

IGFOA Executive Board Meeting  
Friday, February 23, 2007  
NIU Naperville  
Board Room 165, 1120 Diehl Road, Naperville, Illinois

**Minutes of Monday, December 18, 2006**

**I. Call to Order**

President Bob Fialkowski called the meeting to order at 9:35 am

*Executive Board Members Present:*

President- Bob Fialkowski  
President Elect- Mark Nannini  
Past President- Kathryn Booth  
Secretary-Rita A. Trainor  
Treasurer- Tom Kuehne  
Member at Large-Peg Hartnett  
Member at Large-Sue Stanish  
Member at Large-Kim Auchstetter  
Associate Representative-Lynda Given

*Executive Board Members Absent:*

Vice President- Dallas Whitford  
Chicago Metro Representative-Pam Figolah  
Downstate Representative-Ron Eldridge  
GFOA State Representative-Mary Dankowski  
South Metro Chapter Representative-Barbara Maziarek

*IGFOA Staff Members Present:*

Executive Director-Marianne Shank.

**II. Approval of Consent Agenda**

Tom Kuehne moved to approve the consent agenda, the motion was seconded by Mark Nannini. Motion passed. The Consent Agenda included: the minutes of the Annual business meeting held September 25, 2006, the Executive Board meeting of December 18, 2006 and the Executive Board Executive Session of December 18, 2006 and the Treasurer's Report as of November 30, 2006.

**III. Approval of Meeting Minutes**

The following minutes were all approved on the consent agenda.

- A.** Annual Business Meeting September 25, 2006
- B.** Executive Board Meeting December 18, 2006
- C.** Executive Board Executive Session December 18, 2006

**IV. President's Report [Bob Fialkowski, President]**

**A. Revised 2007 Executive Board meeting schedule**

The 3<sup>rd</sup> quarter meeting for 2007 needed to be rescheduled, the consensus was to reschedule it to August 17, 2007. The schedule for 2007 meetings are: May 25, 2007; August 17, 2007; and November 30, 2007.

**B. 2007 Strategic Priorities Status Report**

The information was provided in the packet, no additional discussion or information was submitted at the meeting.

**C. Executive Board Recognition**

The information was provided in the packet, no additional discussion or information was submitted at the meeting.

**D. Association management contract with NIU**

After considerable discussion, Tom Kuehne moved and Kathy Booth seconded a motion to authorize President Fialkowski to negotiate and execute a contract with Northern Illinois University, Center for Governmental Studies. Mark Nannini proposed a friendly amendment to make it contingent upon satisfactory answers to concerns regarding four points. Both Tom and Kathy assented to the friendly amendment. The four points pertained to clarification that the IGFOA will continue to collect and maintain control over the receipt of membership dues and program revenues, all elements of the agreement that constitute reimbursable costs should be clearly delineated, a contract renewal provision is desired by the board as well as a cancellation provision (the board's concern was that NIU couldn't just boot us out, the general consensus seemed to be that 180 days was likely to be acceptable to both parties.) The motion also directed staff to work with the Membership Committee to prepare a revised dues structure for the Executive Board to consider at their August meeting. The specific directive was to develop a dues structure that would provide sufficient resources for the organization to fund the additional costs this agreement will result in the association incurring, in particular the board commented that prior to this time, the association has not had to pay rent, but as we move forward with the NIU agreement, we will, for the first time be paying rent for office space.

**1. Robert Gleeson, Director, Center for Governmental Studies**

We were unable to reach Mr. Gleeson prior to his leaving for a university strategic planning meeting.

**V. Executive Director's Report**

**A. Revised 2007 Budget**

Move to adopt the 2007 budget as revised by Mark Nannini. Second by Kim Auchstetter. Motion approved.

**B. Proposed CAFR Financial Indicators Project**

This item was discussed and the board consented to have Marianne continue to discuss the matter with Larry Malholland, but there was a general consensus that the Board was not eager to enter into any agreement with a single associate member that might be perceived by other members as showing favoritism, nor would we want to enter into any agreement with one associate that we would not be willing to enter into with others.

**VI. Treasurer's Report**

This was accepted under the consent agenda.

**VII. GFOA Representative Update**

Mary Dankowski, the GFOA representative was not present.

