

NH Government Finance Officers Association
Tuesday, August 3, 2021
9:00 AM – NHMA, Concord, NH (VIA ZOOM)

Members Present: Geoff Ruggles; Mark Decoteau; Tom Boland; Naomi Bolton; Vicki Lee; Carrie Klebe; Tammy St. Gelais; Katherine Heck; Tina Waterman; and Justin Campo.

Members Unable to Attend: Katie Graff; Jill McNeil

Others Present: None

Call to Order: Geoff Ruggles called the meeting to order at 9:00 AM

Secretary's Report: The May 4, 2021 minutes were reviewed. Tammy St. Gelais suggested the names of the honoree retiring members, Mary Walters, Betsy McLlain, and Barbara Reed, be included in the minutes. Justin Campo moved the minutes as amended, Mark Decoteau seconded, and the minutes were approved unanimously.

Treasurer's Report: Mark Decoteau reviewed the treasurer's information. The balance as of June 30, 2021 is \$154,049.85, there were no expenses in July and only a couple of small checks. He noted that the credit card line had expenses from several categories and he was going to work with Jill to get the bills that were paid with the card and put them in the proper accounts.

Committee Reports:

- *Legislative Report:* Nothing to report. Mark Decoteau stated that he was asked to be a member of a group called Coalition Communities 2.0. It is a group of donor communities of the Statewide Education Property Tax rule change. The reformed group includes a steering board and Mark is the Chairman and wanted the Board to be aware.
- *Training Committee:* The committee hasn't met since the last meeting. Tammy St. Gelais reported that we received \$37,500 from sponsors for the conference. The conference is scheduled to be held on November 4th & 5th at the Red Jacket in North Conway. Registrations will be open shortly. The committee will be meeting again in September.
- *Certificate Program:* Tammy St. Gelais reported that they held two communication classes two weeks ago at the Armory. The NHMA building at 25 Triangle Drive is now open and available for in person. We are still in need of a Basic Accounting Instructor.
- *Membership Committee:* Chairman Ruggles stated that the letters/invoices went out and checks are starting to come in.
- *Purchasing Committee:* Tina Waterman reported that things have been very busy. She started to email the group in hopes of having a meeting in October and quarterly after that. They have finalized next year's renewal with Morton Salt. It increased slightly but that was expected due to COVID. Farmington joined them this year.
- *Website/Consortium Advisory Committee:* To be addressed later under old business
- *Audit:* Nothing to report

- *NESGFOA*: Tammy St. Gelais reported that the Fall Conference will be virtual this year. The schedule is for 4 days/2 sessions each day on September 15th, 23rd, 30th and October 8th. The Spring Conference will be March 30th-April 1st in Waltham, MA. The Fall Conference in 2022 will be the 75th Conference it will be held at the Mt. Washington Hotel and the keynote speaker has been secured. In the past 42 sponsors raised \$132,000. They will begin collecting sponsors in November of 2021. She was wondering if NHGFOA would be interested in offering more than \$5,000. Vicki Lee stated that she has no issue increasing the funding to \$10,000. The group concurred with Vicki.
- *NHPDIP Advisory Committee*: Sharon Wickens from the City of Manchester is resigning and has recommended Michele Bogardus from the City of Manchester to replace her. Mark Decoteau moved, Justin Campo seconded to appoint Michele Bogardus to the NHPDIP Advisory Committee. Unanimous vote in favor.

Old Business:

- *Website/Consortium Advisory Committee*: Justin Campo asked if he could have permission to create a Gmail account for GFOA so it's not all going to just one person. The consensus of the group agreed and permission was granted to proceed. Tina asked if her quarterly meetings could be posted on the website. She was asking as they are only a subcommittee of GFOA. The consensus was that would not be an issue.
- *2021-2022 Budget*: Chairman Ruggles stated that the States GFOA is knocking \$100 off every registration so an increase should be considered. Chairman Ruggles will email Mark Decoteau the changes so he can have them for the budget.

New Business:

- *GFOA Education Survey Request*: Nothing new to report at this time.

Vicki Lee moved, Marc Decoteau to adjourn meeting at 9:58 AM, unanimous vote in favor.

The next meeting of the Executive Committee will be September 9, 2021 via Zoom.

Respectfully submitted,

Naomi L. Bolton

Naomi L. Bolton
Town Administrator
Weare, NH