



Board of Trustees Meeting
September 24, 2024
Hilton Netherland Plaza Hotel, Cincinnati - Rookwood Room

AGENDA

CALL TO ORDER – 6:00 p.m.

PLEDGE OF ALLEGIANCE – Bethany Staats

SWEARING IN – Bethany Staats
Jim Boehmer – Township Trustee
Matt Stiffler – City/Village Trustee

SECRETARY'S REPORT – Ami Mayne
Approval of May 10 and July 11, 2024 Meeting Minutes

PRESIDENT'S REPORT – Bethany Staats
Introductions
New Locations for Board and Education Committee Meetings

TREASURER'S REPORT – Jared Cottrell
July 2024 Financials
Approval of Drafts Form 990 and 2023 Audit

EXECUTIVE DIRECTOR'S REPORT – Nancy Waterhouse

COMMITTEE REPORTS

1. State GFOA Representative – Stacey Russell
2. Nominating – Shawn Hufstedler
3. Sponsorship - Megan Miller/Adam Lesch
4. Membership – Kyle Smith/Brent Lewis
5. Scholarship – Ami Mayne/Julie Adkins/Joey Jones
6. Awards – Kyle Smith/Jessica Marquez/Vickie Barger
7. Social – Amie Lynn
8. Education – Jeff McCuen/Stacey Russell
9. Communications – Danny Sklenicka/Mollie Gilbride

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

Early Conference Registration/Kick-off Reception, this evening, from 8:00 – 10:00 p.m. – Continental Ballroom
Moderators Meeting, tomorrow morning, at 8:30 a.m. – Salon FG
Next Board Meeting: 11/22/24 beginning at 10:30 a.m. – City of New Albany, Public Service Dept. Bldg.
Next Education Committee Meeting: 11/22/24 beginning at 12:00 pm - City of New Albany, Public Service Dept. Bldg.

ADJOURN

OHIO GFOA BOARD MEETING MINUTES

May 10, 2024

Zoom

PARTICIPANTS

Bethany Staats, Jessica Marquez, Ami Mayne, Jared Cottrell, Shawn Hufstedler, Mollie Gilbride, Brent Lewis, Megan Miller, Jamie Nicholson, Julie Adkins, Vickie Barger, Amie Lynn, Brian Cooper, Danny Sklenicka, Tyson Hodges, Kyle Smith, Lori Starcher, Joey Jones, Ashley Perry, Stacey Russell, Andrew Yogmour, Nancy Waterhouse and Kayla O'Shelski

CALL TO ORDER

President Bethany Staats called the meeting of the Ohio GFOA Board to order on Friday, May 10, 2024, at 10:35 a.m.

SECRETARY'S REPORT – Ami Mayne

Motion, Seconded and Approved: To approve the March 22, 2024 meeting minutes, as presented.

PRESIDENT'S REPORT- Bethany Staats

Bylaws Committee Update – Committee met with Allison Binkley and Heather Vlasuk to discuss the suggested changes to the Bylaws, with a large emphasis on the Nominating Committee section. Going to hold a couple more meetings between now and September. At the September Board Meeting, will present the proposed revised Bylaws for the Board's approval and membership approval at the Wednesday conference business luncheon.

AOS Bulletin 2024-003: Payment Re-Direct and Business Email Compromise –

Received an email from the assistant administrator of Colerain Township inquiring if the Ohio GFOA had any additional information on this Bulletin. Further stated the assertion that employees may be considered “liable as a result of negligence or performing duties without reasonable care” seems like a much lower standard than what is in the immunity language for public employees in the ORC. As author, Ami Mayne stated as long as you are following your policies and doing your due diligence, this is not an issue. With that, the Board agreed a stated opinion is not required, but may consider a possible educational opportunity on the subject, such a webinar or incorporating into the annual conference. Bethany to follow-up with Jeff McCuen. Danny Sklenicka asked if the AOS office had further clarification and/or guidelines regarding the County Board of Election procedures that just came out. According to Ami Mayne and Joey Jones, the procedures are not very extensive and is simply an inquiry. Danny will circle back to the AOS office with any further questions.

Trustee Vacancy – Joni Crawford has announced her retirement effective July 3, 2024, which will leave her trustee position vacant. Because her term does not expire until November 2025, the Nominating Committee shall nominate at least two Members for the Boards review and vote. Bethany thanked Joni for her time on the Board.

