

ILLINOIS GOVERNMENT FINANCE OFFICERS ASSOCIATION

Minutes of Friday, March 5, 2004

IGFOA Offices Westmont Centre

I. Call to Order

President Brian Barnes called the meeting to order at 9:30 AM.

Executive Board Members Present:

President – Brian Barnes

President Elect – Brian Caputo

Vice President – Kathryn Booth

Treasurer – Robert Fialkowski

Secretary – Mark Nannini

Member-at-Large – Dallas Whitford

Member-at-Large – Tom Kuehne

Chicago Metro Chapter Representative – Jon Batek

South Metro Chapter Representative – Mark Pries

Past President - Jeff Rowitz

Associate Representative – Gary Karshna

GFOA State Representative – Mary Dankowski

Member-at-Large – Rita Trainor

Downstate Chapter Representative – Patricia Martinez

Career Development – Sue Stanish

TARC Committee – James Edgeberg

Executive Board Members Absent:

None

IGFOA Staff Present:

None - Executive Director Marianne Shank unable to attend due to family illness.

II. & III. Consent Agenda

A motion to approve items under the consent agenda. Items covered included:

Executive Board minutes – December 12, 2003

Motion Kathy Booth, 2nd Tom Kuehne, Motion passed.

IV. President's Report

A. 2004 Priorities

- 1) Executive Directors Priorities – President Barnes discuss the availability of the Executive Director versus the representing IGFOA at different functions. The Executive Director should be focused on the running the Westmont Centre and organization. The President, President elect and other board members are to attend sessions outside the Westmont Centre to represent IGFOA.

- 2) President Barnes discussed the letter from the Village of O'Fallon and unions; this is a done deal. See letter in packet.
- B. Executive Director Job Description
- 1) Tom Kuehne questioned the budget process and who will handle this function. Answer: the Treasurer will assume this responsibly.
 - 2) Mark Pries suggested that page 2, first sentence should be changed to "Implement, review and manage" remove Develop, recommend. Board agreed to this change.
- C. The calendar for 2004, in the packet.

V. Executive Director Report

- A. 2005-2007 Annual Conference Site Selection
- B. 2004 Membership Renewal
- C. Website update

Marianne will send a group e-mail to update the board on these three items (A, B & C).

- D. Institute of Government & Public Affairs Forum – President Barnes and Board Treasurer Bob Fialkowski discussed this item as a separate topic. The Institute is looking for a financial contribution and in kind assistance for registration on these government and public affairs topic's. Motion by Jeff Rowitz 2nd Kathy Booth, motion passed.

VI. Treasurers Report [Robert Fialkowski]

- A. Accept report as of December 31, 2003 with consent agenda.
- B. Accept report as of January 31, 2004 with consent agenda.
- C. Web based Peachtree Accounting Software is on line. Bob Fialkowski can access the information remotely; accounts payable is working as well as payroll.
- D. Internal procedures and controls, this topic was requested to be moved to the next board meeting.
- E. Revised chart of accounts, part of the packet.

VII. GFOA Representative Report (Mary Dankowski)

- A. Mary Dankowski has created a resource list for presentation of GFOA Awards from the National GFOA.
- B. Mary will be attending the "State Presidents and Representatives" meeting at the National GFOA Conference on June 12, 2004.

VIII. Chapter Reports

Chicago Metro – Jon Batek explained that the 2003 Financial Report and 2004 Budget have not been filed with IGFOA. Jon Batek explained there is a slight deficit for 2003 and another deficit anticipated for FY 2004.

First Chicago Metro meeting of the year was well attended at Maggiano's, in Schaumburg on February 27, 2004.

South Metro – Mark Pries stated the 2003 financial report and 2004 Budget have been filed with IGFOA. First South Metro meeting was well attended at the House of Hughes on February 6, 2004.

Downstate – Patricia Martinez stated the 2003 financial report and 2004 Budget have been filed with the IGFOA. The first meeting of the year was very well attended; three times the normal attendance for a chapter meeting. Next meeting is planned for April and August meeting will be in Starved Rock.

IX. Committee Chair Reports

A. Career Development [Sue Stanish]

1. Initial planning session in December was very successful, 10 core ½ day sessions have been planned. Three courses in conjunction with other professional groups are planned for the year.
2. The first session on Debt Management was very profitable and well attended.

B. 2004 Conference - [Kathy Booth/Bob Filakowski]

1. Kathy Booth explained that a contract for the Monday night activity has been signed for the Adventure Quest. More details to follow.
2. Bob Filakowski explained that the program committee member's list is in the packet. Bob handed out the results of the survey on conference topics that the committee will utilize for the programs. He also stated that he was close to signing a keynote speaker. More details to follow.

C. Legislative [Dallas Whitford]

1. Legislative Consultant Report is in the packet.
2. House Bill 599 for Firefighters was discussed.
3. Suggestion to watch your sales tax and not just the State Income Tax. Discussion on appliance installation and no sales tax charged as well as carryout foods and proper tax being charged. More information to follow.

4. Membership [Mark Nannini]

- A. Illinois Reception at National GFOA conference is on June 13, 4:00 to 6:00 p.m., to be held at a microbrewery in downtown Milwaukee as details become available committee will have updates. This is a combined reception with Wisconsin and Minnesota.
- B. University Outreach Program was presented by Brian Caputo
- C. Reviewed the IGFOA webpage
- D. All future meetings to be at Westmont Centre

E. Nominating [Jeff Rowitz] No report

F. TARC Committee [Jim Edgeberg]

1. Jim Edgeberg explained that the Exposure Draft that deals with Statistic Sections of our annual reports is pending. The Implicit Subsidy issue (GASB

#40) will be effective in FY 2006. Jim suggested Career Development focus their attention on training for this new GASB.

G. Technology & Communications [Tom Kuehne]

1. Tom Kuehne explained the committee met in February to discuss the new website. Marianne and Ruth will attend training to allow for website updates and modification in house. Committee discussed the future of the Information Management Plan.
2. The board members commented that they liked the new website.

H. X. Associate Representative Report [Gary Karshna]

Associates met in January and discussed:

1. New members marketing kits to be developed for Associate Members.
2. Discussed 2004 dues structure
3. Distribution of vendor packets for 2004 conference, to be reconsidered for next year.
4. Dates for State Conference, Associates prefer Wednesday, Thursday and Friday. They also surveying membership.
5. No more vendor Bingo and raffle prizes.
6. Recommend changing vendor viewing hours from 2:00 p.m. on Sunday to 4:00 p.m.
7. Encourage the exploration of teleconferencing and training.
8. Request a workshop at state conference for Associates to be shown and trained on the new website.
9. Conference golf outing was discussed and Associates will wait for committee to release actual conference program.
10. Shannon Walsh from the Financial Management Association International Conference was looking to the Associates for speakers.

XI. Other Business [Brain Caputo]

- A. University Outreach opportunities, handout in packet. First event with DePaul University was on March 4, 2004 and was attended by over 120 students. A 12-member panel answered questions and then went into breakout sessions to address students. The program will be under the authority of the Membership Committee.
- B. President Barnes mentioned that legislation is pending on the Senate Bill 3032 and House Bill 6694 in regards to catastrophic injury for the Public Safety Employee Act.

XII. Adjournment, Motion Rita Trainor, 2nd Jon Batek – Motion passed

ADJOURNED 10:50 a.m.

Next Board Meeting Friday, June 4, 2004, 9:30 a.m. Westmont Centre