KSGFOA

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting

April 11, 2025 | 9:30 – 11:30 am
Virtual Meeting

Board Members

Johnette Shepek, President | Rebecca Doehling, Vice-President | Barry Smith, Secretary | Matt Koehn, Treasurer | Tami Robison, Past President | Richard Mikesic, Board Member | Rebekah McCurdy, Board Member | Rachelle Mathews, Board Member | Leann Johnson, Board Member | Hope Hernandez, Board Member | Bret Glendening, Board Member

Item

Old Business

1. Approve January 10, 2025, Board Meeting Minutes
2. Approve January 17, 2025, Board Meeting Minutes
3. Approve January 24, 2025, Board Meeting Minutes

New Business

1. Review and approve 1st quarter financials (presented by Treasurer)
2. Presentation of YTD 2025 status of membership
3. Update on Spring Symposium:
    a. Registrations
    b. Schedule
    c. Dr. Guo event Thursday night and conference Friday
4. 2025 Conference, Olathe, KS tentative dates November 5-7, 2025
    a. Items that PPMC negotiated with the venue this year
    b. Brainstorm topics/speaker ideas
    c. Discuss social event
    d. Confirm conference swag ideas

        i. Review pricing for items suggested at the January meeting.
    e. Discuss 3-hour Pre-Conference session and schedule
    f. Conference Scholarships – up to 5 scholarships
        i. When to open
        ii. When to close
    g. Date for September Board Meeting.

Announcements/Other

1. Upcoming Board Meetings
    a. July 17, 10:30 – 12:30 In-Person in Salina
    b. September ??, 2025 - 10:00 - 11:00- Virtual Meeting for final conference items
    c. November 5, 2025 - 9:30 – 1:00- In-Person (includes lunch) on site at the conference.

Other Business

Adjourn

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting

January 10, 2025 | 9:30 – 11:30 am
Virtual Meeting

Board Members

Johnette Shepek, President | Rebecca Doehling, Vice-President | Barry Smith, Secretary | Matt Koehn, Treasurer | Tami Robison, Past President | Richard Mikesic, Board Member | Rebekah McCurdy, Board Member | Rachelle Mathews, Board Member | Leann Johnson, Board Member | Jenny Newberry, Board Member

Item

- ***Jenny Newberry is no longer on the board***
- ***Rebekah McCurdy and Tami Robison were not in attendance***

Old Business

1. Approve November 6, 2024, Board Meeting Minutes: *Discussion over the minutes – Need to correct Matt's last name to Koehn on all instances – Motion to approve as amended by Matt Koehn, second by Rick Mikesic.*
2. Notes from Lessons Learned from the Fall Conference: *Reviewed conference debrief notes.*
3. From the New Business – November 6, 2024, meeting - Discuss and Approve Conference Budget Actuals at January 2025 Board Meeting: *Reviewed 2024 Fall Conference budget to actuals – Discussed individual line items to go over variances – Laura will check and see where the sales of additional swag was receipted since it was not on the actuals – Matt Koehn stated there is a $170 revenue line for "Hoodies" on the financial report – Jamie will create a 4 year comparison of past conference budget to actuals.*
4. Discuss Embassy Hotel food discount: *This was the 20% discount for running out of hot food at the vendor reception – Could not apply discount to the liquor portion. Rebecca asked about refunding the vendor sponsor fee – Johnette will talk with Tami about her conversation with AGH to see if they were fine with receiving some sort of refund etc.*

