



KSGFOA Board Meeting

August 7, 2020 | 9:00 –11:30 am
Via Zoom Meeting

Board Members

Kari Holwick, President | Ted Clemons, Vice-President | Ryan Adkison, Secretary | Matt Lawn, Treasurer | Matt Wolff, Past President | Ted Henry, Board Member | Jeremy Willmoth, Board Member | Kathleen VonAchen, Board Member | Larry Lindgren, Board Member | Tami Robison, Board Member | Rebecca Doehling, Board Member

Item

Old Business

1. Approve April 17, 2020 Board meeting minutes
2. KMAAG Update
3. Membership Benefit Research- Kathleen VonAchen

New Business

1. Review and approve 1st quarter financials (presented by Treasurer)
2. Presentation of 2020 status of membership
3. Marketing Report:
 - a. Website analytics
 - b. Website updates
4. 2020 Conference
 - a. Approve budget
 - b. Keynote update
 - c. Review sponsorship status
 - d. Review registration status
 - e. Budget Academy- update
 - f. Review speakers/topics (options related to COVID-19, economy, diversity)

5. Business meeting, including awards
6. Accounting Academy- 2021?
7. Board nominations/status

Announcements/Other

1. October meeting- social distancing in-person or Zoom?

Other Business

Adjourn



**KANSAS GOVERNMENT FINANCE
OFFICERS ASSOCIATION**

KSGFOA Board Meeting- Minutes

August 7, 2020 | 9:00 –11:30 am
Via Zoom Meeting

Board Members Present: Kari Holwick; Ted Clemons; Matt Lawn; Ted Henry; Jeremy Willmoth; Kathleen VonAchen; Larry Lindgren; Tami Robison; Rebecca Doehling; Paula Downs

Board Members Absent: Ryan Adkison; Matt Wolff

Agenda Items

Old Business

1. **Approve April 17, 2020 Board meeting minutes:** Motion- Matt Lawn, 2nd- Ted Henry- minutes approved- no questions
2. **KMAAG Update-** Board suggested delaying training until 2021 when organizations have an opportunity to determine staff training budgets. Can offer it virtually because many organizations have training dollars, but not travel dollars. Board will evaluate it at the October meeting. Training could be offered in April. This will benefit school districts, small cities and provide training for clerks across the state. Board will need to determine cost and format for training. No vote required
3. **Membership Benefit Research-** Kathleen VonAchen- Paula will connect with Kathleen to receive membership research for the October meeting

New Business

1. **Review and approve 1st quarter financials (presented by Treasurer)-** Motion- Ted Henry; 2nd-Larry Lindgren. Financial reports approved-no questions.
2. **Presentation of 2020 status of membership-** Membership is less than 2019 but membership usually increases with conference registrations. May see an increase once conference registration opens. Increase in membership funds due to the increase in membership fees. No vote required.
3. **Marketing Report:** No vote required
 - a. **Website analytics-** Paula will continue to provide the analytics report quarterly. If any other information is needed, what is reported can be updated. No action needed.

b. Website updates-

- i. Paula provided an update on information received via the survey to members on how to enhance the website. Paula will provide a summary report to Board members to review after the meeting. Board members will be asked to review list and provide 2 -3 examples/resources they can contribute.
- ii. Website is antiquated and cumbersome to update so some improvements may not be able to be made. Paula to provide cost and timeframe to update the website and provide to Board at October meeting. Will provide an example of a new website example for review after meeting.
- iii. Graduate Assistants will research suggested topics and begin to curate templates, etc. to increase the resource page
- iv. President/VP will review and approve resource additions
- v. When soliciting materials from the membership, there will be language included that says "no sales/product materials" will be accepted

