

Florida Audit Forum

August 7, 2015 Meeting Minutes of the Board

Board Members Present on the Call:

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| 1. Roger Strout – Chairman | 6. Laura Tatem Communications Chair |
| 2. Lita McHugh, Vice Chair | 7. Hector Collazo |
| 3. Dave Harlan – Treasurer | 8. Tim Parks |
| 4. Laure Boyd – Secretary | 9. Ben Everett |
| 5. Robert Melton – Nominations Chair | |
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1. Meeting Called to Order..... Roger Strout, Chairman
Meeting was called to order at 7:45 a.m. by Roger Strout.
2. Approval of the June 25, 2015 Meeting Minutes Roger Strout, Chairman
Laura Tatem moved, seconded by Hector Collazo, to approve the minutes as presented. The motion carried unanimously.
3. Treasurer’s Report Dave Harlan
 - a. Dave Harlan provided the Board members with a *Preliminary Treasurer’s Report*, see attachment.
 - b. Fifteen additional people registered after the last email blast.
 - c. A number of individuals registered after the deadline of the Friday before the training event.
Late registrations make it difficult for us to request the total number of meals and to ensure the correct room size at the Rusty Pelican. Laura Tatem stated that she would make sure that the website identified the registration deadline. A suggestion was made to approve a policy that an additional \$10 fee would be assessed on all individuals who register after the deadline.
Laura Tatem made a motion seconded by Hector Collazo to adopt this policy. The motion carried unanimously.
4. Training Topics Roger Strout, Chairman
 - a. Mark Kolman had to cancel his portion of the presentation but ensured it would be covered entirely by Steve Hooper of the Hillsborough County Clerk of Court and Circuit Comptroller. The topic continues to be *creating positive change in the world of government auditing* from 8:20 to 12:00. This presentation will include group participation. A flipchart and markers were purchased by the Treasure to accommodate the change in presentation.
 - b. Roger Strout has begun the process of developing speakers and topics for the February 5, 2016 meeting and solicited comments from the Board. At this point he will request McGladrey LLP, to present on an IT topic.
5. Rebranding Website and Communicating Training for August Meeting..... Roger Strout, Chairman
 - a. Laura Tatem presented several rebranding logos of which the group selected the blue logo over the green logo. *Hector Collazo made a motion seconded by Laura Tatem to approve the new logo. The motion carried unanimously.*
 - b. Roger Strout requested the minutes include a special thank you to the marketing team for their terrific work on the logo. The members all agreed FAF should thank the marketing team.
 - c. The review and updating of the existing media blast listing seems to have been a great success.
Dave Harlan stated that this training meeting had the largest participation in the six years.
 - d. Laure Boyd suggested that we try to reserve a larger room the next meeting so we can better accommodate participants.

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- 6. Nominations Committee..... Roger Strout, Chairman
 - a. Roger Strout and Bob Melton will work on recruiting a 12th Board member.
- 7. Plan for Next Meeting of the Board Roger Strout, Chairman
 - a. Our next meeting of the Board will be via conference call, Friday, October 23, 2015 at 10:00 a.m.
- 8. The Chair adjourned the meeting at 9:35 am. Roger Strout, Chairman

**signed copy of Minutes maintained by Board Secretary*

Roger Strout, Chairman
Florida Audit Forum

Transcribed by Laure Boyd, FAF Secretary, August 18, 2015
Approved by FAF Board, October 23, 2015