

Virginia Local Government Auditors Association
Minutes of the Conference Call of the Executive Committee
June 16, 2016, 11:00 a.m.

Conference Call Participants

Lily Hernandez, President
Mike Taylor, Vice President
Vaughan Crawley, Secretary
Karen Woodson, Treasurer
Ryan Gartin, Website Chair

Elected Officers Absent:
Tony Markun, At Large Board Member

Lily Hernandez called the meeting to order at 11:00 a.m.

Announcement

Lily announced that Mike Taylor has accepted a new position with the Virginia OIG's office and his last day with Hanover County will be July 1. According to the bylaws, Mike will not be eligible to retain his position on the Executive Committee any longer than 60 days after he leaves employment as a local government auditor. As such, Lily has reached out to Sharlene Wren, Nominating Committee Chair, to help find a member interested in serving as Vice President for the remainder of the term.

Fall Conference

Location

Lily Hernandez indicated that the Richmond team has been evaluating the costs of two hotels for the Fall conference which is scheduled for Friday, September 30. They are as follows:

- Omni Hotel - At government rate:
 - \$2,460 cost for food (breakfast, morning and afternoon breaks, and plated lunch)
 - Room rate - \$350
 - Parking with Omni - \$20 (but working on a separate parking deck arrangement at \$5)
 - Guest rooms - \$121/night. Will hold 10 rooms but VLGAA will be responsible for 80% of the cost if not used
 - Meeting room is big and there is not a separate room for the meals
- Hilton - similar costs but still working on the details
 - Meals - buffet not plated
 - Parking is less - \$5 and right across the street
 - Not responsible for blocked guest rooms
 - There's a column in the meeting room which could interfere although the hotel says they can arrange so that it does not.

Will get a final Hilton number and possibly have a brief meeting or circulate information via email to make a final decision on the hotel.

Budget

It was agreed that it was fair to budget the event assuming that the pricing would be consistent with the spring event (\$105 for members and \$115 for non-members). Karen noted that the non-member pricing is not much of a factor as most individuals join to get the member pricing, take advantage of a

discounted fee for coming as part of an office group, or get member pricing for being IIA or ALGA members even if they are not VLGAA members.

Speaker

Lily and Ryan Gartin noted that they were in discussions with Danny Goldberg, a popular IIA speaker from Dallas. Potential topics for a half day are Creative Problem Solving and Critical Thinking. His discounted price for a half date is \$1500 + travel (he normally charges \$2000). All agreed that he could help draw a good crowd.

With only the current figures from the Omni and not considering discounted attendance, the rough budgeted loss for the event is currently estimated at \$200. Once more details are nailed down a final budget will be presented to the Committee.

Lily asked if the group would approve moving forward with booking the speaker to get the commitment on his calendar. All approved.

Other

- It was suggested that the Richmond planning team check with the hotel to see if they would have rooms available on that Friday evening after the conference and to see if there were any weekend activities in town that could be publicized as part of the marketing to potentially create interest in a weekend in Richmond for out-of-area travelers.
- Karen asked that the contract for any hotel be sent to her for review of the terms, etc. as most normally require establishment of some type of credit account.

There being no further business, the conference call was adjourned at 11:27 a.m.

Respectfully submitted,

Vaughan Crawley
Secretary