TREASURER'S REPORT – Jared Cottrell

Reviewed the March 2024 financials. Had one investment CD mature and another coming soon. Going to put funds from both back into the market. Keeping the cash investment for potential conference expense. *Motion, Seconded and Accepted:* To accept the March 2024 financials, as presented.

Approval of 2024 Conference Budget and Updated Operating Budget – Discussed the approaches and decisions made in formulating the conference budget, which includes registration fee increases required to help with costs. Board agreed all makes sense and is a conservative budget with the \$22,000 contingency built into it. *Motion, Seconded and Accepted:* To accept the 2024 conference budget, registration fees increase, and updated operating budget, as presented.

EXECUTIVE DIRECTOR'S REPORT – Nancy Waterhouse

Written report provided. Nancy added that she has a meeting next week to discuss the new CPIM system they are rolling out sometime in mid-June. This includes a new procedure for associations to submit their programs, among other things.

COMMITTEE REPORTS

State Representative – Stacey Russell

Written report provided.

Nominating – Shawn Hustedler

Shawn shared and walked through his trustee seats calculation spreadsheet. Will send out to everyone with the meeting minutes. Based on the desired reps recommendation for 2024, the Nominating Committee will have eight (8) seats to fill, for 16 nominations on the slate. Agreed this spreadsheet is a good reference to follow when determining future calculations. *Motion, Seconded and Accepted:* To approve the recommended number of desired reps for 2024, as outlined in the spreadsheet.

Sponsorship – Megan Miller/Adam Lesch

Written report provided.

Legislative – Nancy White

No report.

Membership – Kyle Smith/Brent Lewis

Written report provided.

Scholarship – Ami Mayne/Julie Adkins/Joey Jones

Written report provided.

Awards – Jessica Marquez/Kyle Smith/Vickie Barger

No report.

Social – Amie Lynn

Tuesday evening opening reception at the Annual Conference and Membership Meeting will be from 8-10 p.m. Early registration will be available from 7:30-9:00 p.m. Announcement will emphasize the “Sweet & Salty” theme. Each attendee will receive two drink tickets in lieu of an open bar. Cash bar available thereafter. This will also be applicable to the Welcome Reception on Wednesday and Thursday’s President Reception, as part of the budget decisions.

Education – Jeff McCuen/Stacey Russell

Written report provided.

Communications – Danny Sklenicka/Mollie Gilbride

Had first meeting with the social media firm. The firm has been making posts and as a result, received two inquiries regarding board nominations. In an effort to gain traction, asked the Board to like the page and share posts. Working on drafting a Social Media Policy for the Board’s review and approval.

OLD BUSINESS

None.

NEW BUSINESS

None.

ANNOUNCEMENTS

Next Board Meeting: Tuesday, September 24, 2024, from 6:00 – 7:00 p.m., at the Hilton Netherland Plaza Hotel, Cincinnati, OH.

The meeting adjourned at 11:40 a.m.

OHIO GFOA BOARD SPECIAL MEETING MINUTES

July 11, 2024 - Zoom

PARTICIPANTS

Bethany Staats, Jessica Marquez, Ami Mayne, Shawn Hufstedler, Mollie Gilbride, Brent Lewis, Megan Miller, Julie Adkins, Vickie Barger, Amie Lynn, Adam Lesch, Danny Sklenicka, Tyson Hodges, Lori Starcher, Joey Jones, Ashley Perry, Lisa Eisenberg, Nancy Waterhouse and Kayla O'Shelski

CALL TO ORDER

President Bethany Staats called the meeting of the Ohio GFOA Board to order on Friday, July 11, 2024, at 9:31 a.m.

ACTION ITEMS - Action items voted on utilizing the Zoom polling feature.

Vote on Proposed Bylaw Amendments – Bethany Staats expressed her appreciation to the Bylaws Committee, along with Allison Binkley and her team at Squire Patton Boggs, for their work on revising/updating the Bylaws. Draft provided to the Board advanced of the meeting for review/comment. **Voted yes** to the proposed Bylaw amendments, as presented.

Vote on Township Trustee Unexpired Vacancy Replacement - On May 13, 2024, Nancy White informed us of her resignation from Mifflin Township, effective July 2, 2024. The Nominating Committee has put forth the following candidates to replace Nancy White's Township Trustee unexpired vacancy:

- Jim Boehmer, Washington Township
- Christopher (Clay) McCord, Miami Township

Bios provided to the Board advanced of the meeting. **Voted Jim Boehmer**, Washington Township, to fill the unexpired Township Trustee term.