New Business

1. Review and approve 4th quarter financials (presented by Treasurer): *Matt presented the financial statements and went over the meeting with PPMC regarding financials – All starting balances and cash balances are accurate and up to date – Operating fund ended close to what was budgeted with a deficit of $2,213 compared to a budgeted deficit of $2,925 – Conference Fund ended as expected – Johnette requested a separate meeting with Christian for an educational meeting about the financial reporting from PPMC – Jamie will setup a workshop to go over this. Academy and Symposium funds were as expected. Will close out Symposium and Academy fund when these financials are approved – Johnette Shepek motioned, Rachelle Matthews second – Motion approved with one Nay (Rick Mikesic)*
2. Presentation of YTD 2025 status of membership: *Reviewed 2024 membership status – Membership status increased from 2023 but still lower then 2022 – Will discuss potential outreach efforts for the board throughout this year to increase membership.*
3. 2024 Conference
    a. Approve budget actuals – discussion in Old Business: *WAS THIS APPROVED?*
    b. Review conference survey results: *Reviewed conference survey results and ratings – Discussed potential ways to increase response rates, potentially a QR code at the end of each day or each session to get immediate feedback from the attendees – PPMC stated they have a few options we can try.*
4. 2025 Spring Symposium: *Thursday May 1st and May 2nd – Jamie and Misty are meeting with Dr. Guo next week about where he is wanting to host his sessions on the 2nd and how to handle conference registrations – Discussion on location for the conference was held for the Drury or on campus at the Marcus Welcome Center – Discussion was held about the 2025 Spring Symposium budget regarding the PPMC personnel cost – Updated Spring Symposium – Will move to the Marcus Welcome Center for the conference.*
    a. Keynote suggestions
    b. Topics/Speakers
        i. *Macie Smith – Kansas Division of Legislative Post Audit – Transient Guest Tax Revenues.*
        ii. *Cyber safety/fraud/etc. policies*
        iii. *Reserve policy*
        iv. *Carrie Cox with AGH – Leadership Training idea/email*
        v. *Scott Lloyd – KMAAG Topic*
        vi. *LKM – Banking Rules*
        vii. *Elected Officials – From their perspective*
        viii. *Personality Types*
        ix. *Mission vision and values*
        x. *Strategic and Capital Planning*
        xi. *Developing employees for retention and growth*
        xii. *Rewarding high performers*
        xiii. *Build successful teams*
        xiv. *IRB/TIF/STAR Bond – Eco Devo incentives*
        xv. *Kansas Public Policy and Management Center speaker - Mehmedovic*

c. Registration fee change from $165 to $175 - *$165*
d. Dr. Guo Partnership: *Jami and Misty will update the board after their meeting with Dr. Guo*

5. 2025 Conference
   a. Discuss location and dates – Embassy Suites, Olathe, KS: *Laura will get some availability dates from mid-October through the first week of November and we will decide on a date during April's meeting.*
      i. *Discuss format of days: Discussion was held. Will keep the same format as previous conferences*
         1. *Change to two full days and move preconference to last day*
         2. *Same format but keep last day optional*
   b. Discuss keynote speaker information
      i. *Artificial Intelligence (the speaker at the National Conference was great).*
      ii. *Leadership – Sam Glenn*
      iii. *JOCO Budget Office Presentation on current projects*
   c. Brainstorm topics/speaker ideas: *Generational challenges, personalities, human resources, Capital Planning, policy review, how to build a budget – send ideas to Jamie and Laura*

Lost quorum at this point. Will send out new board member applications and new meeting invite to finish out this agenda – Meeting was adjourned.

d. Discuss social event information
e. Confirm conference swag ideas
f. Approve draft budget
g. Discuss tracking of CEU credits

6. GFOA Conference June 29 – July 2, 2025 Washington D.C.
   a. Evening Reception Budget
   b. Board members attending GFOA conference
7. Update on CPFO Scholarships/Board Position/Conference Scholarship/Conference Award Notification Schedule
8. 2025 Board Position Update
9. Sponsor benefits and cancellation
10. Discuss changes to membership pricing
    a. Last increase was Oct. 9, 2019:
    Matt Lawn moved, Larry second to raise membership fees for KSGFOA
    Associate from $250 to $300
    Regular from $50 to $75
    Retired (new category)- $25
    Student remain the same at $5

Announcements/Other

1. Upcoming Board Meetings

a. Friday, April 11, 2025 – 9:30 – 11:300 (Virtual Meeting)
b. Thursday, July 17, 2025 - 10:30 – 12:30 (meeting until 12:30 or 1:00 and lunch after) In-Person in Salina
c. September ??, 2025 - 10:00 - 11:00- Virtual Meeting for final conference items
d. October/November ??, 2025 - 9:30 – 1:00- In-Person (includes lunch) on site at the conference.

