KSGFOA

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting

February 23, 2024 | 9:30 – 10:00 am
Virtual Meeting

Board Members

Tami Robison, President | Johnette Shepek, Vice-President | Rebecca Doehling, Secretary | Hope Hernandez, Treasurer | Matt Lawn, Past President | Richard Mikesic, Board Member | Rachelle Mathews, Board Member | Barry Smith, Board Member | Vacant, Board Member | Matt Koehn, Board Member | Jenny Newberry, Board Member

Board Members in attendance:

Tami Robison, Johnette Shepek, Rebecca Doehling, Hope Hernandez, Richard Mikesic, Rachelle Mathews, Barry Smith, Matt Koehn, Jenny Newberry

Item

New Business

1. Review and approve board vacancy for position expiring in 2025

Other Business

Adjourn

KANSAS GOVERNMENT FINANCE OFFICERS ASSOCIATION

KSGFOA Board Meeting Minutes

January 26, 2024 | 9:00 – 11:00 am
Virtual Meeting

Board Members

Tami Robison, President | Ted Henry, Vice-President | Johnette Shepek, Secretary | Rebecca Doehling, Treasurer | Matt Lawn, Past President | Richard Mikesic, Board Member | Rachelle Mathews, Board Member | Barry Smith, Board Member | Hope Hernandez, Board Member | Matt Koehn, Board Member | Jenny Newberry, Board Member

All board members were in attendance for the meeting

Item

Old Business

1. Approve November 1, 2023, Board Meeting Minutes - *Motion to approve, Rachelle Mathews, Second, Jenny Newberry. Approved anonymously with no discussion.*
2. Update on Budget Academy- suggestions for KC space. *Paula indicated that Baker Tilly will hold the 2024 Budget Academy. Needing a KC location for the academy at end of August – first of September with a capacity of approx. 30 people for 2 consecutive days. Johnette volunteered to help look for a JoCo location.*

New Business

1. Review and approve 4th quarter financials (presented by Treasurer) - *Rebecca Doehling presented the 4 funds 4th quarter financials reports. Still expenses coming in from the conference. Motion to approve, Barry Smith, Second, Johnette Shepek. Approved anonymously with no discussion.*
2. Presentation of YTD 2024 status of membership. *Paula provided the end of the year report. She indicated we tend to get more members join towards conference time. We already have 100 members. It was suggested to try to get membership with the Treasurer's Association. Tami*

Robinson suggested contacting the Riley County Treasurer, Shilo Heger to help cheerlead for membership to KSGFOA

3. 2023 Conference
    a. Approve budget actuals - *Paula provided an overview of the 2023 conference results. It Included: 128 in attendance. The big gain in 2023 was the 30 sponsors donating $34,750, generating a $2,800 profit margin. Motion to approve, Johnette Shepek, Second, Barry Smith.*
    b. Review conference survey results. *Paula reported the survey went out. 21 people completed the survey but they didn't answer all questions. A few surveys had overall negative feedback which included a desire to go back to Olathe vs. Overland Park. There was some Conference Topic ideas shared. The State of Kansas finance officer provided feedback that he felt like we were missing the state finance office employees.*
4. 2024 Spring Symposium
    a. Keynote suggestions. *Paula met with Dr. Guo to discuss the Midwest Public Conference. This year, he is supporting an academic conference in Omaha. He Provided suggestion on Key Note Speakers and financial support of $3-5K. His suggestions for Key Note Speakers include: Justin Marlow University of Chicago – writes on Municipal Finance, a Professor from OU, disaster mitigation and Kyle from GFOA. He suggested topics that would connect, AI and Finance. Last year the Key Note Speakers cost $1K. 2024 budget includes $4K line item for speaker. Paula will reach out to Justin and Kelly Barnes.*
    b. Topics/Speakers. *Suggestions on possible speakers include Grant funding opportunities, Cybersecurity, Infrastructure, AI or water programs, grant writing, user fees and how to establish, and Risk Management - Disaster Recovery. The general theme of suggestions sounds like a "Other Duties as assigned" conference. Other added suggestion for Fun Topics such as "New Work Week". Mores suggestions included EMMA disclosure and documentation, Compensation, progression plans, and wage studies, working Relationships with Elected Officials, effective communication – direct to point, KISS principle, and difficult conversations. Possibly an Elected official presentation – financials write for impact. April 18 or May 2 save the date to be sent out by Paula/*
    c. Dr. Guo Partnership – *offered partnership, funding, speakers,*
5. 2024 Conference
    a. Discuss location. *Survey results suggested returning back to Olathe. Paula contacted Embassy Suites - Olathe Conference Center. November 6, 7, & 8 are available. Inquire about 3rd week in October, 2024.*
    b. Discuss keynote speaker information. *How much to spend? Line Item Budget $6K.*
    c. Brainstorm topics/speaker ideas. *Paula shared list from the survey topic ideas. Plus topic ideas from Spring Symposium mentioned above. Other suggestions include engagement with Community and finance, ARPA and GFOA presentation, and Single audit considerations. Discussed Pre-conference topics. Barry offered to present a "How to session" on property tax calculator. It was suggested a session on Ethics topic (AG*

office presentation - Hacker) for certification credits. Team Building and Leadership (hybrid workplace and/or multi-generational management).

d. Discuss social event information. *Paula indicated the Olathe location is challenging for social events. Suggestions included Chicken and Pickle, a Winery, Culinary Class, an On-site event (local tastings), Main Event, Dinner Theater, Family Feud – game show battle room, Escape Room and Ax throwing.*

e. Confirm conference swag ideas. *Suggestions included Yeti mug, Messenger bag or and umbrella.*

f. Approve draft budget. Adjustment to the Speaker/Facilitation and sponsorships line. *Motion to approve, Johnette Shepek, Second Rachelle Mathews.*

6. GFOA Conference
    a. Evening Reception Budget - *Research logistic options.*
    b. Board members attending GFOA conference - *4 board members plus Paula going to Orlando. Paula will find a location and cost to bring back for approval. Obtain a cost per person.*
7. Update on CPFO Scholarships/Board Position/Conference Scholarship/Conference Award Notification Schedule. *Look at these happenings earlier in the year. Paula will share with the Board earlier in the year.*
8. 2024 Board Position Update – *Ted Henry, 2024 Vice-President, has been promoted to City Manager of Belaire. He's requested to leave the Board after 1/26/24 meeting. Motion to move Johnette Shepek into the VP role, Rebecca Doehling into the Secretary role, Hope Hernandez into the Treasurer role and add a new board member. Motion to approve, Barry Smith, Second, Hope Hernandez. Paula will review the previous list of members who applied for board membership and inquire on their interest in the 2024 board member position. There will be an open application period for a few weeks. It was agreed upon to have another meeting, 2/23/24 at 9:30 to review the list of applicants and act on a board member.*

Announcements/Other

1. Upcoming Board Meetings
    a. April 26, 2024 – 9:00 – 11:00 (Virtual Meeting)
    b. July 26, 10:00 – 2:00 (meeting until 12:30 or 1:00 and lunch after) In-Person in Salina
    c. September 24, 10:00 - 11:00- Virtual Meeting for final conference items
    d. November 6, 9:30 – 1:00- In-Person (includes lunch) on site at the conference.

Other Business

Paula to send information from Dr. Hildreth with Hugo Wall School on Public Budget Laboratory.

Adjourn. *Tami adjourned the meeting.*