



CGFOA BOARD MEETING MINUTES
THURSDAY, JULY 16, 2015, 12:30 P.M.
SALIDA, CO

12:30 Call to Order

Introductions

Officers and Committee Chairs present: Larry Dorr, President (City of Lakewood); Sherri Young, Secretary (City of Westminster); Dean Moyer, Director (Town of Windsor); Sam Boster, Director (Bear Creek Water & Sanitation District); Lisa Yagi, Director (City of Arvada); Molly Kostelecky, Director (City of Longmont); Catrina Asher (Boulder County); Jeff Edwards (City of Aurora). Also in attendance: Kathy Velzen (CGFOA Administrator), Andrew Copland (Douglas County); Jan Schmidt (City of Salida). Absent Board Members: Don Warn, Past President (Town of Parker); Judy Dahl, Vice President (Little Thompson Water District); Kathy Franklin, Treasurer (City of Wheat Ridge); Cheryl Patelli, Education Committee Co-Chair (City of Boulder).

President's Comments – Larry Dorr

Larry Dorr called the meeting to order at 12:30. Thank you to Jan Schmidt from City of Salida for hosting the CGFOA education session, lunch, and Board meeting. Best view for a Board meeting ever, overlooking the Arkansas River. The meeting was held at the Steam Plant Theater, an old steam plant that was abandoned years ago until citizens purchased the plant to turn into a theater. Eventually the citizens requested the City of Salida take it over, which it did so in partnership with the County. The City of Salida has been running it since 2008.

Secretary's Report – Sherri Young

Sherri Young presented the minutes from the April 23, 2015 Board Meeting. There were no suggested modifications. Motion made by Sam Boster to accept the minutes and seconded by Dean Moyer. Motion carried.

Treasurer's Report – Kathy Franklin absent, presented by Kathy Velzen

Kathy Velzen presented the Treasurer's Report for the period ending June 30, 2015. Cash balance is rather high, and Kathy Franklin will be looking at short term instruments to invest in. Kathy Velzen noted that the reports still needed to be reconciled to RegOnline. The Board agreed to make a motion to accept the Treasurer's Report as is, and Larry will ask Kathy Franklin to present an updated and reconciled report for June 30th at the next meeting. Motion made by Sam Boster to accept the Treasurer's Report for the period ending June 30, 2015 as presented and seconded by Molly Kostelecky. Motion carried.

Kathy Velzen noted that RegOnline has been bought by another company, which has been problematic for both CGFOA members and administrators.

Committee Reports

- Awards – Larry reminded the Board that the Awards Committee was recently restructured with the Board responsible for soliciting and creating nominations to be reviewed and awarded by the previous three Finance Officers of the Year, and to be facilitated by the Awards Chairperson. The Board had discussions about possible nominations and Larry requested that other nominations be submitted by the end of August.
- Conference 2015 – Sherri Young and Kathy Velzen
 - Forms are still coming in and the sessions are getting lined up well.
 - Ethics session pre-conference will be led by an attorney from California to discuss government fraud with real examples and case studies.
 - Social events are being lined up and the opening reception will be held at the Budweiser Event Center, which is walking distance from the hotel.
 - Kathy V. reminded the Board that the CMCA Region 8 will be attending this year's conference, so attendance is expected to be up significantly. Room reservations should be made early for those who wish to stay at the conference hotel. Registration will be open the first week of September.

Committee Reports [continued]