4. 2020 Conference

- a. **Approve budget-** budget is a "break even" budget document. Motion-Matt Lawn; 2nd- Jeremy Willmoth. Speaker costs have been shifted to sponsors or free speakers- there will be no speaker expenses for the conference. No other questions. Budget approved.
- b. **Keynote update-** No vote required
 - i. Nick Kittle's 2020 contract has been updated with a new date- he has been confirmed for in-person presentation, under the 2020 terms (keynote, breakout session, book signing) for 2021.
- c. **Review sponsorship status:** No vote required
 - i. Currently have 6- \$1,000 sponsors- each sponsor will provide 1 conference session
 - ii. Currently have \$250 sponsor and 1 sponsor pending for \$1,000 or \$500
 - iii. Currently have \$6,250 in sponsorship funds (+ either \$1,000 or \$500)
 - iv. Paula to reach out to sponsors we typically have via personal email to get to the \$10,500 amount needed to break even
 - v. One sponsor is sponsoring for \$1,000, plus will give us \$2,000 to secure a keynote speaker
- d. **Review registration status-** No vote required
 - i. Now that sponsors have been confirmed, working with them to identify who will present and when
 - ii. Will develop a registration email that includes some of the topics/speakers and hopefully the keynote, so that everyone knows what they are signing up for.
 - iii. Will be finalizing sponsor benefits to inform registration
- e. **Budget Academy-** No vote required
 - i. Jeremy, Ryan, Matt L. are working with Ben Hart and Ryan Feldman- have developed the series outline and topics
 - ii. Will review the curriculum- on the calendar to start that in September
 - iii. Will be offered in the off year of the Accounting Academy
 - iv. Matt Lawn suggested and board agreed, to offer Budget Academy as a preconference option during the 2021 conference- then again in 2022.

- f. **Review speakers/topics:**
 - i. *Keynote topic/speaker ideas: (sponsor funded)*
 - 1. *SGR- Ron Holifield- servant leadership*
 - 2. *Listening- Dan Oblinger- SWAT Team, book author*
 - ii. *What's Next? Economic Trends*
 - iii. *Innovation for Organizations- (online services, etc.)*
 - iv. *Diversifying Funds*
 - v. *Resilience*
 - vi. *ICMA/NLC/GFOA- speakers from there on various topics*
 - vii. *BKD- provided topics to present. Board agreed to having "Governments & Management of COVID-19 Related Funding. Will ask them to talk about the complexity of federal funding and reporting and the confusion around spending before end of year. In addition, hesitancy to move forward with projects because not sure it qualifies for funding. This will be the first topic of the conference. Paula will confirm and schedule.*
- 5. **Business meeting, including awards:** No vote required
 - a. *Provide virtually*
 - b. *Create a way for members to vote for board members and approve the financial reports. Nominations will be sent to board, executive board to approve the board slate*
 - c. *Develop a newsletter type document that provides the yearly updates; upcoming information/announcements*
 - d. *Board agreed to postpone awards- Lifetime Achievement and Innovation award*
- 6. **Accounting Academy-** No vote required
 - a. *Board agreed to offer Academy in 2021*
 - b. *Provide in-person in KC area or offer virtually in 2-hour increments*
 - c. *Paula will reach out for instructors and identify a schedule and preference for delivery*
- 7. **Board nominations/status-** No vote required
 - a. *Suggestions: Hope Hernandez, Sedgwick County; Debbie Pack, Salina; Dodge City or Garden City; New staff member at McPherson*
 - b. *Paula will send out application solicitation to membership through the listserv*
 - c. **Current Board Status:**
 - i. *All current board members (except Larry who is retiring) have agreed to continue to serve*
 - ii. *Tami Robison has agreed to serve as Treasurer*
 - iii. *Jeremy and Rebecca will fill the 2023 board positions*
 - iv. *Need to fill a 2021 and 2022 board position*

Announcements/Other

- 1. **October meeting-** Meeting will be held virtually on October 23rd from 1:00 – 3:00. Paula will invite the two new board members.
- 2. ASPA will be having a free Zoom discussion on Systemic Racism presented by KU professor. Will be held September 9th at 11:00. Information available from Ted Clemons.

Other Business- no items

Adjourn

DRAFT