



CGFOA ANNUAL BUSINESS MEETING MINUTES
THURSDAY, NOVEMBER 20, 2014, 3:30 P.M.
VAIL, CO

Call to Order

President Don Warn called the Colorado Government Finance Officers Association (CGFOA) Annual Business Meeting of the Executive Board and general membership to order at 3:30 p.m. and welcomed everyone present.

Treasurer's Report – Judy Dahl

Judy Dahl presented the Treasurer's report, which included a review of the following statements/reports through September 30, 2014:

- CGFOA Cash Balance
- CGFOA Budget to Actual
- Income/Expense Comparison by Category
- CGFOA Check Register Detail
- CoBiz Sept Bank Recon

All of the above statements were distributed to the CGFOA members electronically prior to the meeting. Motion made by Marty Ferris to accept the Financial Report and seconded by Jim Wedding. Motion carried.

Judy Dahl presented the 2015 Proposed Budget, which was also distributed to the CGFOA members electronically prior to the meeting. Motion made by Deanne Noris to accept the proposed 2015 budget and seconded by Kathy Elmont. Motion carried.

Secretary's Report – Sherri Young

Sherri Young presented the minutes from the November 21, 2013 CGFOA Annual Business Meeting. There were no questions related to the minutes. Motion made by Bob Eichem to accept the minutes and seconded by Jeff Hansen. Motion carried.

President's Report – Don Warn

- 2014 Year in Review – Focus for 2014 was on increasing CGFOA membership. Collaborative efforts resulted in over 100 new members joining the organization. Don noted that there was an increase in member involvement during the past year as well, with a greater number of candidates on the ballot for elections of open positions. He also stated that it had been an honor serving as CGFOA President, and expressed gratitude for everyone involved in the organization.
- 2014 Board Thank You – Don thanked all of the Board Members for their service, noting that Wade Nickerson and Jim Wedding were coming off of the Board and Judy Dahl would no longer serve as Treasurer.

Vice President's Report – Larry Dorr

Larry thanked Don for his service as President and his tireless efforts in leading the organization during the past year. On behalf of the Board and all CGFOA members, Larry presented Don with a token of appreciation and a plaque.

GFOA President – Bob Eichem

Bob Eichem addressed the members as current National President of GFOA.

George Nielsen Scholarship – Ned Connolly, Bob Eichem

Ned Connolly led a tribute to George Nielsen. The George A. Nielsen Public Investor Scholarship is awarded to an employee of a local government or other public entity who is enrolled or plans to enroll in an undergraduate or graduate program in public administration, finance, business administration or a related field. This is a \$2,500 scholarship (may be awarded as two \$1,250) given in honor of George Nielsen, a friend, supporter, and educator of public finance officials around the state of Colorado.

Committee Reports

- Education Committee 2014 – Karin Slater, Laurie Litwin, Cheryl Pattelli – Karin is co-chair over annual education, Cheryl is co-chair over conference education, and Laurie is the liaison between the two.
 - Cheryl addressed the membership regarding the 2014 conference:
 - 515 attendees
 - Reminder to sign attendance sheets for CPE credits
 - Submit evaluations for feedback to committee
 - Request for suggested sessions for the 2015 conference as well as annual education
 - Thank you to Kathy Velzen for doing so much work to pull it all together
 - Thank you to all members and participants in the Education Committee
 - Reminder that annual education committee meeting will be held in Frisco on January 16th. All CGFOA members are welcome to attend and provide feedback on sessions for 2015 annual and conference education.
 - Anyone who would like to join the Education Committee should contact one of the co-chairs.
- CTAC – Tracy Martinez (co-chair) – CTAC would like to encourage more involvement from CGFOA/CTAC members to bring new ideas into the world of tax auditing. First CTAC meeting of 2015 will be held on February 6th in Golden. First education committee meeting will be in early January to plan educational offerings for 2015.
- Western Slope Coalition – Kathy Elmont (co-chair) – Recognition of the hard work and efforts by Heather Alvarez to coordinate educational opportunities for the Western Slope. The purpose of the Western Slope Coalition is to offer a broad range of education and training to meet the somewhat unique needs of the smaller communities where staff might take on multiple responsibilities.
- CML Conference Finance Session – Jeff Hansen – Each year CML has CGFOA host and present a session at their conference for their elected officials primarily. In June 2015, CML has requested a session on better understanding financial reports and budgets. Anyone who has interest in presenting on behalf of CGFOA should contact Jeff.
- Legislative/CML – Larry Dorr – CML has a legislative committee for the purpose of deciding the legislation CML will take a position on. The committee met on October 16th and the only item related to government finance was that CML would not be proceeding with taking a position on sales tax in the Montrose area for public safety and regional safety.
- Library – Marty Farris – Reminder to CGFOA members that there is a library of materials available to borrow. For example, there are copies of all study material related to the CPFO exam. Contact Kathy Velzen to request materials.
- Membership – Judy Dahl – In 2014, there was a big push for new membership, and this will continue into 2015. ColoTrust approached CGFOA and offered scholarships to new members for 2015 dues. There were 20 scholarships for new memberships offered for 2015. Research in 2014 showed a surprisingly high numbers of cities, counties, and towns that were not members of CGFOA. A “cold call” letter was sent to those organizations and received a fairly decent response. For special districts, a blast email was sent to special districts who did not have a membership. Judy thanked everyone for the support and efforts in increasing membership.
- Outreach/Careers – Larry Dorr and Anne Drobnitch – The idea of this committee is to encourage students entering the workforce to seek a career in government finance. A presentation and associated materials is available to CGFOA members to visit a local college/university to present at a career fair or other event. Interested members should contact Larry or Anne for additional information.
- Newsletter – Kathy Velzen – No report presented
- Awards – Stephanie Novello – No nominations in 2014 for significant contributions.

