

**Government Finance Officers Association of Connecticut
Executive Board Meeting Minutes
Thursday, April 16, 2020**

Teleconference Meeting

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

Executive Board Members Present: Rob Buden, Mike LeBlanc, Kim Lord, Peter Erodici, Dawn Savo, Diana Doyle, Jonathan Perugini, Lisa Hancock (left at 10:05 a.m.), Kevin McNabola, Maryjane Malavasi (arrived at 9:39 a.m.), Diane Waldron, Kevin Redmond, Lunda Asmani, and Jim Finch (left at 10:00 a.m.).

Executive Board Members Absent: Robert Tait, Robin Manuele, Emilia Portelinha

I. Call to Order

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

II. Approval of Minutes

A. February 18, 2020

Diane Waldron moved to approve, seconded by Jim Finch, and the minutes were unanimously approved.

III. Treasurer's Report (upon Maryjane Malavasi's arrival at 9:39 a.m.)

A. Monthly Financials

Maryjane Malavasi reviewed the combined balance sheet and budget reports. She noted that refunds were pending for the national conference. Diane Waldron asked if there were fees for cancelling the spring conference, and Maryjane said no, the event was moved to November.

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

IV. Old Business

There was no old business.

V. New Business

A. Governor's Executive Order 7S- Tax Deferment/Interest Reduction Programs

The board members discussed the manner in which their towns were handling the tax programs. The State requires a decision by April 25th. The majority of towns are approving the tax deferment, most with applications required. Dawn Savo asked if anyone was planning on issuing Tax Anticipation Notes, and most responded that they had adequate cash flow and reserves to manage the deferment.

B. Education- Training Sessions vs. Quarterly Meeting Changes

Mike LeBlanc said one of the possible options is to look at stand-alone training sessions, focused on one or two designated topics. Rob Buden suggested waiting until early 2021 to offer this new initiative due to uncertainty with the pandemic.

C. Bylaws Review- Mission Statement

Dawn Savo said the membership language references the “mission” of the association, but there is no mission statement in the bylaws. Jim Finch suggested using the NESGFOA mission statement as a guide; he will send a copy to board members. Rob asked that discussion of changes to the bylaws- Mission Statement be added to next meeting agenda. Maryjane Malavasi said that amended bylaws must be approved by a majority vote of members at any regular meeting. Jim Finch said that the holiday luncheon should include a morning planning session with a moderator. Dawn Savo said the bylaws could be looked at in December during the planning session, and presented to the entire membership at a subsequent meeting. Rob Buden said we should start by looking at the NESGFOA mission statement.

D. Preliminary Review of FY21 Meeting Schedule

Maryjane Malavasi reviewed the draft meeting dates for FY21. She noted the annual board meeting would be held the last Thursday in July, in Waterbury. The holiday meeting will be in Cheshire. The winter meeting would be at St. Clements Castle, and spring is scheduled for Aqua Turf. The board members approved the meeting dates by general consent.

E. Rescheduled Annual Meeting

Maryjane Malavasi said the annual meeting at Tunxis was rescheduled to late June, but that is still up in the air. She said golf may still be an option, the meeting may not happen. Rob Buden asked what the penalty will be if June 25th is canceled. Maryjane replied that a lot depends on Tunxis. Lisa Hancock asked if we had insurance coverage for cancelation, and Maryjane said no, we do not have that type of coverage.

F. Al Young Award Nominations

Rob Buden said he would like to nominate Jay Walberg, Finance Director in Stratford, who recently passed away from COVID-19. He would like to present Jay’s wife with the award. Mike LeBlanc suggested we present the award at the fall conference since the June meeting may be canceled. Diane said she would forward Jay’s name to Hooker and Holcomb. Maryjane Malavasi also recommended making a donation in Jay’s name. Rob agreed that as an organization, we should do something. Dawn Savo said he had been treated at St Vincent Hospital in Stratford.

Maryjane Malavasi moved to make a memorial donation in the amount of \$200 to St. Vincent Medical Center Foundation, seconded by Mike LeBlanc and it was unanimously approved.

G. Executive Board Nominations- Slate for Next Year

Rob Buden noted the changing of the guard normally happens at the annual meeting. He will become Past President. Peter Erodici has asked to leave the Board. Rob thanked him for his commitment to the GFOA over the years. Rob presented the proposed slate: Mike LeBlanc, President; Kimberly Lord, 1st Vice President; Kevin McNabola, 2nd Vice President; Maryjane Malavasi, Treasurer.

Diana Doyle agreed to serve another term on the board. Rob Buden nominated Amy Meriwether, Director of Finance in Simsbury to the board for a three-year term.

Diane Waldron moved the proposed slate as presented, seconded by Lisa Hancock, and it was unanimously approved.

H. USI Consulting- Zoom Meeting- Pandemic-Related Insurance/Risk Management

Rob Buden said he was contacted by Chris Wardrop from USI Consulting regarding an online presentation of COVID issues and best practices for risk management. Rob wanted board feedback. Mike Leblanc said USI would send out an invite to a webinar, and it would be voluntary to attend. Diana Doyle was in agreement, as long as it was not a sales pitch. Rob said he would reach out to Chris and convey that there was consensus that USI could reach out to members regarding the webinar.

VI. Reports

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

Kevin Redmond said GASB 87 (leases) may be delayed to FY22.

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

Lisa Hancock said she was working with the University of New Haven to book a room in October. She is working on a one-day Debt Management seminar with UCONN. UCONN is willing to partner and offer a classroom in the Hartford campus free of charge.

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

No update.

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

Jonathan Perugini said there are no issues; they are managing day to day activities.

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

No Update.

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

Kim Lord discussed COVID-related legislation and the Governor’s executive orders.

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

Dawn Savo reported the following membership information: Active- 240; Associate- 123; Honorary- 21; Retired- 1; Total Membership 385. Membership demographics: Vendor- 118; State- 5; Municipal- 262.

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

Diane Waldron said the New England GFOA spring training has been canceled. Refunds will be sent out. NESGFOA has not made any decisions regarding the fall conference, scheduled for September 13-16th in Providence.

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

Diane Waldron forwarded an email with the online conference information. Lunda Asmani noted that the National GFOA has put on a series of webinars, and he will be a panelist on the “Determining Reserves” webinar. Jonathan asked if he should send an email blast regarding the webinars to all members, and it was approved by general consent.

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

Mike LeBlanc said most of the presenters from the canceled spring meeting are interested and available for the November conference. Rob Buden said he would schedule a special board meeting for May 21st to plan the rest of the year. The governor will have further re-opening guidance available by then.

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

Diana Doyle said she did not envision any issues with finishing the audit on time, now that the annual board meeting has been moved to the end of July.

VII. Adjournment

Motion to adjourn at 10:54 a.m., made by Lisa Hancock and seconded by Diane Waldron, was unanimously approved.