

Virginia Local Government Auditors Association
Minutes of the Executive Committee Meeting
Doubletree by Hilton Hotel – Williamsburg, VA
January 24, 2025

The VLGAA Executive Committee convened a regular meeting on Friday, January 24, 2025, at 9:00 a.m. at the DoubleTree by Hilton, Williamsburg, Virginia.

Attendees:

Yolanda McCoy, President
Chassidy Comer, Vice President
Shontavious Lovett, At Large Member
Ryan Gartin, Treasurer
Karen Woodson, Former Treasurer
and 2025 Conference
Steve Sanderson, Nominating and
Communications Chair
Lyndon Remias, 2025 Conference

Absent:

Vaughan Crawley, Secretary
Tony Markun, Bylaws Committee
Sharon Pribadi, Audit
Bret Lewis, Membership

Yolanda McCoy, President, called the meeting to order at 9:30 a.m. and presented the agenda with no changes suggested.

Approval of Prior Meeting Minutes

Yolanda presented the minutes of the Business Meeting of the Membership held on October 3, 2024, during the VLGAA's 2024 Fall Conference on behalf of Vaughan Crawley. The minutes were approved as presented.

Treasurer's Report

Karen Woodson presented the 12/31/2024 Treasurer's report. Karen stated that she will be assisting Ryan Gartin with the Treasurer transition. Karen will pass down all important documentation to Ryan. Karen also inquired about the retention period for the treasurer documents. Lyndon states that all documentation should be retained for at least 3 years.

The current 4-month CD will mature on February 21st. When the CD was renewed in October, the short-term instruments were paying a higher interest at that time. The renewal was not reflected in the treasurer's report. We are currently using Wells Fargo Bank and we will make a final determination on how to proceed with the CD prior to the Spring Conference. We will keep in mind that VLGAA will need cash in April for the Conference. Yolanda stated that Sharon Pribadi from Fairfax will complete this year's audit.

Motion to accept the treasurer's report completed at 9:42am. The report was approved as presented.

2025 Annual Conference Update

Lyndon stated that he and Karen sent out the budget. Karen stated that money was added to the food budget for the Spring Conference due to the number of comments on last year's food options.

This year, Drummond will be a paid speaker on the first day of the conference, April 14th. The contract is complete and has been signed by Drummond. The second day of the conference, April 15th, will consist of each audit shop presenting an audit of their choice. Lyndon suggested the presentations consist of best practices and examples on how the audit was completed. Lyndon is working on finalizing the conference program and will send it out. The final agenda for the conference should be sent out by February. Steven will send out a save the date next week (week of January 27). Currently the member rate is \$275, and the non-member will be \$325. The contract with the hotel hosting the Spring Conference still needs to be signed. There were no additional questions.

Membership Updates

In 2024, we had 95 members, and we currently have 65 members. Fairfax public schools decided not to renew.

Other Business

We will come up with a new way to nominate upcoming committee members. Email voting was a suggestion.

Yolanda suggested offering an online training course. Lyndon says we will need a platform to register attendees.

Ryan Gartin needs training for Star Chapter and Chassidy Comer needs access to Star Chapter.

There being no further business, the meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Chassidy Comer
Vice President