Other Business

Adjourn

KSGFOA

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting

January 17, 2025 | 9:00 – 9:15 am
Virtual Meeting

Board Members

Johnette Shepek, President | Rebecca Doehling, Vice-President | Barry Smith, Secretary | Matt Koehn, Treasurer | Tami Robison, Past President | Richard Mikesic, Board Member | Rebekah McCurdy, Board Member | Rachelle Mathews, Board Member | Leann Johnson, Board Member | Hope Hernandez, Board Member

Item

Richard Mikesic, Rebekah McCurdy, and Hope Hernandez were absent from the meeting.

Old Business

1. Discuss changes to membership pricing
    a. Last increase was Oct. 9, 2019:
    Matt Lawn moved, Larry second to raise membership fees for KSGFOA
        Associate from $250 to $300
        Regular from $50 to $75
        Retired (new category)- $25
        Student remain the same at $5

Discussion was held regarding potential fee increases amongst the board. Decision was made to keep the membership fee the same for 2025. Will send out communication in April regarding 2026 membership fees increasing $25 per category.

- motion by Rachelle Mathews to keep 2025 membership rates at current rates and increase 2026 rates by $25 across all categories –Leann Johnson second - vote passed unanimously.

2026 Membership Rates
Associate - $325
Regular - $100
Retired - $50
Student - $30

Adjourn

KSGFOA

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Special Board Meeting

January 24, 2025 | 9:30 – 11:30 am
Virtual Meeting

Board Members

Johnette Shepek, President | Rebecca Doehling, Vice-President | Barry Smith, Secretary | Matt Koehn, Treasurer | Tami Robison, Past President | Richard Mikesic, Board Member | Rebekah McCurdy, Board Member | Rachelle Mathews, Board Member | Leann Johnson, Board Member | Hope Hernandez, Board Member

Item

Rachelle Mathews was not in attendance. All other members were present.

Old Business

1. Board Application Review

   Motion by Rebecca Doehling to recommend Bret Glendening to fill the board vacancy for the 2025 term. - 2nd by Leann Johnson - motion passes unanimously

2. Dr. Guo Partnership at Spring Symposium and Sponsorships

   Reviewed the recap email from Jamie regarding her discussion with Dr. Guo about the Spring Symposium. Dr. Guo stated the sponsorship from last year was a one-time contribution and will not continue going forward. Agreed to reach out to Dr. Guo to get feedback on what panel discussion he could provide for the Board's review.

   Spring Symposium sponsorships. Discussion was held regarding adding sponsorship options for the Spring Symposium. Richard Mikesic motioned to offer a $500 sponsorship that would allow for the sponsor to have 1 free attendee for the conference. 2nd by Recca Doehling – Unanimously passed.

   Spring Symposium will continue as programmed even though we are budgeted at a loss.

3. Finish the following items from Jan. 10th meeting:
   1. ~~Review and approve 4th quarter financials (presented by Treasurer)~~
   2. ~~Presentation of YTD 2025 status of membership~~
   3. ~~2024 Conference~~
      a. ~~Approve budget actuals – discussion in Old Business~~
      b. ~~Review conference survey results~~
   4. ~~2025 Spring Symposium~~
      a. ~~Keynote suggestions~~
      b. ~~Topics/Speakers~~
         i. ~~*Macie Smith – Kansas Division of Legislative Post Audit – Transient Guest Tax Revenues.*~~
         ii. ~~*Cyber safety/fraud/etc. policies*~~
         iii. ~~*Reserve policy*~~
      c. ~~Registration fee change from $165 to $175~~
      d. ~~Dr. Guo Partnership~~
   5. ~~2025 Conference~~
      a. ~~Discuss location and dates – Embassy Suites, Olathe, KS~~
         i. ~~*Discuss format of days*~~
            1. ~~*Change to two full days and move preconference to last day*~~
            2. ~~*Same format but keep last day optional*~~
      b. ~~Discuss keynote speaker information~~
         i. ~~*Artificial Intelligence (the speaker at the National Conference was great).*~~
         ii. ~~*Leadership – Sam Glenn*~~
      c. ~~Brainstorm topics/speaker ideas~~