**VIII. IGFOA Chapter Representative Update**

**INFORMATION**

**A. Chicago Metro Chapter**

The Chicago Metro representative (Jeff Martynowicz) was not present.

**B. South Metro Chapter**

President Fialkowski reported on the South Metro Chapter's last meeting, as Barbara Maziarek was not present, and as he had attended their last meeting. He indicated that the attendance was between 22-25 and that there was a good deal of enthusiasm amongst the attendees.

**C. Downstate Chapter**

The Downstate representative (Ron Eldridge) was not present.

**D. Chapter Representative Liaison**

Mark Nannini, Chapter Representative Liaison reported that the four sessions scheduled to go over the newly revised chapter handbooks were abysmally attended. Therefore, for the future the plan is to simply offer one session and encourage attendance, but simply offer that it's a single opportunity as offering multiple opportunities had demonstrated that there really wasn't significant demand for the sessions.

**IX. Committee Chair Update**

**A. Career Development**

Career Development committee was jointly reported by Sue Stanish and Marianne Shank.

Marianne enumerated the sessions to be held through the next three months and indicated the sign up so far for the Advanced Governmental Accounting is 25.

**B. 2007 Conference**

Rita Trainor reported on the program side of the 2007 conference. The tracks will be a Leadership Dialog track, Advanced Budgeting and Hot Topics. The keynote will be Dana Levenson, CFO for the City of Chicago, he will discuss the Olympics bid, what got Chicago into and give us some of the behind the scenes funny stories that happened along the way.

**C. Financial Review**

Financial Review- Tom Kuehne reported that he and Jon Batek had discussed adjustments for 2005 but indicated that there was some clarity needed as it appeared as if some of the adjustments proposed had already been recorded and others had not. Ruth, Tom and Jon will all get together and determine which entries need to be made and they will record them. If possible, he would like to arrange to have Justin VanVorhees of TARC attend the meeting as well and provided the same information for the 2006 adjustments.

**D. Legislative**

No report was provided for the Legislative committee.

**E. Membership**

Kim Auchstetter reported that the membership committee has had a great deal of interest by college students in internship programs. They received 49 resumes in a recent job fair that some of the committee members attended.

**F. Nominating**

No report.

**G. Past Presidents' Circle**

No report.

**H. TARC**

Peg Hartnett briefed the board on the TARC's work indicating they are coordinating one of the Hot Topics sessions for the 2007 conference on SAS 112, had responded to the GASB exposure draft on fund balance and are in the process of responding to the proposal on pension disclosures for GASB 25 & 27 being "synched" with OPEB note disclosures and the proposal on intangible assets.

**I. Technology & Communications**

Tom Kuehne reported that the Technology committee was looking for some direction regarding the Distance Learning initiative that has been their primary focus for some time. It was discussed and decided by the board that Tom Kuehne and Sue Stanish will co-chair an ad hoc committee to develop a business plan to suggest the potential scope for this initiative. The committee will consist of Tom and Sue, as well as some of the Technology committee and potentially some other organizations, such as GMIS. Chris Staron, IGFOA intern, will also assist this committee.

**X. Assistant's Representative Update**

Peg Hartnett reported that the most recent assistants' meeting was very well attended with over 20 attendees and very positive feedback, these meetings will continue to be held.

**XI. Associates Representative Update**

**A. Executive Board policy on Associate Members' Role**

Move to adopt the policy by Mark Nannini. Second by Sue Stanish. Motion approved.

**XII. Other Business**

**A. Authorize President to execute agreement with NIU**

This item had already been authorized under Agenda item IV. D.

**B. Update Executive Board policy on Credit Card Use**

Credit Card Use Kathy Booth moved and Peg Hartnett seconded a motion to approve the credit card policy. After discussion, Kim Auchstetter moved to table the motion, Sue Stanish seconded, motion to table was approved.

**C. Executive Board Policy: Staff's Role in Legislative Affairs**

President Fialkowksi proposed a policy be adopted that "No staff shall be involved in any lobbying activities." Kathy Booth moved to adopt the policy, Tom Kuehne seconded, motion approved.

**D. Adopt Revised 2007 Budget**

**XIII. ADJOURN**

Mark Nannini moved to adjourn and Kathy Booth seconded, motion approved.