTEE REPORTS

Annual Conference- Shared evaluation results.

Career Development- John Hulse reported that the next *Wednesday's News You Can Use* webinar is scheduled for January 25th and the topic is Lease Guidance. The 2017 dates scheduled are:

- February 22 – TBD
- March 15 – TBD
- April 26 – TBD
- June 14 – TBD

Communications - Anna and Cindy are going to work together to get Cindy up to speed. They are also working on procedures and recruiting more committee members.

Government Relations – Peter Floyd – absent.

Membership – Travis Sims mentioned that he has someone that is interested in being on the committee.



Scholarship/Awards – Linda Cook reported they have awarded the CPFM scholarship. The AGFI applications will go out in March. They are hoping to work on procedures in the next month.

Technical Resources – Ben Upchurch – absent.

OFFICER AND DIRECTOR DISCUSSION

Past President – Mike Bush – nothing to report.

1st Vice President – Alisha Gamble – nothing to report.

2nd Vice President- Tina Wetherford – absent.

Treasurer- Alisha Gamble is working with Chiquita Danzy to get her up to speed. They have received 26 member checks and 6 associate member checks. They will forward these to Anna and Travis monthly as they have to be manually entered.

Secretary- Laurie Puckett – nothing to report.

Historian – Alicia Page – nothing to report.

President – Diane McNabb stated that it is great that some committees are working on their procedures. She asked that everyone look at the Strategic Plan for their section to see if anything needs to be updated. These are on the website under “Governing Documents”. She will send out current procedures to everyone. The next meeting will be scheduled for the 3rd week in January.

Directors

Beth Horacek – nothing to report.

Anna Payne – nothing to report.

Bill Volkmann – nothing to report

Linda Cook – nothing to report.

ADJOURNMENT

Diane McNabb called for a motion to adjourn. Linda Cook made the motion to adjourn and Chiquita Danzy seconded it. **The motion passed.**