         Quorum lost, meeting adjourned

      d. Discuss social event information

         Discussed social event from the 2024 conference. Discussed potential social events for 2025. Discussed game show battle rooms – Laura will get group rate pricing and present it to the board. Will also get pricing for the mini golf event proposed last year. Will decide at the April Board meeting.

      e. Confirm conference swag ideas

         Hoodies and Bags were a big hit last year as well as the mugs for the speaker gifts. Discussed potential clothing options: ¾ zip pullovers, polo/fleece shirts, sweatshirts, etc. Laura will get pricing and put together some options to present. Speaker gifts will be the same clothing option as the attendees.

      f. Approve draft budget

         Matt Koehn motion to approve the draft budget for the Fall conference. 2nd by Rebekah McCurdy – unanimously passed

      g. Discuss tracking of CEU credits

         Will keep the CEU process the same as previous conferences

   6. GFOA Conference June 29 – July 2, 2025 Washington D.C.
      a. Evening Reception Budget
      b. Board members attending GFOA conference

~~*Matt Koehn motioned to approve reimbursement for costs associated for Jamie Buster to attend the annual GFOA conference in DC. 2nd by Leann Johnson – Unanimously approved. Jamie will put together some options and a budget for an evening reception for attendees from Kansas.*~~ *– This has been removed due to the removal of this item from the contract between PPMC and KSGFOA.*

Motion from Leanna Johnson to send one of the executive board members to the annual conference. 2nd by Hope Hernandez – Unanimously approved

7. Update on CPFO Scholarships/Board Position/Conference Scholarship/Conference Award Notification Schedule
   Matt Kohen Motioned to approve the CPFO scholarship at the new cost with a July 11th deadline. 2nd by Rebeckah McCurdy

   Tami Robison motioned to approve 5 KSGFOA 2025 Annual conference scholarships. 2nd by Rebeckah McCurdy. Unanimously approved
8. 2025 Board Position Update
   Covered in Old Business

9. Sponsor benefits and cancellation
   Discussion was had about sponsorship cancellations and adding language for a refund/cancellation policy. Leann Johnson motioned to adopt language stating any sponsorship cancellations requested 30 days or more before the conference start date will be refunded at 50%. Any sponsorship cancellations within 30 days of the start date of the annual conference will not be refunded. The executive board may, at their discretion, alter the amount of the refund upon further review of the request. 2nd by Richard Mikesic – Unanimously passed

10. Discuss changes to membership pricing – Item discussed Jan. 17, 2025 special meeting
    a. Last increase was Oct. 9, 2019:

    Matt Lawn moved, Larry second to raise membership fees for KSGFOA
    Associate from $250 to $300
    Regular from $50 to $75
    Retired (new category)- $25
    Student remain the same at $5

Announcements/Other

1. Upcoming Board Meetings
   a. Friday, April 11, 2025 – 9:30 – 11:30 (Virtual Meeting)
   b. Thursday, July 17, 2025 - 10:30 – 12:30 (meeting until 12:30 or 1:00 and lunch after) In-Person in Salina
   c. September ??, 2025 - 10:00 - 11:00- Virtual Meeting for final conference items

d. October/November ??, 2025 - 9:30 – 1:00- In-Person (includes lunch) on site at the conference.

Other Business

1. Scholarships – when to launch and deadlines.
2. 2025 Contract additions.
   Will accept the language proposed in the contract amendment regarding the 10-day approval time frame and anything not reviewed in 30 days will be assumed to be approved.