Vote on City/Village Trustee Unexpired Vacancy Replacement - On May 9, 2024, Joni Crawford informed us of her retirement from the City of Reynoldsburg, effective July 3, 2024. The Nominating Committee has put forth the following candidates to replace Joni Crawford's City/Village Trustee unexpired vacancy:

- Tim Clymer, City of Aurora
- Matt Stiffler, City of Dublin

Bethany Staats stated the candidate not voted in becomes the second City/Village candidate on the 2024-2025 proposed slate of trustees. Bios provided to the Board advanced of the meeting. **Voted Matt Stiffler**, City of Dublin, to fill the unexpired City/Village Trustee term. Tim Clymer, City of Dublin, to serve as the second City/Village candidate on the 2024-2025 proposed slate of trustees.

Vote on 2024-2025 Proposed Slate of Officers - The Nominating Committee has put forth the following 2024-2025 proposed slate of officers:

- President-Elect – Amie Lynn, Massillon Public Library
- Secretary – Ami Mayne, Ohio Auditor of State
- Treasurer – Jared Cottrell, Rea & Associates, Inc.

Voted yes to the proposed slate of officers, as presented. Shawn Hufstedler stated, as voted on last year, Jessica Marquez will serve as the 2024-2025 president.

Vote on 2024-2025 Proposed Slate of Trustees - The Nominating Committee has put forth the following 2024-2025 proposed slate of trustees:

City/Village (1)

Gina Love, City of Westerville

Tim Clymer, City of Aurora

County (2)

Jill Davidson, Athens County

George (Bill) Kitzler, Wyandot County

Phil Montgomery, Summit County

Justin Nahvi, Delaware County

School (1)

TJ Cusick, Worthington City School District

Tyson Hodges, Dublin City School District

Special District (2)

Jason Cook, E.P.A.

Lori Starcher, Regional Income Tax Agency

Wade Steen, Cleveland Metroparks

Rhonda Winslow, Cleveland Cuyahoga County Port Authority

State (1)

Joey Jones, Ohio Auditor of State

Eric Kline, Ohio Auditor of State

Voted yes to the proposed slate of trustees, as presented.

Bethany Staats thanked Shawn Hufstedler, chair, and the entire Nominating Committee for their work. Shawn Hufstedler also shared his appreciation to the Nominating Committee, along with assistance from Brian Cooper, for their work.

With there being no further business, the meeting adjourned at 9:49 a.m.

Ohio GFOA
Balance Sheet
July 31, 2024

ASSETS	Current Year	Last Year
CURRENT ASSETS		
HNB - Operating Account	\$ 167,597.41	125,386.80
Prepaid Expenses	20,000.00	6,399.00
INVESTMENT ACCOUNTS		
Cash-Investments	62,754.01	60,131.12
Raymond James	243,485.00	276,584.35
<u>Total Value of Investments</u>	<u>306,239.01</u>	<u>336,715.47</u>
Total Current Assets	\$ 493,836.42	468,501.27
LIABILITIES AND CAPITAL		
CURRENT LIABILITIES		
TOTAL CURRENT LIABILITIES	0.00	0.00
TOTAL LIABILITIES	0.00	0.00
CAPITAL		
Net Assets	\$ 320,756.67	359,324.66
Current Year	173,079.75	109,176.61
TOTAL CAPITAL	493,836.42	468,501.27
TOTAL LIABILITIES & CAPITAL	\$ 493,836.42	468,501.27

