

IGFOA Executive Board Meeting  
Friday, December 2, 2005  
Spruce Room · DoubleTree Hotel · 5000 West 127<sup>th</sup> Street · Alsip, Illinois  
9:30 AM – Noon Board Meeting  
*followed by South Metro Chapter Holiday luncheon*

**AGENDA**

**I. Call to Order**

President Kathryn Booth called the meeting to order at 9:45 am

*Executive Board Members Present:*

President-Kathryn Booth  
Past President- Brian Caputo (at 10:15 am)  
President Elect- Bob Fialkowski  
Vice President- Mark Nannini  
Secretary-Rita A. Trainor  
Treasurer-Dallas Whitford  
Member at Large-Peg Hartnett  
Member at Large-Tom Kuehne (at 10 am)  
Member at Large-Kathy Carr (By phone)  
South Metro Chapter Representative-Dennis Bubenik  
GFOA State Representative-Mary Dankowski  
Associate Representative-Fred Lantz (at 9:50 am)

*Executive Board Members Absent:*

Chicago Metro Representative-Pam Figolah  
Downstate Representative-Ron Eldridge

*IGFOA Staff Members Present:*

Executive Director-Marianne Shank.

**II. Approval of Consent Agenda**

Marianne Shank withdrew the cancellation and refund policy amendment from the agenda. Mark Nannini moved to approve the consent agenda, the motion was seconded by Bob Fialkowski. Motion passed.

**III. Approval of Meeting Minutes**

It was moved and seconded to approve the meeting minutes from the September 1, 2005 meeting. Motion passed.

**IV. President's Report**

**A.** President Booth then presented her report, which included the 2006 Executive Board meeting schedule.

- Friday, March 10  
Westmont Centre  
New member breakfast 8 – 9:15 AM  
Board meeting 9:30 – 11:30 AM
- Thursday, June 1  
Westmont Centre

New member breakfast 8 – 9:15 AM

Board meeting 9:30 – 11:30 AM

- Friday, September 8
  - Westmont Centre
  - New member breakfast 8 – 9:15 AM
  - Board meeting 9:30 – 11:30 AM
- Friday, December 1
  - Prior to South Metro Chapter Holiday luncheon
  - Location TBA
  - Board meeting 9:30 – 11:30 AM

**B.** President Booth next discussed the status of the strategic plan status report and indicated that a draft is available online.

1. The Chapter Guidelines (part of the strategic plan) were ready for adoption. Bob Fialkowki moved and Rita A. Trainor seconded a motion to adopt the chapter guidelines. They are ready to go to print.

**C.** President Booth explained what she planned to do for volunteers in the form of executive board recognition. She plans to send appropriate acknowledgement to all of the volunteers who have made such a difference in the organization over the past year.

**D.** The Executive Board policy on remote meeting attendance was discussed again at this meeting. The most significant change that was added was to limit its use to 1/2 of the meetings in any year. Mark Nannini moved to adopt the policy and Peg Hartnett seconded. Motion carried.

## V. Executive Director's Report

**A.** Marianne Shank had earlier withdrawn the first item on the agenda for this report, the Cancellation and Refund Policy Amendment. She explained that she had pulled it as they have experienced great success with getting members to renew by cutting off their online access.

**B.** Staff had inquired of Northbrook, whether Ruth could be included in IMRF, just as Marianne is currently. Northbrook has declined to extend the offer to Ruth. Staff had then explored the possibility of joining IMRF as an independent entity. They were aware that IMET had done this and they inquired what they had done to accomplish this. Staff learned that IMET is actually a governmental entity. Not-for-profit associations may join IMRF but must be specifically named in the IMRF enabling statute to permit enrollment. Bob Fialkowski volunteered to follow up on the issue and Kathy Carr will also look into the possibility of providing payroll services, including IMRF, through the City of Moline's payroll.

**C.** The next item on the agenda was the performance goals status report. The change since the last meeting that was highlighted was the execution of the new website agreement.

**D.** Finally, the 2006 staff priorities were presented, no exceptions were noted.

## VI. Treasurer's Report

**A.** Dallas Whitford then presented the September and October reports. Acceptance was part of consent agenda.

**B.** The next item on the agenda was the update on securing the deposits in excess of FDIC limits. Fred Lantz reported that 53 Bank had originally agreed to collateralize the deposits, but when they proceeded to execute, they learned that under FDIC rules they could not do so, unless you are a state or local governmental entity. The IGFOA's choices are then:

- 1) Live with the exposure,

**BOLD TYPE** indicates consent agenda item

- 2) Spread the money around in multiple banks,
- 3) Move to a money market account in 53's (or other bank's) Trust Department.
- 4) Enter into a repurchase agreement

Tom Kuehne moved and Dallas Whitford seconded a motion to select option #3, and the direction that was provided was that the Treasurer was to determine which banking institution to use.

## **VII. GFOA Representative Report**

Mary Dankowski expressed her thanks to board members for doing the presentations and for taking her calls when she contacts them.

## **VIII. IGFOA Chapter Representative Reports**

**A. Chicago Metro Chapter** Pam Figolah, Chapter Representative wasn't present. Marianne Shank indicated that staff had not yet received a 2006 meeting calendar from Chicago Metro.