Adjourn

Leann Johnson motion to adjourn. 2nd by Richard Mikesic. Unanimously approved

KSGFOA Operating Fund
Budget Document
For the 3 Months ending March 31, 2025

	2025 Q1 Actual (Oct-Dec)	2025 Budget	2025 YTD Actual	Over/(Under) Budget
Beginning Cash Balance	**45,022**		**45,022**	
Revenues				
Transfer in from Symposium		-	-	-
Net Revenue from Acct/Budget Academy		1,500	-	(1,500)
Net Revenue from Fall Conference		1,500	-	(1,500)
Membership Dues	12,275	14,575	12,275	(2,300)
Total Revenues	12,275	17,575	12,275	(5,300)
Expenses				
Board Expense		100	-	(100)
PPMC - Management	3,719	9,365	3,719	(5,646)
PPMC - Travel		2,500	-	(2,500)
PPMC - Marketing		100	-	(100)
Credit Card Fees		700	-	(700)
Postage		700	-	(700)
Copying/Printing		100	-	(100)
Scholarships Transfer to Academy	972	-	972	972
Web	500	1,300	500	(800)
Total Expenses	5,191	14,865	5,191	(9,674)
Net Income (Loss)	**7,084**	**2,710**	**7,084**	**4,374**
Changes in Accounts Receivable	**125**		**125**	
Ending Cash Balance	**51,981**		**51,981**	

KSGFOA Conference Fund
Budget Document
For the 3 Months ending March 31, 2025

	2025 Q1 Actual (Oct-Dec)	2025 Budget	2025 YTD Actual	Over/(Under) Budget
Beginning Cash Balance	**$ 72,721**	**$ 18,770**	**$ 72,943**	**$ 54,173**
Revenues				
Conference Sponsorship & Advertising		32,000		(32,000)
Conference Registration	-365	38,680	-365	(39,045)
Scholarship Fees				0
Total Revenues	$ (365)	$ 70,680	$ (365)	$ (71,045)
Expenses				
Personnel	13,950	14,580	13,950	-630
Equipment Rental (technology)	6,642	7,000	6,642	-358
Room Rentals	2,250	2,750	2,250	-500
Meals/Refreshments	17,439	23,000	17,439	-5,561
Vendor Tables (30 tables x 25 per/table)		750	0	-750
Vendor Reception	1,433	3,000	1,433	-1,567
Social Event		4,500	0	-4,500
Board Meeting Lunches		250	0	-250
Copying/Printing		400	0	-400
Postage		185	0	-185
Supplies (conference swag)	1,130	4,000	1,130	-2,870
Speaker/Faciliatation (Fee) - Keynote		5,000	0	-5,000
Speaker Fee- General Sessions		950	0	-950
Speaker Hotel (Keynote + 2 speakers)		680	0	-680
Speaker Gifts		400	0	-400
Sponsor Thank you		75	0	-75
On-Line Credit Card Exp.		1,500	0	-1,500
Misc. Expenses (awards, nametags, etc.)	-32	350	-32	-382
Total Expenses	$ 42,812	$ 69,370	$ 42,812	$ (26,558)
Net Income (Loss)	**$ (43,177)**	**$ 1,310**	**$ (43,177)**	**$ (44,487)**
Changes in Accounts Receivable	$ 500	$ -	$ 125	$ 125
Ending Cash Balance	**$ 30,044**	**$ 20,080**	**$ 29,641**	**$ 9,561**

KSGFOA Symposium Fund
Budget Document
For the 3 Months ending March 31, 2025

	2025 Q1 Actual (Oct-Dec)	2025 Budget	2025 YTD Actual	Over/(Under) Budget
Beginning Cash Balance	**$ 4,384**	**$ -**	**$ 4,384**	**$ -**
Revenues				
Registration Fees	5120	8,100	5,120	(2,980)
Conference Sponsorships & Advertising	0	0	0	0
Total Revenues	$ 5,120	$ 8,100	$ 5,120	$ (2,980)
Expenses				
Personnel	3,145	7,210	3,145	(4,065)
Facility Rental	0	450	0	(450)
Equipment Rental (MRC)	0	1,000	0	(1,000)
Meals/Refreshments	0	2,600	0	(2,600)
Copying/Printing	0	120	0	(120)
Supplies	0	50	0	(50)
Honorarium(s)	0	0	0	0
Speaker/Facilitation	0	4,000	0	(4,000)
WSU Staff/Faculty	0	0	0	0
Travel	0	0	0	0
Gifts	0	40	0	(40)
Credit Card Fees	0	300	0	(300)
Travel (Staff)	0	0	0	0
Misc Expenses	0	0	0	0
Scholarships	0	0	0	0
Transfer out to Operating	0	0	0	0
Other	0	0	0	0
Total Expenses	$ 3,145	$ 15,770	$ 3,145	$ (12,625)
Net Income (Loss)	**$ 1,975**	**$ (7,670)**	**$ 1,975**	**$ 9,645**
Changes in Accounts Receivable	$ 660	$ -	$ 660	$ 660
Ending Cash Balance	**$ 5,699**		**$ 5,699**	

