

Virginia Local Government Auditors Association  
Minutes of the Business Meeting of the Membership  
Advance Technology Center, Virginia Beach  
April 4, 2022, 12:20 p.m.

Tammie Dantzler, president, called the meeting to order at 12:20 p.m., presented the agenda, and thanked Virginia Beach Public Schools for hosting the VLGAA's first in-person spring conference since the start of the COVID-19 pandemic.

**Secretary's Report**

Vaughan Crawley, secretary, presented the minutes of the Executive Committee Meeting held via Zoom on January 25, 2022 as well as an addendum summarizing actions taken via email since that meeting. He noted significant board actions included contracting with the new event management software provider and approving the budget for the spring conference. The minutes were approved as presented.

**Treasurer's Report**

Karen Woodson, treasurer, presented the treasurer's report for the month ended February 28, 2022. She noted that some spring conference registration income was reflected but the majority of the expenses related to the conference were not reflected as most had been incurred in March. She summarized the expenses incurred during February. The report was approved as presented.

**Annual Audit Update**

Tammie Dantzler noted that the annual audit procedures were in process. The Audit Committee Chair needed a couple more weeks before the work would be finalized. Tammie noted that the next steps upon receipt of the report would be a review by the Executive Committee followed by an update to the membership.

**Fall Conference Update**

Bret Lewis, Membership Committee Chair, noted that the City of Richmond is hosting the 2022 Fall Conference and asked everyone to save the date of September 23<sup>rd</sup> as details would be forthcoming.

**Other Business**

Tammie Dantzler presented immediate past president, Angela Baxter, a token of appreciation for serving for two years and leading through the challenges of the pandemic and the transition of the website and event management software. Angela thanked the VLGAA and encouraged members to take an active role in volunteering to help the organization.

Tony Markun, At-Large Member of the Executive Committee, presented Jay Poole a token of appreciation. He recognized that Jay had been an active leader and contributor to VLGAA serving as an officer as early as 1995 and had now retired from his role as City Auditor of Chesapeake.

There being no further business, the meeting was adjourned at 12:30 p.m.

Respectfully submitted,

Vaughan Crawley  
Secretary

Virginia Local Government Auditors Association  
Addendum to Minutes  
Summary of Interim Executive Committee Actions  
since April 4, 2022

Since the April 4, 2022 Business Meeting of the Membership, the VLGAA Executive Committee took action via email correspondence which is summarized in this addendum to the minutes.

On Wednesday, May 18, Tammie Dantzler, President, shared an initial fall conference budget submitted by Lou Lassiter, conference host, and requested feedback or approval. Steve Sanderson provided some feedback about calculation formulas in the workbook.

On Wednesday, July 13, Lou Lassiter, fall conference host, shared a revised budget requesting that the VLGAA also consider covering the \$10 ticket validation fee for attendee parking. On Monday, July 18, T. Dantzler confirmed that the revised budget had been approved by vote of the Executive Committee based on the responses received.

Respectfully submitted,

Vaughan Crawley  
Secretary