**B. South Metro Chapter** Dennis Bubenik, Chapter Representative reported that the South Metro Holiday Luncheon was to immediately follow the IGFOA Executive Board Meeting. He also reported that the South Metro Chapter had a good turnout at their GASB 45 seminar. They are also interested in doing a meeting with the Downstate chapter in 2006.

**C. Downstate Chapter** Ron Eldridge, Chapter Representative wasn't present. Marianne Shank reported that the Downstate chapter is planning a training session on employee benefit and wellness in Bloomington in January.

## **IX. Committee Chair Reports**

**A. Ad-hoc Budget** The ad hoc budget committee report incorporated a discussion with the board regarding the budget presented. See other business below.

**B. Career Development** Marianne Shank reported that the committee hadn't met, but did have a meeting scheduled (12/6) and that the development of the drafted curriculum is going well.

**C. 2005 Conference** Bob Fialkowski reported attendance was strong overall but unfortunately growth was in the private sector. The public sector attendance has actually declined. The conference had a positive bottom line.

Fred Lantz that the vendors reported some concern that they didn't get enough public sector attendees to their booths.

**D.** Program Mark Nannini reported that the changes in format and not doing a second night social event on conference were generally well received and the plan is to repeat this format next year.

**E.** 2006 Conference Mark Nannini reported that Marianne Shank, Dallas Whitford, & he went to Peoria a month ago and it looks like Peoria will be a go for the 2006 conference.

1. Program Dallas Whitford has prepared an outline of the programs. One thought was to pull in Career Development committee. There was also some discussion on having more pre-conference sessions. Fred Lantz volunteered to assist with the conference committee.

**F.** Membership

1. The committee is going to get out of the practice of offering a separate social event due to low participation.

2. Tom Kuehne reported out for the Membership Committee on the surveying results that they intend to focus more on different markets, retention of current members and more university outreach.

Marianne Shank indicated that she has organized future board meetings to request that members come an hour early to attend a new member breakfast to give new members the opportunity to attend and interface with the board members.

**G.** Legislative committee reported out that the governor's veto of non-home rule sales tax legislation had been overridden. This was an initiative that IGFOA had devoted considerable resources too and its successful passage was viewed as a victory.

**H.** Nominating and Past Presidents' Circle The Nominating and Past President's report was provided by Brian Caputo who spoke about the Past President's breakfast. The feedback that he had received indicated that there is more interest in being involved on a "pinch hit" basis. They don't want to interfere with the leadership role of the current executive board. They are willing to help out with the university recruitment or teaching at sessions.

**I.** TARC Peg Hartnett reported that the TARC had covered the review of the Exposure Draft from the GASB *Sales and Pledges of Receivables and Future Revenues*, are going to be looking into a query regarding Public Entity Risk Pools and developing the Selection of an Auditor Guidelines. Fred Lantz cautioned that we don't have many public sector members on this committee and that private members can't vote in committees.

**X.** Assistant's Representative Report

Peg Hartnett provided a report on all the initiatives discussed at the state conference session and explained that a list serve has been added to the website and additional ideas are being developed. She also indicated there was lots of interest in networking.

**XI.** Associate Representative Report

Fred Lantz reported that Kevin McKenna from Speer, Alban Michaud from Munis and Mike English from PMA have all agreed to join the Associates Forum.

**XII.** Other Business

**A.** Adoption of 2005 Budget

This discussion covered a wide range of topics, including the assumptions used in developing the various figures. The membership dues assumption included an effort to attempt to focus on particular sectors. One discussed was the public sector municipalities with populations over 10,000, particularly those members that have only the director as a member and trying to get them to have their professional staff become members of IGFOA, not just the directors. Another sector

identified was home rule municipalities that have populations below 20,000, but don't belong to IGFOA. The final sector identified was park districts. The associate dues will go from \$1,250 to \$1,300 for sponsoring members and there will be no change to individual dues.

In considering next year's Career Development revenue, IGFOA (Marianne Shank reporting) is experiencing a decrease in attendance at training sessions. This is consistent with the experience of other state GFOA organizations throughout the country, Colorado GFOA has hired a firm to survey its members about why they aren't going to training, and Marianne hopes to have their results by mid-December. The budget also anticipates offering a lot more training opportunities and having them fairly well attended. The consensus was that this seemed like a pretty optimistic assumption given the experience of our organization and others throughout the country. There was considerable discussion about the idea of using "remote" training and while there was agreement that there is value to such training, there was also an even stronger agreement that there is considerable value in the networking aspects of training offered by the IGFOA. There was also discussion held about the idea of certifying and trying to marketing more the CPA Society. Fred Lantz suggested that putting out the training calendar earlier should yield more attendance by auditors.

The agreement with the Wisconsin GFOA next year will be the first full year of the agreement and it's a two year agreement.

Mark Nannini moved and Rita Trainor seconded to make the expense side of the Illinois reception at the GFOA conference match the revenue side.

The graduate intern program has been a success.

Dallas Whitford moved and Tom Kuehne seconded to move Marianne back to current level of funding of 90% of FTE, not the reduced amount proposed in the budget presented by the ad hoc committee, and to direct the board to reevaluate the intern position one year from now.

Mark Nannini moved to accept the amended motion and Peg Hartnett seconded. Motion passed.

#### **B. Executive Director performance evaluation**

Executive session was called to evaluate the executive director.

**XIII.** Adjourn Dallas Whitford moved and Peg Hartnett seconded a motion to adjourn, motion carried.