KSGFOA Academy Fund
Budget Document
For the 3 Months ending March 31, 2025

	2025 Q1 Actual (Oct-Dec)	2025 Budget	2025 YTD Actual	Over/(Under) Budget
Beginning Cash Balance	**$ 9,876**	**$ -**	**$ 9,876**	**$ -**
Revenues				
Registration Fees	0	0	0	0
Conference Sponsorships & Advertising	0	0	0	0
Transfer In from Operating	972	0	972	
Miscellaneous	0	0	0	0
Total Revenues	$ 972	$ -	$ 972	$ -
Expenses				
Personnel	2,125	0	2,125	2,125
Facility Rental	0	0	0	0
Equipment Rental (MRC)	0	0	0	0
Meals/Refreshments	0	0	0	0
Copying/Printing	0	0	0	0
Supplies	0	0	0	0
Honorarium(s)	0	0	0	0
Speaker/Facilitation	0	0	0	0
WSU Staff/Faculty	0	0	0	0
Travel	0	0	0	0
Gifts	0	0	0	0
Credit Card Fees	0	0	0	0
Travel (Staff)	0	0	0	0
Misc Expenses	0	0	0	0
Scholarships	0	0	0	0
Transfers	0	0	0	0
Other		0	0	0
Total Expenses	$ 2,125	$ -	$ 2,125	$ 2,125
Net Income (Loss)	**$ (1,153)**	**$ -**	**$ (1,153)**	**$ (2,125)**
Changes in Accounts Receivable	$ -			
Ending Cash Balance	**$ 8,723**		**$ 8,723**	

KSGFOA MEMBERSHIP REPORT
As of: April 11, 2025

Membership Type	2021 Final		2022 Final		2023 Final		2024 Final		2025	
	Number	Amount	Number	Amount	Number	Amount	Number	Amount	Number	Amount
Individual	185	$ 13,875.00	193	$ 14,475.00	181	$ 13,575.00	187	$ 14,025.00	133	$ 9,975.00
Association	13	$ 3,900.00	15	$ 4,500.00	11	$ 3,300.00	8	$ 2,400.00	7	$ 2,100.00
Association Add'l Individuals					3	$ 300.00	3	$ 300.00	0	$ -
Retired	0	$ -								
Student	2	$ 10.00		$ -	1	$ 5.00	2	$ 10.00	0	$ -
Clerks	12	$ 600.00	14	$ 700.00	12	$ 600.00	11	$ 550.00	7	$ 350.00
Total	**212**	**$ 18,385.00**	**222**	**$ 19,675.00**	**208**	**$ 17,780.00**	**211**	**$ 17,285.00**	**147**	**$ 12,425.00**

2025 KSGFOA Spring Symposium

	2024 Budget	2024 Budget Actuals	2025 Budget
Total Participants	**62**	**48**	**50**
Revenue			
Registration Fees			
Early Registration Fees- $165 p/p	$8,370.00	$6,480.00	$8,250.00
Student/Intern Fees- $25 p/p	$25.00	$0.00	$0.00
Hugo Wall Contribution	$4,000.00	$3,000.00	$0.00
Total	**$12,395.00**	**$9,480.00**	**$8,250.00**
Expenses			
Personnel	$3,145.00	$3,145.00	$7,210.00
Facility Rental	$450.00	$450.00	$450.00
Equipment Rental (MRC)	$1,500.00	$78.00	$1,000.00
Meals/Refreshments	$2,500.00	$2,638.42	$2,600.00
Copying/Printing	$200.00	$118.90	$120.00
Supplies	$100.00	$42.91	$50.00
Honorarium(s)			
Speaker/Faciliatation	$4,000.00	$1,582.13	$4,000.00
WSU Staff/Faculty			
Travel			
Gifts	$40.00	$40.00	$40.00
Credit Card Fees	$300.00	$185.50	$300.00
Travel (staff)			
Misc. Expenses (conference swag)			
Total	$12,235.00	$8,280.86	$15,770.00
Profit/Loss	**$160.00**	**$1,199.14**	**-$7,520.00**

