

NH Government Finance Officers Association
Executive Committee Meeting
Tuesday, September 24, 2019
11:00 a.m. NHMA, Concord, NH

Members Present: Geoff Ruggles; Tom Boland; Katie Graff; Carrie Kleb; Naomi Bolton; Jill McNeil; Tammy St. Gelais; Barbara Reid; and Mark Decoteau participated in person; Vicki Lee participated via phone. Naomi Bolton kept the minutes.

Members Unable to Attend: Justin Campo; Betsy McClain
Others Present:

Call to Order: Geoff Ruggles called the meeting to order at 11:08 AM.

Secretary's Report: Tom Boland moved, Katie Graff seconded to approve the May 2, 2019 minutes as amended. Unanimous vote in favor.
Mark Decoteau moved, Katie Graff seconded to approve the June 18, 2019 minutes as amended. Unanimous vote in favor.

Treasurer's Report: Mark Decoteau provided everyone with copies of the proposed 2020 Budget. Lots of discussion was held mainly regarding the certification program and how to show scholarships in the budget. After the discussion, Tom Boland moved, Mark Decoteau seconded to accept the 2020 Budget as amended. Unanimous vote in favor.

Committee Reports:

- *Legislative Committee* – Barbara Reid informed the Board that an alert was sent yesterday regarding the effect the state budget may/may not have on DRA and the ability to set tax rates. The State will be meeting on Thursday, September 26th to for a vote. Currently the State is operating under a continuing resolution. New bill will be coming out but in title only to start.
- *Training Committee* – Tammy St. Gelais informed the Board that the 2020 NHGFOA Conference has been set for May 7 & 8 at the Red Jacket in North Conway. The theme is 70's Disco. They will have a photo booth again. Some of the suggested courses are marijuana; cyber security; succession planning; 2 sessions with Lisa Parker regarding GASB; Treasurer's tracks; investments; RSA rules; negotiating strategies; and graphs and laughs. It's planned to be another great event.

NHMA Conference is November 13 & 14 at the Double Tree in Manchester. NHGFOA will have a booth, next to the NHMBB booth and will be looking for volunteers to man the booth. NHGFOA will also be sponsoring two sessions at the conference. Also, at the booth we will have some testimonials; FAQ's and applications.

Certificate Program – 15 have signed up for the 2020 program. A brochure will be made up and handed out at the vendor booth during the NHMA Conference. They are looking for two dates for next year for the Excel session going forward. The business communications session was a success but was suggested to make it a full day versus half day.

- *NH Public Finance Consortium* – Betsy McClain emailed to say she has nothing to report.
- *Membership Committee* – Jill McNeil reported that we have 379 paid members and 70 unpaid who will be receiving second notices.
- *Website Advisory Committee* – Betsy McClain emailed to say she has nothing to report.

- *Audit Committee* – Nothing new to update, except that we received a letter from Vicki Lee resigning from the Audit Committee. Thank you Vicki for all you have done on the committee.
- *NE States GFOA* - Tammy St. Gelais reported that the NESGFOA Conference in Stowe, VT was awesome, both the sessions and the venue. Twenty-two attended from NH with 7 coming from Nashua. The board felt that with only allowing the first 15 to have a discount, one community taking advantage it should be looked at to make a change so this doesn't happen in the future. It was expected to use the honor system to allow one discount per community, but it was not in writing. Tom Boland and Naomi Bolton attended along with Tammy. Tammy was elected as the 1st Vice President. In 2020 this conference will be held in Providence, RI and in 2021 it will be held at the Mt. Washington Resort and it will be the 75th year.
- *NH PDIP Advisory Committee* – Nothing new to update
- *Purchasing Committee* – Nothing new to update

Old Business:

- *2020 Budget Approval* – This item was taken up earlier under the Treasurer's Report.

New Business:

- *Audit Committee resignation/appointment* – Tammy St. Gelais stated that she can put this out to the membership. Carrie Kleb expressed interest in this appointment.
- *Holiday Luncheon* – The holiday luncheon was scheduled for Friday, December 13th
- *Credit Card/Dunkin Card* - Currently when items have to be picked up for events and the certificate program (coffee and donuts) it is done by a reimbursement. Vicki Lee offered to send an updated sample policy. Tammy St. Gelais is currently looking at Citizens for a credit card. Naomi Bolton moved, Tom Boland seconded to allow the application of a credit card with Citizens Bank. Unanimous vote in favor.
- *Networking Group* – Jill McNeil would like to advertise for anyone interested in getting together somehow as a way to keep people involved in the profession but outside of sessions, meetings, etc. The idea was it would be out to dinner one night to network and do it in 3 different areas of the State to spread it around. Naomi Bolton shared that some town administrators in areas get together for lunch, usually the 4th Thursday afternoon for conversation and networking. The locations change around which allows others to join especially if it's close to the selected restaurant.
- *Proposal to the Coos County Delegation to a legislative change to RSA 29:1* – Carrie Kleb provided the Board with a handout of something that is currently being looked at that involves deposits into banks located in Coos County and possibly other counties. In 2008 Bangor Savings Bank merged with Granite Bank, resulting in the owner being a Maine State chartered financial institution. It is being sponsored by Wayne Monihan, the representative from Dummer, NH. The Board expressed a concern on possible ramifications of our sponsors particularly the banks if the NHGFOA was to support this.
- *Website Review* – Tammy St. Gelais asked that everyone take a few minutes and go onto the website and review what is there to make sure it's current and if there is anything more we need to add please let us know. There was a comment that our minutes have not been put up there for a very long time. Naomi Bolton will send Betsy McClain the approved minutes that she had done since she took over.

Executive Session: None

Meeting adjourned at 12:47 PM

The next meeting of the Executive Committee will be held November 21, 2019 at 10:30 AM at NHMA.

Respectfully submitted,

Naomi L. Bolton

Naomi L. Bolton
Town Administrator
Weare, NH