Ohio GFOA
INCOME STATEMENT
For the Month Ending July 31, 2024

	Annual Budget	Current Month Actual	Year-to-Date Actual	Actual H/(L) Budget	Last Year to Date
INCOME					
Dues	\$ 63,000.00	\$ 3,030.00	\$ 69,500.00	6,500.00	\$ 58,080.00
Total Dues Income	63,000.00	3,030.00	69,500.00	6,500.00	58,080.00
MEETINGS INCOME					
Corporate Sponsors	150,000.00	0.00	136,800.00	(13,200.00)	136,000.00
Intro to Finance Seminar	9,000.00	0.00	7,875.00	(1,125.00)	9,680.00
Advanced Acctg.	7,000.00	2,540.00	6,600.00	(400.00)	6,790.00
Annual Conference	153,000.00	49,590.00	84,525.00	(68,475.00)	36,570.00
Debt. Seminar	0.00	0.00	0.00	0.00	1,825.00
Intermed Accounting Semi	6,000.00	0.00	570.00	(5,430.00)	6,320.00
Webinars (non-members)	100.00	0.00	81.88	(18.12)	161.68
Total Meetings Income	325,100.00	52,130.00	236,451.88	(88,648.12)	197,346.68
OTHER INCOME					
Interest Income	6,500.00	1,314.31	4,187.10	(2,312.90)	4,452.32
Dividends	500.00	259.76	971.86	471.86	0.00
Gain/loss on investments	0.00	2,612.50	6,001.55	6,001.55	(2,524.90)
Prior Year Income	540.00	0.00	655.00	115.00	21,290.00
Total Other Income	7,540.00	4,186.57	11,815.51	4,275.51	23,217.42
TOTAL INCOME	\$ 395,640.00	\$ 59,346.57	\$ 317,767.39	(77,872.61)	\$ 278,644.10
EXPENSES					
OPERATING					
Administrative Fees	\$ 102,278.00	\$ 1,803.17	\$ 59,662.19	(42,615.81)	\$ 57,367.31
Staff Expenses	2,000.00	0.00	0.00	(2,000.00)	727.28
Board Meetings/Expense	7,000.00	0.00	903.95	(6,096.05)	880.11
Accounting	8,155.00	40.00	4,280.00	(3,875.00)	7,855.00
Dues/Subscriptions	225.00	0.00	0.00	(225.00)	0.00
Insurance	2,000.00	0.00	1,946.00	(54.00)	1,844.00
Office Supplies	2,600.00	205.00	1,505.00	(1,095.00)	1,516.04
Postage	100.00	4.39	29.17	(70.83)	33.88
Printing	100.00	2.13	82.84	(17.16)	36.80
Telephone	1,200.00	73.32	552.84	(647.16)	666.03
Zoom	1,000.00	0.00	902.90	(97.10)	947.12
Total Operating	126,658.00	2,128.01	69,864.89	(56,793.11)	71,873.57
MEMBERSHIP PROGRAMS					
Legislative	0.00	0.00	0.00	0.00	350.00
Newsletter	600.00	434.86	434.86	(165.14)	587.04
Web Site	10,000.00	6,743.65	6,888.16	(3,111.84)	8,656.46
Certification Presentations	150.00	0.00	0.00	(150.00)	0.00
Scholarships	14,000.00	2,300.00	4,140.25	(9,859.75)	(100.00)
Education Committee	1,000.00	0.00	903.93	(96.07)	507.59
Social Media/Marketing	6,000.00	0.00	6,000.00	0.00	0.00
National Meetings	25,000.00	3,058.10	21,508.11	(3,491.89)	17,516.69
Total Membership Progr	56,750.00	12,536.61	39,875.31	(16,874.69)	27,517.78

Ohio GFOA
INCOME STATEMENT
For the Month Ending July 31, 2024

	Annual Budget	Current Month Actual	Year-to-Date Actual	Actual H/(L) Budget	Last Year to Date
MEETINGS/SEMINARS					
Intro to Finance Seminar	9,000.00	0.00	1,694.33	(7,305.67)	10,010.99
Advanced Acctg.	12,000.00	1,085.00	2,005.03	(9,994.97)	2,698.08
Debt Seminar	0.00	0.00	6,399.00	6,399.00	5,659.11
Annual Conference	222,150.00	650.72	20,287.35	(201,862.65)	45,173.05
Intermediate Acct Seminar	6,000.00	0.00	0.00	(6,000.00)	2,259.19
Total Meetings/Seminars	249,150.00	1,735.72	30,385.71	(218,764.29)	65,800.42
OTHER					
Bank Charges	120.00	10.00	70.00	(50.00)	70.00
Contingency	21,853.00	0.00	0.00	(21,853.00)	0.00
Prior Year Expense	0.00	0.00	0.00	0.00	512.50
Credit Card Charges	8,000.00	980.69	4,491.73	(3,508.27)	3,693.22
Total Other	29,973.00	990.69	4,561.73	(25,411.27)	4,275.72
TOTAL EXPENSES	\$ 462,531.00	\$ 17,391.03	\$ 144,687.64	(317,843.36)	\$ 169,467.49
NET INCOME	\$ (66,891.00)	\$ 41,955.54	\$ 173,079.75	239,970.75	\$ 109,176.61

NOTE: Certain disbursements/receipts are recorded using the Cash Basis accounting method

Ohio GFOA

Nominating Committee Board Report – September 24, 2024

Submitted by: Shawn Hufstedler, Chair

2024 Goal(s) and Current Benchmark(s):

To successfully field a group of exemplary candidates for the Ohio GFOA Board.