2025 KSGFOA Annual Conference Budget

	Budget
Total Registrations	**140**
Revenue	
Member Registration Fees	
Early, Early (55 x $225)	$12,375.00
Early (45 x $250)	$11,250.00
Late (25 x $275)	$6,875.00
Non-Member Registration Fees	
Early, Early (3 x $300)	$900
Early (5 x $325)	$1,625
Late (3 x $350)	$1,050
Student Registration Fees (2 x $35)	$70.00
Clerk Registration Fees (2 x $225)	$450.00
Pre-Conference (1/2 day session)	
Member (30 x $75)	$2,250.00
Non-Member (5 x $90)	$450.00
Refund Revenue	$60.00
Social Tickets (30 x $40)	$1,200.00
Award Luncheon (5 additional attendees x $25)	$125.00
Sponsorships	$32,000
Total	**$70,680.00**
Expenses	
Personnel	$14,580
Equipment Rental (technology)	$7,000
Room Rentals	$2,750
Meals/Refreshments	$23,000
Vendor Tables (30 tables x 25 per/table)	$750
Vendor Reception	$3,000
Social Event	$4,500
Board Meeting Lunches	$250
Copying/Printing	$400
Postage	$185
Supplies (conference swag)	$4,000
Speaker/Faciliatation (Fee) - Keynote	$5,000
Speaker Fee- General Sessions	$950
Speaker Hotel (Keynote + 2 speakers)	$680
Speaker Gifts	$400
Sponsor Thank you	$75
On-Line Credit Card Exp.	$1,500
Misc. Expenses (awards, nametags, etc.)	$350
Total	**$69,370.00**
Profit/Loss (revenue - expenses)	$1,310.00

postage	160.6	postcard mailing	
Print Shop	325.85	Program	
	18.45	Single Preconference	
credit card 11/20	552.83		
KC culinary	500		
KC culinary	3940		
Kirkpatrick deposit	$3,000		
Kirkpatrick speaker	3000		
Books for Kirkpatrick			
messenger bags	3331.28		
speaker swag gifts	45.46	21.75	
Speaker Cups	343		
nametags 2 sets	48.4		
Engraving	110		
Hotel speakers	397.06		Christian P card
	198.53		
Travel- hotel	397.06	Sarah G	
	595.59	Sarah S.	
laptops			

200
200
200
148.83
194.83
50
200
552.02

Embassy Suites

Things we negotiated that were not in the contract last year and we paid for:

- Free Podiums – last year charged $50 per podium per day
- 20% off all in house AV use
- 1 free sleeping room for every 40 nights
- The first 20 vendors' tables will be at no cost to us.

The conference space is held for Wednesday Nov 5 through Friday Nov. 7, 2025.

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting Minutes

April 11, 2025 | 9:30 – 11:30 am
Virtual Meeting

Board Members

Johnette Shepek, President | Rebecca Doehling, Vice-President | Barry Smith, Secretary | Matt Koehn, Treasurer | Tami Robison, Past President | Richard Mikesic, Board Member | Rebekah McCurdy, Board Member | Rachelle Mathews, Board Member | Leann Johnson, Board Member | Hope Hernandez, Board Member | Bret Glendening, Board Member

Item

Old Business

- Approve January 10, 2025, Board Meeting Minutes
  Motion by Johnette Shepek, 2nd by Rachelle Mathews – Unanimously approved
- Approve January 17, 2025, Board Meeting Minutes
  Motion by Rachelle Mathews, 2nd by Rebecca Doehling – Unanimously approved
- Approve January 24, 2025, Board Meeting Minutes
- *Motion by Rebecca Doehling, 2nd by Rebekah McCurdy – Unanimously approved*