- Conference 2015 (continued)
 - Rooms for sessions:
 - Each room should hold up to 100 attendees
 - Only the front 2/3 of each room will have seating. The back for the room will be standing room only.
 - Attendees will not be allowed to bring additional chairs into the room. Once it's at capacity the session will be closed.
 - Moderators will need to be aware of and enforce these restrictions.
 - The Embassy Suites has breakfast as well as a complimentary beer and wine service each evening for guests that are staying overnight.
 - There will be a "pay your own way" dinner held Wednesday for attendees not attending a vendor dinner that would like to have an opportunity to socialize and have fun while getting to know other members. Watch for more information in the conference program.
 - The Board should attend the First Time Attendee meeting on Tuesday and invite everyone to go to the opening reception and meet in the lobby to walk over together with the Board and other members.
 - The Thursday night banquet theme is "It's not easy being green".
- Education
 - Annual Education Update – Sherri Young and Kathy Velzen
 - There are still around 20 annual education sessions coming up in 2015.
 - 2015 has had the largest selection of annual education that CGFOA has offered.
 - Most classes are being offered both in the Front Range and the Western Slope.
 - Webcasts have been well received.
 - Larry will be speaking about Governmental Finance at the Colorado Municipal Judges Association (CMJA) in October. Larry encouraged the Education Committee Co-Chairs to consider requesting a session from CMJA in the future. An update will be provided in November along with a program from the conference to generate suggestions for future CGFOA education/conference.
 - CML Conference Session Update – Catrina Asher stated that the session offered at the CML Conference was well received and may be presented again in the future. There has also been a request from the Western Slope for Boulder County to present a session on Disaster Finance.
 - CTAC Education – Jeff Edwards
 - Next CTAC meeting will be August 7th in Breckenridge. Agenda will be finalized soon.
 - 4th quarter meeting will be combined with the conference. Two of the three sessions CTAC will organize are filled, and the third session is still under consideration.
- GFOA State Representative – Larry Dorr
 - National conference was great.
 - Larry felt that Colorado was doing pretty well compared to the rest of the states.
 - State of Florida spoke on the attempt to have a social media presence through Facebook, Twitter, etc. It was a total flop and will be shutting it all down. Larry's impression after hearing about the use of social media throughout the country for GFOA organizations was that there was not a lot of value there.
 - Larry felt there was a lot of value for GFOA organizations that had their administrator attend. After discussion with the Board, everyone felt it would be valuable and necessary to have Kathy attend the next GFOA conference in Toronto to better prepare for the National conference coming to Denver in 2017. GFOA has already requested Kathy's attendance.
 - Larry called for a motion to have CGFOA send Kathy to the 2016 GFOA conference in Toronto. Motion made by Sam Boster and seconded by Molly Kostelecky. Motion carried. The length of time spent at the conference will be evaluated by Kathy after further discussions with GFOA.
 - City and County of Denver will be hosting the 2017 GFOA conference. The level of involvement by CGFOA has not yet been determined.
- Legislative/CML – Larry Dorr
 - The Colorado Municipal League is a lobbying body. There is a policy committee that votes on various issues. CGFOA is an advisor only and unable to vote. The representative for CGFOA has the opportunity to attend meetings to stay current on issues. Most issues do not affect CGFOA directly however the information is shared for those interested.

Committee Reports [continued]

- Larry attended the conference and was able to confirm that Judy Dahl can serve as the CGFOA representative while serving as President.
- Library – no update
- Footnotes – August issue
 - Elections
 - Scholarships
 - Other items – Larry asked that the Technical Issues Committee include an article, perhaps on TABOR.
- Membership – Over 550 members for governments and over 100 for associates.
- Nominations – Larry Dorr
 - Sherri Young refreshed the Board on the establishment and purpose of the Governance Task Force, which was tasked with exploring ways to strengthen CGFOA and ensure continued involvement and strong leadership. One of the items addressed by the task force was to review and update all of the position descriptions for Board and Committee members, with particular focus on the positions open for the upcoming election. Positions open this year include President, Vice President, Secretary, and two Board Members. The Board discussed the position descriptions, minor revisions were suggested, and Sherri will resubmit the descriptions to the Board for final review.
 - Larry will speak with Bob Eichen about pulling the Governance Task Force back together now that his term as President of GFOA is up to evaluate other projects that may need to be finished up by the group.
- Outreach and Careers – Larry Dorr
 - There has not been much interest from the membership to serve on this commitment. Larry questioned whether the Board and/or the members wanted to continue to attempt to have this Committee or if we're stretched too thin and should step back from this committee.
 - The Board feels it is worthwhile, but we need to find people that are passionate about the Committee to do outreach to the colleges and universities.
 - Members are encouraged to volunteer to serve on the Committee.
- Scholarships – Kathy Velzen
 - Outreach/Careers – Additional information will be provided in Footnotes this summer. Scholarship application information is available on the CGFOA website.
 - George Nielsen – Additional information will be provided in Footnotes this summer. Scholarship application information is available on the CGFOA website.
- Social Events – Kathy Velzen
 - Golf Tournament, May 15, 2015 – Greg Mastriona Golf Courses at Hyland Hills
 - Event was a huge success and the weather was great.
 - All holes were sponsored along with the driving range and putting green.
 - Every participant received at least one prize.
 - 2016 golf tournament will likely be in June.
 - RFP will go out in August so that the announcement on location can be made at the November meeting.
 - National GFOA Event – Philadelphia, PA, May 31 at The Black Sheep Pub. The dinner was great and well received.
- Technical Issues Committee – Catrina Asher
 - No new issues taken on in the past two months. There was an article in the previous edition of Footnotes to recap items from the National conference.
- Western Slope Coalition – Kathy Velzen
 - Co-chairs are Heather Alvarez and Kathy Elmont
 - Kathy Elmont will be retiring and the Western Slope Coalition will need to fill her shoes.
 - The gatherings are broad in focus in order to provide a variety of information to those on the Western Slope who wear a variety of hats.

Committee Reports [continued]

- May 1st there was be a workshop in Glenwood Springs with lunch sponsored by ColoTrust.
 - Fall workshop will be on September 18th in Montrose. They still need a lunch sponsor and the committee is working on putting the meeting together.
- Next Board Meeting – Conference in November
 - Other Business – None

Adjourn

Larry Dorr adjourned the meeting at approximately 3:00 p.m.