

Virginia Local Government Auditors Association
Minutes of the Business Meeting of the Membership
Holiday Inn Virginia Beach – North Beach, Virginia Beach
April 15, 2024, 1:03 p.m.

Yolanda McCoy, president, called the meeting to order at 1:03 p.m., presented the agenda, and thanked Virginia Beach for hosting the VLGAA's spring conference.

Secretary's Report

Vaughan Crawley, secretary, presented the minutes of the Executive Committee Meeting held in Williamsburg on February 9, 2024, as well as an addendum summarizing actions taken via email since that meeting. He noted significant board actions included planning and approving the conference events. Additionally there were board discussions regarding (2) the vacant VP position; and (3) a question about the nature of the work being performed on the financials related to the stated requirements in the bylaws. The minutes were approved as presented.

Treasurer's Report

Karen Woodson, treasurer, presented the treasurer's report for the month ended March 31, 2024. She noted that spring conference revenues were reflected but little corresponding expense. She also noted that there had been a shift of funds into a 7-month CD to generate more interest income. There were no questions and the report was approved as presented.

Annual Audit Update

Yolanda McCoy noted that the annual audit procedures had been completed by the Audit Committee Chair, Sharon Pribadi from Fairfax. The report for the year ended December 31, 2023 reflected a clean opinion.

2024 Fall Conference Update

Yolanda McCoy noted that Hanover County is hosting the 2024 Fall Conference and asked everyone to save the date of October 3rd as details will be forthcoming.

Other Business

- **Corporate Memberships** – Bret Lewis, Membership Committee Chair, noted that corporate memberships were available for any departments with 3 or more members. This will allow 1 payment to be processed for all members rather than individual payments. Departments can email Bret to be set up accordingly for next year.
- **Proposal to move to one annual training** – Steve Sanderson, past president and Nominating Committee Chair, presented a proposal to move to one annual training rather than the current semi-annual format. This would be in the form of a 2-day event (16 CPEs) hosted in Virginia Beach, VA. Local audit shops will assist the Virginia Beach staff with organizing the training (i.e., locating speakers) on a rotating basis. The proposed changes, if accepted, would start next year.

Steve indicated that part of the rationale related to the fact that there was currently a good contract with the hotel in Virginia Beach and the change would eliminate the need for all the other hosting localities to find and negotiate contracts in their areas when that is not part of anyone's expertise. Lyndon noted that there were lots of hotel options in the area and he was willing to do this. It was

noted that this would result in an additional day of travel outside of the Central Virginia area for all the other typical hosting localities.

The change was approved and will take effect next year.

- **Proposal to increase membership dues to \$40** – Yolanda presented a proposal to increase membership dues from the current rate of \$15 to \$40. The VLGAA would continue to provide annual CPE relevant to government and networking opportunities. It was noted that dues had not increased in years and the increase would help offset continuously rising annual costs related to insurance and the system used for the website and event management. An analysis had been done and membership would still be cheaper than many professional organizations. The proposal was approved.

Yolanda thanked the Virginia Beach team for hosting the conference.

There being no further business, the meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Vaughan Crawley
Secretary

Virginia Local Government Auditors Association
Addendum to Minutes
Summary of Interim Executive Committee Actions
since April 15, 2024

As of October 3, 2024:

Since the April 15, 2024 Business Meeting of the Membership, the VLGAA Executive Committee took action via email correspondence which is summarized as follows:

- On May 16, 2024, Yolanda McCoy, president, circulated the proposed budget for the 2024 fall conference and asked the Board to vote on approval. Questions and answers were circulated in the following days. Approvals were submitted and Yolanda informed the hosting locality of the approval on June 7, 2024.
- On July 24, 2024, Yolanda circulated the current draft of the proposed contract with the Hanover Tavern. Questions were circulated and the contract was subsequently approved.
- On August 15, 2024, Yolanda circulated the current draft of the proposed contract for the hotel for the spring 2025 conference in Virginia Beach. All final votes of approval were received by August 19.

Respectfully submitted,

Vaughan Crawley
Secretary