Update/Summary of Activities:

2024-2025 Officers:

President – **Jessica Marquez**, Ohio Public Employees Retirement System

President-Elect – **Amie Lynn**, Massillon Public Library

Secretary – **Ami Mayne**, Ohio Auditor of State

Treasurer – **Jared Cottrell**, Rea & Associates, Inc.

Immediate Past President – **Bethany Staats**, City of New Albany

2024-2025 Newly Elected Trustees:

City/Village

Gina Love, City of Westerville

County

Jill Davidson, Athens County

Justin Nahvi, Delaware County

School

TJ Cusick, Worthington City School District

Special

Lori Starcher, Regional Income Tax Agency

Rhonda Winslow, Cleveland Cuyahoga County Port Authority

State

Joey Jones, Ohio Auditor of State

The following individuals were elected July 2024 to fill an unexpired Trustee board seat:

Jim Boehmer, Accounting Supervisor, Washington Township

Matt Stiffler, Chief Financial Officer, City of Dublin



2024 MEMBERSHIP REPORT

MEMBER TYPE	Sep-24	Lapsed
GOVERNMENTAL TOTAL	801	121
County	199	38
Library	44	8
Municipality/Village	355	46
School District	36	8
Special District	86	12
State Agency	57	6
Township	24	3
NON-GOVERNMENTAL TOTAL	95	24
ASSOCIATE	5	2
RETIRED PAST PRESIDENTS	6	
TOTALS	907	147

Membership & Fiscal Years: January 1st - December 31st



BOARD COMMITTEE REPORT
Scholarship Committee

Report Date: September 2024

Members:

Ami Mayne	Julie Adkins	Joey Jones
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Update/Summary of Activities:

The following scholarships have been awarded:

First-Time Annual Conference Attendee Scholarship (3 - \$900 scholarships)

- Morgan Joeright, City of New Albany
- Jeremy Gray, City of New Albany
- Stacy Burton, City of Sidney

Continuing Education Scholarship (1 @ \$1,000)

- Brenna Toth, City of Westerville

Traditional Student College Scholarship (1 - \$1000 scholarship)

- Braeden Gedeon

National GFOA Leadership Academy Scholarship (2 - \$4,500 scholarships)

- Grace Lin, Finance Director, Cleveland Municipal Clerk of Courts
- Gina Love, Deputy Finance Director, City of Westerville

Action Requested of Board:

None



BOARD COMMITTEE REPORT
Awards Committee

Report Date: September 24, 2024

Members: Kyle Smith, Jessica Marquez, Vickie Barger

Update/Summary of Activities:

The 2024 award recipients will be honored at the Ohio GFOA Annual Conference luncheon on Thursday, September 26, 2024:

- **Bradford M. Sprague Award for Excellence in Client Service**
Chad Welty, Quality Control Officer/Principal, Rea & Associates
- **Hugh Dorrian Lifetime Achievement Award**
David Varda, CFO/Treasurer, Educational Service Center of Central Ohio

September 24, 2024

Submitted By: Jeff McCuen/Stacey Russell

2024 Goal(s):

The committee works to provide relevant and timely professional development opportunities to our members at locations throughout the state of Ohio.

Update/Summary of Activities:

2024 Seminars

- ***Introduction to the Finance Office***
April 4 & 5 - Columbus (Mifflin Township)
Participants: 55 (including speakers)
- ***Intermediate Governmental Accounting***
June 5 & 6 - Middleburg Heights (Middleburg Heights Community Center)
(This seminar was canceled because there weren't enough registrations relative to the number of speakers.)
- ***Advanced Governmental Accounting***
August 7 & 8 - Put-in-Bay (Niagara Event Center)
Participants: 43 (including speakers)

2024 Webinars

- ***2024: Updates on Investing & Debt Markets*** (RedTree/Bradley Payne)
February 6, 2024
Participants: 96
- ***Enhancing Municipal Resilience: Cybersecurity Essentials for Financial Officers*** (DataServ)
August 14, 2024
Participants: 76
- ***Lean Six Sigma Overview for Local Governments*** (Clark Schaefer Hackett)
September 11, 2024
Participants: 80
- ***Navigating the Short-Term Note Market*** (KeyBanc)
October 9, 2024
Registered: 68

Future Webinars

- November 13 – OpenGov
- December 11 – Meeder
- January 8, 2025 – Software Solutions
- February 12, 2025 - ClearGov

2024 Annual Conference

Moderators Meeting, Wednesday, September 25, 2024, from 8:00 to 8:45 a.m. in Salon FG

Stop by the exhibitor and sponsor booths to show your appreciation for their continued support!