

Virginia Local Government Auditors Association  
Minutes of the Business Meeting of the Membership  
Zoom Virtual Meeting  
June 17, 2021, 3:15 p.m.

Angela Baxter, president, called the meeting to order at 3:15 p.m., presented the agenda, and thanked Virginia Beach Public Schools for hosting the VLGAA's first virtual spring conference.

**Secretary's Report**

Angela presented the minutes of the Executive Committee Meeting held via a Hanover-hosted Webex on February 4, 2021. She noted that Vaughan Crawley, secretary, had distributed the minutes to the meeting attendees in advance for review. Attendees did not submit any suggested changes and the minutes were approved as presented using Zoom chat.

**Treasurer's Report**

Angela presented the results of the annual agreed-upon procedures related to the calendar 2020 financial records. Sharon Pribadi performed the procedures. A clean report was received. Angela thanked Karen Woodson, treasurer, and Sharon for their work.

Angela presented the treasurer's report prepared by Karen for the month ended May 31, 2021. She noted that May's activity included income related to the conference but not the entire amount of conference activity. The report was approved as presented using Zoom chat.

**By-law Amendments**

Angela reviewed proposed changes to the VLGAA Bylaws including changes to Article I, Article II, Article IV, and Article VII. The changes included (1) clarification of the organization and use of VLGAA; (2) added ethics statement as an objective; (3) allowing the Executive Committee to establish the dues amount and due dates rather than the general membership (considering that we just ended a year of pandemic and there were no membership meetings); and (4) allowance for meeting attendance to be virtual or in-person. A motion was passed and seconded to approve the changes. Angela requested members to vote via direct messages to her in the Zoom chat. The votes were gathered by Angela and submitted to the secretary for inclusion with the minutes after the conference. The changes were approved by the voting members.

**Future Conference Dates**

Angela noted that the Fall 2021 conference, originally scheduled to be hosted by the City of Richmond, had been pushed out to Fall 2022 in order to minimize potential losses on the existing hotel contract given the uncertainties of COVID. The decision had to be made earlier in the year when most restrictions were still in place. The new date for Richmond conference is 9/22/2022 and is expected to be in-person. She encouraged members to save the date.

She noted that there was no ability to do another virtual conference in 2021 unless someone indicated they were able to host. Accordingly, the next conference will be hosted by VA Beach Schools in Spring 2022. This is expected to be in-person but the date is not yet known.

**Nominations Committee Update**

Angela Baxter presented the slate of officers for 2022:

- President                      Tammie Dantzler
- Vice President                Steve Sanderson
- Treasurer                      Karen Woodson
- Secretary                      Vaughan Crawley
- At Large                        Tony Markun

She requested any further nominations via the chat. None were received. The slate was approved as presented. The new board will take office on January 1, 2022.

**Other Business**

Angela noted that the next business meeting would be held on Monday, September 20, 2021 via Zoom.

There being no further business, the meeting was adjourned at 3:24 p.m.

Respectfully submitted,

Vaughan Crawley  
Secretary

Virginia Local Government Auditors Association  
Addendum to Minutes  
Summary of Interim Executive Committee Actions  
since June 17, 2021

Since the June 17, 2021 Executive Committee Meeting, the VLGAA Executive Committee took action via email correspondence which is summarized in this addendum to the minutes.

On Friday, September 24, Angela informed the Board that the vendor for the VLGAA's membership renewal and registration system, Signup 123, would be sunsetting the system and that she had requested additional information about the application that they would begin to offer instead.

On Monday, November 15, Angela indicated that she and two VLGAA leaders had been working to identify system options. She shared a chart comparing prices and features for a number of vendors including the current system vendor. She recommended a demo from one of the vendors, StarChapter, and requested that any others interested join.

On Monday, November 29, after the system demo with StarChapter, Angela requested feedback on the demo from the participants and an email vote if Board members were comfortable with that approach. All "reply all" comments were favorable and members began to submit their votes.

On Monday, December 6, 2021, Angela shared the recap of the votes received directly or as "reply all". There were 4 in favor and 3 individuals had not replied. Given that the majority were in favor, Angela indicated she would contact the vendors to notify them of the Board's decision. Two individuals who had not responded subsequently indicated that they were both in favor as well.

Respectfully submitted,

Vaughan Crawley  
Secretary