New Business

1. Review and approve 1st quarter financials (presented by Treasurer)
   Reviewed and discussed Q1 2025 Financials. Jamie Buster noted that the expenses for the budget academy binders were paid by PPMC in 2024. This expense will be moved to the KSGFOA Budget Academy Fund in 2025 Q2. For Q2, Matt Koehn will shift the budget column to the front and then add in a conference budget to actuals column for clarity when comparing fall conference budget to actuals. Motion to approved as amended (update months in 2025 Q1 from Oct-Dec to Jan-Mar) by Richard Mikesic 2nd by Bret Glendening - Unanimously approved

2. Presentation of YTD 2025 status of membership

   Discussed status of membership report. Currently at 131 compared to 155 in the same period last year. Details were requested to compare registrations and see why membership is down. PPMC will send out reminder email stating, if membership is not renewed, access to the listserv will be removed. Will give members until the end of April to renew before scrubbing the listserv member list. This will become an annual process to scrub the listserv on March 31st each year.

3. Update on Spring Symposium:
   a. Registrations

      38 registered as of today $6,290 in registration fees – 2 sponsors generating $1,500 in sponsorship revenue. Will not have facility rental, speaker fees are at $680, and equipment rental will be minimal which will save on expenses.

   b. Schedule

      Will update the schedule on the website with confirmed speakers and topics. The remaining two spots will be updated once speakers are confirmed. Discussed additional items for speakers to touch on. Awaiting a reply from Mark Manning for confirmation on presenting the transient guest tax topic. Johnette Shepek will do the welcome and board member introductions. Johnette will send out a sign-up list for board members to select which presentation they will introduce. Look at getting a QR code for member surveys once presentations/conference is over. Will give the speakers remaining messenger bags and cups we have left over.

   c. Dr. Guo event Thursday night and conference Friday

      Dr. Guo wanted to reiterate that everyone who is registered is invited to his conference on Friday.

4. 2025 Conference, Olathe, KS tentative dates November 5-7, 2025
   a. Items that PPMC negotiated with the venue this year

      Discussed items PPMC negotiated for the Fall conference:

      - *Free Podiums – last year charged $50 per podium per day*
      - *20% off all in house AV use*
      - *1 free sleeping room for every 40 nights – will use to offset speaker travel costs*
      - *The first 20 vendors' tables will be at no cost to us.*

      Reviewed contract with Embassy Suites. Motion to approve the Embassy Suites contract by Tami Robison, 2nd by Richard Mikesic – Unanimously approved
      Thank you PPMC for these additional negotiated discounts!

   b. Brainstorm topics/speaker ideas

      Jamie reported we have been solicited quite frequently from keynote speakers and presented some speakers/topics for consideration. The board discussed speakers and potential topics. Jamie will reach out to the preferred speakers to see who can be confirmed for the keynote and possibly a general presentation. Board members will submit other topics via email to Jamie.

c. Discuss social event
Game Show event – Laura will send details on pricing to the board – Will also investigate other ideas.

d. Confirm conference swag ideas
    i. Review pricing for items suggested at the January meeting.
    The board discussed swag ideas. Decided on the blue dri-fit quarter zip pullover for attendees

e. Discuss 3-hour Pre-Conference session and schedule
Discussion was held on potential topics. Will revisit at the next board meeting.

f. Conference Scholarships – up to 5 scholarships
    i. When to open
    ii. When to close
    Will discuss at the July board meeting.

g. Date for September Board Meeting.
    Johnette will send an email to the board to determine the July in person board meeting location as well as dates to consider for the September board meeting.

Announcements/Other

1. Upcoming Board Meetings
    a. July 17, 10:30 – 12:30 In-Person in Salina

    b. September ??, 2025 - 10:00 - 11:00- Virtual Meeting for final conference items

    c. November 5, 2025 - 9:30 – 1:00- In-Person (includes lunch) on site at the conference.

Other Business

Adjourn