- Scholarship – Sharon Spurlin (presented by Don Warn)
 - Congratulations to Shawna Dail, recipient of the Careers and Outreach scholarship as well as half of the George A. Nielsen scholarship awards for 2014! Ms. Dail is the Finance Manager for the City of Fountain, Colorado, mother of two active children, and a full-time student seeking a Bachelor's Degree in Finance at Regis University. Shawna began her career in the public sector in 2007 and joined the City of Fountain in 2011. Her quick promotion with in the City is proof of her dedication, ambition, motivation and hard-work. Ms. Dail will graduate in August of 2015 and she carries a 3.879 GPA. Her goal is to become the Finance Director for the City of Fountain. Scott Trainor, City Manager of the City of Fountain, noted that because of Shawna's character, work ethic, and integrity she was promoted to Finance Manager even though she did not have the 4-year degree required for the position. CGFOA is proud to assist Shawna Dail in completing her Bachelors of Science Degree in Finance!
 - The other recipient of half of the George Nielsen scholarship for 2014 is Kathy Velzen, CGFOA Administrator.
- Golf – Jeff Hansen – The 11th annual golf tournament was held this summer and had a record ten applications for host sites in 2015. The recommendation that will be made to the Board will be to hold the 2015 golf tournament at Hyland Hills Golf Course on May 15th. The preference is to choose a course that belongs to a CGFOA member entity, which Hyland Hills is.
- Social Events – Kathy Velzen – Holiday luncheon will be held at the PACE Center in Parker on December 12th. Dee Weiser will be speaking. Kathy asked for suggestions for a social event in Philadelphia for the GFOA Conference.
- Technical Task Force – Don Warn – Pretty quiet year for 2014, however GASB updates are indicative of greater involvement in 2015. A suggestion was made for the task force to develop templates that could be used by CGFOA members to better implementation of requirements in the future. Anyone with issues for consideration by the task force should contact Don or Katrina Gonzales.
- Nominations – Larry Dorr – This is a new committee for CGFOA, and is chaired by the CGFOA Vice President. Members of the committee are tasked with encouraging involvement in CGFOA through service to the organization.

Incoming President's Comments – Larry Dorr

Larry outlined the progression to the President position, with the Vice President serving one year, then serving a year as President, with a third year as Past President. Bill Clinton quote: "Being President is a lot like directing a cemetery. You have a lot of people below you but nobody's listening." Larry indicated that was not the case during his term as Vice President as he listened to Don, but more so to Kathy. Larry also noted that this was Kathy Velzen's 20th conference.

Larry thanked all of the members for voting for him, the Board for their continued support, and his staff from Lakewood for their support. "There is not much more of a higher honor than being elected by one's peers. To me that means the world, so I'm going to work very hard to do my best."

Larry encouraged all members to get involved with CGFOA by serving on a committee or the Board. Everyone within the organization is welcome to be involved as a Finance Officer.

Election Results – Larry Dorr

The newly elected members of the Board are Lisa Yagi and Dean Moyer. The new Treasurer is Kathy Franklin. Congratulations to former CGFOA Treasurer and new Vice President, Judy Dahl. Don Warn will serve as Past President.

Larry bid farewell to those leaving the Board, including Cherie Sanchez, Wade Nickerson, and Jim Wedding.

Awards – Don Warn

The Finance Officer of the Year Award was presented to Cherie Sanchez. Cherie began her career with the City of Westminster as a part-time clerk typist. Since then she has held positions as an Accounting Technician, Accountant and has been the Accounting Manager for the past 9 years. Cherie has served CGFOA as a member of the Education Committee, Outreach and Careers Committee, Board Member, Vice President, President and is currently finishing up her service as Past President of CGFOA. Cherie has taught grant classes for CGFOA, been part of an education session panel, and has moderated numerous sessions for the organization. Cherie encourages her staff to be actively involved in CGFOA, with a number of Westminster employees serving on a variety of CGFOA committees.

Other Business

Tammy Hitchens (City of Westminster) addressed the membership to talk about the possibility of forming a group that can ride the Elephant Rock, the Rocky Mountain Region's largest cycling event (<http://www.elephantrockride.com/>). Interested members can contact Tammy at thitchen@cityofwestminster.us.

Adjourn

Don Warn called for a motion to adjourn the meeting. The motion was made by Tammy Hitchens and seconded by Marty Ferris. Motion carried.