

**IGFOA - Chicago Metro Chapter Board Meeting**  
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## **February 27, 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 (*Jamie*)
  - a. January 23, 2024
- III. Treasurer’s Report (*Jeremy*)
  - a. December 2023
- IV. 2024 Calendar Planning
  - a. GFOA Ethics in Action – Part II – March 5, 2024 at NIU Naperville
  - b. 2024 Event Planning
    - i. Continued support for those new to government
    - ii. Debt Recovery Program Resources
    - iii. Other Topic Suggestions (HR for Finance | CPA Reporting | Sexual Harassment Training | Grants)
  - c. 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 – TBD
- IX. Adjourn

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

I. Welcome and roll call: Susana called the meeting to order at 12:13 P.M.

Members Present:

Susana Arroyo – President  
Jeremy Andrykowski – Treasurer  
Jamie Cunningham – Secretary  
Kevin Baumgartner, 1st Member-at-Large  
Cari Mertes, 2nd Member-at-Large  
Debbi Gilles – Program Support  
Elizabeth Holleb – IGFOA President  
Diane Lantz – IGFOA Executive Director

Members Absent:

Denise Joseph – Immediate Past President  
Brian Smith – Vice President  
Beth Beaty – IGFOA Sr. Association Manager

II. Approval of minutes:

- a. November 28, 2023 - meeting minutes were reviewed. Susana motioned to approve. Cari seconded. All were in favor. Motion carried and Minutes were approved.
- b. Reviewed the duties of the secretary position – recordings would be helpful.

III. Treasurer's report:

- a. The Treasurer's Reports for the period ending – September and October 2023 – were reviewed.  
Jeremy motioned to approve. Kevin seconded. All were in favor. Motion carried.  
and the Treasurer's report was approved.
- b. Reviewed the duties of the treasurer position.

IV. 2023 Calendar Planning:

- a. Group discussed the GFOA Ethics in Action – Part II – March 5, 2024, at NIU Naperville, checking with Beth for time and when registration will open.
- b. Reviewed Chapter Handbook – Diane mentioned the handbook needs some updates, perhaps after strategic planning is completed.
- c. 2024 Event Planning – discussed whether we need to have an event just to have an event. If a topic comes up, we should consider planning an event for that purpose. We can use funds for a speaker.
- d. 2024 Holiday Gathering is secured– December 6, 2024, at Maggiano's in Naperville

VI. Update from IGFOA President (*Elizabeth*)

- a. IGFOA Board is working on the Strategic Plan 5th year of a 5-year plan.

VII. Update from IGFOA Staff (*Diane*) –

- a. Discussed feedback from the Holiday IGFOA Metro event.
  1. A little noisy
  2. Some people engaged in the event after lunch.
  3. Next year tell servers they can swap or add more wine at tables if requested.
  4. The script prepared beforehand is helpful and would be nice to have one month in advance to send to the Board for edits.

VIII. Other Business

IX. Next Meeting – February 27, 2024, at 12:00PM – Virtual

- a. Consider cancelling March meeting for Spring Break

X. Adjourn

Kevin motioned to adjourn. Jeremy seconded. All were in favor. The motion carried and the meeting was adjourned at 1:00 P.M.

Meeting minutes prepared by Jamie.

**Illinois Government Finance Officers Association  
Statement of Revenue and Expense  
For the Six Months Ending Sunday, December 31, 2023**

	<u>Curr Month</u> <u>Actuals</u>	<u>YTD</u> <u>Actuals</u>	<u>YTD</u> <u>Budget</u>	<u>YTD</u> <u>Variance</u>	<u>Annual</u> <u>Budget</u>	<u>YTD Act</u> <u>to YTD Bud</u> <u>Var%</u>
<b>CHICAGO METRO CHAPTER</b>						
<b>Chicago Metro Revenue</b>						
Events Revenue	300.00	5,295.00	0.00	5,295.00	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>300.00</b>	<b>7,893.00</b>	<b>0.00</b>	<b>7,893.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Chicago Metro Expense</b>						
Event	790.00	2,176.30	0.00	2,176.30	0.00	0.0%
Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Expense	100.00	189.88	0.00	189.88	0.00	0.0%
<b>Chicago Metro Expense</b>	<b>890.00</b>	<b>2,366.18</b>	<b>0.00</b>	<b>2,366.18</b>	<b>0.00</b>	<b>0.0%</b>
<b>NET INCOME (DEFICIT) CHICAGO METRO CHAPTER</b>	<b><u>(590.00)</u></b>	<b><u>5,526.82</u></b>	<b><u>0.00</u></b>	<b><u>5,526.82</u></b>	<b><u>0.00</u></b>	<b><u>0.0%</u></b>

**Chicago Metro Cash Balance as of December 31, 2023 = \$8,051.81**