

**Government Finance Officers Association of Connecticut  
Executive Board Meeting Minutes  
Thursday, February 13, 2020**

**Aqua Turf  
556 Mulberry Street  
Plantsville, CT 06479**

President Rob Buden called the meeting to order at 9:30 a.m.

**Executive Board Members Present:** Mike LeBlanc, Kim Lord, Robin Manuele, Peter Erodici, Dawn Savo, Diana Doyle, Jonathan Perugini, Lisa Hancock, Kevin McNabola, Maryjane Malavasi, Diane Waldron, Kevin Redmond, Lunda Asmani (arrived at 9:39 a.m.), Emilia Portelinha, Jim Finch (arrived at 9:55 a.m.) and Robert Tait.

**Executive Board Members Absent:** Rob Buden

**A. Call to Order**

Mike Leblanc called the meeting to order at 9:38 a.m. He gave a brief update on Rob Buden.

**B. Approval of Minutes**

A. November 7, 2019

Kevin McNabola moved to approve, seconded by Maryjane Malavasi, and the minutes were unanimously approved.

B. December 5, 2019

Kevin McNabola moved to approve, seconded by Maryjane Malavasi, and the minutes were unanimously approved.

**C. Treasurer's Report**

A. Monthly Financials

Maryjane Malavasi reviewed the combined balance sheet and budget reports. She noted there is a little more cash, as the budgeted deficit does not happen each year. She also said the Board voted to increase speaker's fees to \$5,000, which is not in the spreadsheet. There was discussion of the CPFO Scholarship budget; Maryjane said she will look into it. Later in the meeting, Maryjane reported that the Education Fees and Education Programs line items were budgeted for 12 people to attend the fall training, but we actually had 27 people participate. That is what makes up the difference.

Lisa Hancock moved to approve the Treasurer's Report, seconded by Diane Waldron, and the Treasurer's Report was unanimously approved

**D. Old Business**

There was no old business.

## **E. New Business**

### **A. Survey Results**

Lisa Hancock said the Survey Monkey results had been sent out to the board members. Board members discussed the results. Mike LeBlanc suggested the logistics of changing the April meeting format, and said it makes more sense to target the fall meeting. The areas of interest seem to be debt management and capital planning/budgeting. Kevin Redmond said there seems to be interest in mentorship outside of the breakout sessions. Lisa Hancock suggested looking into a one-day session on debt management at the University of Connecticut. Maryjane said there seems to be an interest in more one-on-one discussions. Board members agreed that they would consider the options and provide more direction at the April board meeting. Mike LeBlanc said the July organizational meeting would also be a good time to discuss what would work best for the September meeting.

### **B. CTCPA Partnership Request**

Mike LeBlanc said the CTCPA was looking to offer a lower rate for its program to GFOA members, with a savings of \$125. He did not see any harm in passing it along to members. Emilia Portelinha said she would send out an email blast, if the board agreed.

Lisa Hancock moved to approve passing along the CTCPA partnership request to members, seconded by Diane Waldron, and it was unanimously approved.

### **C. Bylaws Review- Membership**

Mike LeBlanc said any changes to the bylaws should be looked at during the April Meeting. Diane Waldron suggested they be presented at the annual meeting. Maryjane Malavasi said this discussion came about because an organization wanted to join, and she wondered if it was an appropriate organization, as they are a fleet management vendor. Dawn Sabo read aloud the associate membership section of the bylaws. Emilia Portelinha noted we only give out membership lists to members. Maryjane said she would like some direction, as she receives many requests from vendors to set up tables at the meetings. Dawn said we have to be clear on the objectives and mission. She suggested "Mission Statement" discussion be added to the April agenda, and everyone agreed.

## **F. Reports**

### **A. Accounting Standards Committee – (Kevin Redmond & Bob Tait)**

Kevin Redmond said a potential item for subsequent sessions is GASB 87, regarding lease accounting. Financial reporting model changes will impact both lessors and lessees.

**B. Education Committee - (Bob Tait & Lisa Hancock)**

Lisa Hancock stated that based upon the survey results, there appears to be an interest in debt management training. She said there are plenty of bond counsels and financial advisors to reach out to for programming. Maryjane Malavasi said the core mission of GFOA-CT is education, and our dollars could be better spent on education. Emily Portelinha said we could look into day-long training sessions twice per year. Lunda Asmani suggested that CPFO core subjects could be used as a starting point. Emilia said we could send out an email blast to see who is interested in certain subjects. Mike LeBlanc said there is an ongoing yearning for education, and a no-cost roadshow-type session may be the way to go, rather than the quarterly meetings, which have many vendors and associate members in attendance. Diane Waldron said the New England GFOA spring training seminar could be a model. Jim Finch mentioned a board retreat to discuss education. Mike LeBlanc said the board should reach a consensus at the April meeting on whether to offer separate training sessions or to make changes to the quarterly meetings. If the quarterly meetings are changed, we should target the fall meeting.

**C. Historian's Report Committee - (Lisa Hancock)**

No update.

**D. Website Committee – (Emilia Portelinha & Jonathan Perugini)**

Emilia Portelinha said she has been very busy with job openings.

**E. Walsh and Miklus Scholarship Committee – (Jim Finch & Diane Waldron)**

Jim Finch gave an update on the Academy scheduled for November 15-20<sup>th</sup> in Charleston, South Carolina.

**F. Legislative Committee – (Kim Lord & Robin Manuele)**

Robin Manuele spoke about the municipal aid update from CCM, which included a \$23 million increase in ECS aid for distressed municipalities. Kim Lord said the State bond package would be voted on soon, which impacts LoCIP and Town Aid to Roads, among other grants.

**G. Membership Committee – (Dawn Savo & Kevin McNabola)**

Dawn Savo said GFOA-CT had 24 additional members, bringing the total to 373.

**H. New England States GFOA Committee – (Diane Waldron, Jim Finch & Lisa Hancock)**

Diane Waldron said the New England GFOA spring training seminar is scheduled for April 2-3<sup>rd</sup>. The fall conference will be held September 13-16<sup>th</sup> in Providence. Lisa

Hancock said the spring topics include employment practices, economic updates, productivity tips and mindfulness.

I. National Event Committee- (Maryjane Malavasi and Lunda Asmani)

Maryjane Malavasi said the national event will take place in New Orleans in May.

J. Program Committee – (Mike LeBlanc & Kim Lord)

Mike LeBlanc said he would give a brief overview of the UCONN Internship program before the first session today. Today's program would cover energy saving measures, a GASB overview and "The Healthcare Move to Value 101". He plans on having the OPM Secretary join the April meeting.

K. Audit Committee - (Diana Doyle, Linda Trzetzak & Deb Cerrato)

Diana Doyle said the committee will perform the audit at the end of the fiscal year, in July. Maryjane Malavasi said the July meeting could be held later in the month so the audit would be complete.

**G. Adjournment**

Motion to adjourn at 10:56 a.m., made by Lisa Hancock and seconded by Peter Erodici, was unanimously approved.