

**IGFOA - Chicago Metro Chapter Board Meeting**  
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## **January 23, 2024 Agenda**

- I. Welcome and Roll Call  

Susana Arroyo- President Denise Joseph, Immediate Past President Brian Smith, Vice President Jeremy Andrykowski, Treasurer Jamie Cunningham, Secretary Kevin Baumgartner, 1 <sup>st</sup> Member-at-Large	Cari Mertes, 2 <sup>nd</sup> Member-at-Large Debbi Gilles – Program Support Elizabeth Holleb – IGFOA President Diane Lantz – IGFOA Executive Director Beth Beaty – IGFOA Sr. Association Manager
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- II. Approval of Minutes (*Jeremy*)
  - a. November 28, 2023
  - b. Review of position duties
- III. Treasurer’s Report (*Brian*)
  - a. September 2023
  - b. November 2023
  - c. Review of position duties
- IV. 2024 Calendar Planning
  - a. GFOA Ethics in Action – Part II – March 5, 2024 at NIU Naperville
  - b. Review Chapter Handbook
  - c. 2024 Event Planning
  - d. 2024 Holiday Gathering – December 6, 2024 at Maggiano’s in Naperville
- V. Update from IGFOA President (*Elizabeth*)
- VI. Update from IGFOA Staff (*Diane and/or Beth*)
- VII. Other Business
  - a. Cancel or change March 2024 meeting. Currently scheduled for March 26, 2024.
- VIII. Meeting – February 27, 2024 at Noon
- IX. Adjourn

## **IGFOA - Chicago Metro Chapter Board Meeting**

### **November 28, 2023 - Meeting Minutes**

- I. Welcome and roll call: Denise called the meeting to order at 12:02 P.M.

Members Present:

Susana Arroyo – President  
Aileen – Co-Immediate Past President  
Denise Joseph – Co-Immediate Past President (Joined late)  
Brian Smith – Vice President  
Jeremy Andrykowski – Secretary  
Jamie Cunningham – Member-at-Large  
Debbi Gilles – Chapter Social Chair  
Elizabeth Holleb – IGFOA President  
Diane Lantz – IGFOA Executive Director  
Beth Beaty – IGFOA Sr. Association Manager

Members Absent:

None

- II. Approval of minutes:
- a. October 24, 2023 - meeting minutes were reviewed. Aileen motioned to approve. Jamie seconded. All were in favor. Motion carried and Minutes were approved.
- III. Treasurer's report:
- a. The Treasurer's Report for the period ending – August 31, 2023 – was reviewed. Aileen motioned to approve. Jamie seconded. All were in favor. Motion carried and the Treasurer's report was approved.
- IV. 2023 Calendar Planning:
- a. Holiday Gathering: Friday, December 1, 2023 – Maggiano's Naperville
    - i. Currently 87 attendees registered, and there will be another push for late registrations with target of 100 attendees.
    - ii. Fund raiser for Ruth Limpers will be announced.
    - iii. Annual business meeting walkthrough will take place at 11.
    - iv. GEN's Holiday event will take place after the meeting.
- V. Other Events:
- a. 2024 Holiday Gathering – December 6, 2024: Jamie is still searching for a venue. Discussions have begun with The Preserve of DuPage County.

- b. Recap: *GFOA Ethics in Action – Part II* is scheduled for March 5<sup>th</sup> in Naperville. Speakers have been lined up and CPE requirements being coordinated.
- c. Event planning guidelines:
  - i. Number of events – Preference is for no more than one event per quarter. Each should have a strong purpose and likelihood of success with positive impact on attendees. Timing of events should be coordinated with other calendar events.
  - ii. Reminder to bring ideas for Summer and Autumn 2024 events to the next meeting in January.
  
- VI. Update from IGFOA President (*Elizabeth*)
  - a. Strategic planning kickoff took place. New ideas need to be developed as this is the 5<sup>th</sup> year of a 5-year plan. They will be hosting a couple of retreats with a goal of having a draft by the February meeting.
  
- VII. Update from IGFOA Staff (*Diane and Beth*) –
  - a. Thanks to Aileen for her many years of service on the Board! We all appreciate her contributions over the years.
  
- VIII. Other Business
  - a. 2024 Chapter meetings will continue to be held virtually at 12:00PM, unless otherwise noted. There will be no meeting after the December business meeting in 2023.
  
- IX. Next Meeting – January 23, 2024, at 12:00PM - Virtual
  
- X. Adjourn – Aileen motioned to adjourn. Brian seconded. All were in favor. The motion carried and the meeting was adjourned at 12:35 P.M.

Meeting minutes prepared by Jeremy.

**Illinois Government Finance Officers Association  
Statement of Revenue and Expense  
For the Three Months Ending Saturday, September 30, 2023**

	<u>Curr Month Actuals</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Annual Budget</u>	<u>YTD Act to YTD Bud Var%</u>
<b>CHICAGO METRO CHAPTER</b>						
<b>Chicago Metro Revenue</b>						
Events Revenue	525.00	525.00	0.00	525.00	0.00	0.0%
Other Revenue	0.00	2,598.00	0.00	2,598.00	0.00	0.0%
<b>Chicago Metro Revenue</b>	<b>525.00</b>	<b>3,123.00</b>	<b>0.00</b>	<b>3,123.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Chicago Metro Expense</b>						
Event	176.32	176.32	0.00	176.32	0.00	0.0%
Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Chicago Metro Expense</b>	<b>176.32</b>	<b>176.32</b>	<b>0.00</b>	<b>176.32</b>	<b>0.00</b>	<b>0.0%</b>
<b>NET INCOME (DEFICIT) CHICAGO METRO CHAPTER</b>	<b>348.68</b>	<b>2,946.68</b>	<b>0.00</b>	<b>2,946.68</b>	<b>0.00</b>	<b>0.0%</b>

**Chicago Metro Chapter Cash Balance as of September 30, 2023 = \$5,471.67**

1/8/2024  
1:20 PM

**Illinois Government Finance Officers Association  
Statement of Revenue and Expense  
For the Five Months Ending Thursday, November 30, 2023**

	<u>Curr Month Actuals</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>YTD Variance</u>	<u>Annual Budget</u>	<u>YTD Act to YTD Bud Var%</u>
<b>CHICAGO METRO CHAPTER</b>						
<b>Chicago Metro Revenue</b>						
Events Revenue	3,005.00	4,995.00	0.00	4,995.00	0.00	0.0%
Other Revenue	0.00	2,598.00	0.00	2,598.00	0.00	0.0%
<b>Chicago Metro Revenue</b>	<b>3,005.00</b>	<b>7,593.00</b>	<b>0.00</b>	<b>7,593.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Chicago Metro Expense</b>						
Event	924.22	1,386.30	0.00	1,386.30	0.00	0.0%
Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Expense	89.88	89.88	0.00	89.88	0.00	0.0%
<b>Chicago Metro Expense</b>	<b>1,014.10</b>	<b>1,476.18</b>	<b>0.00</b>	<b>1,476.18</b>	<b>0.00</b>	<b>0.0%</b>
<b>NET INCOME (DEFICIT) CHICAGO METRO CHAPTER</b>	<b><u>1,990.90</u></b>	<b><u>6,116.82</u></b>	<b><u>0.00</u></b>	<b><u>6,116.82</u></b>	<b><u>0.00</u></b>	<b><u>0.0%</u></b>

Chicago Metro Cash Balance as of November 30, 2023 = \$8,641.81