



MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION

# MnGFOA NEWSLETTER

November 2009

*Excellence and Leadership in Government Finance*

[www.mngfoa.org](http://www.mngfoa.org)

## Message from the President

By Larry Jacobson

It's the month of November and that means there is a chill in the air, football on weekends and the raking of leaves to keep us busy.

It's also the time of year when the Executive Committee reviews the current year's activities and begins to look ahead to next year. We received updates from the committees at the Executive Committee meeting in October.

The Conference Committee provided us with a summary of comments and suggestions for the future. The results were good along with the comments and suggestions. The committee needs a Chair and Vice Chair for 2010.

The Social Committee has started planning for the 2010 events. Look for upcoming information on another curling event in February.

The Education Committee is responsible for addressing the training issues and concerns for the membership. This includes coordinating all aspects of each training, scheduling the training, making site arrangements, and obtaining trainers. The committee also contracts with GTS to assist in processing registration, promotion and other aspects of the trainings.

A few years ago, based on a member survey, it was decided to increase the education activity in the MnGFOA. As a result we started to provide quarterly training on an extended basis, mixed in with the monthly meetings and the annual conference. We had a fairly long list of topics and energy and good training sessions were provided, both out state and in the metro.

The Education Committee is in the need of additional members, topics and ideas as we go into 2010. The committee did not have a Vice Chair in 2009, and as a result is looking for a Chair and Vice Chair for 2010.

The budget restraints in the last year have certainly had some impact on the participation level at both the conference and the other training venues.

The Technology Committee is to ensure the MnGFOA utilizes the world wide web efficiently and effectively to educate and communicate with the membership, within the financial constraints established by the Executive Committee. The committee's primary responsibilities are to maintain the MnGFOA.org website, explore and utilize web-based technologies such as webinars, online information exchange and electronic payments. The web site was recently upgraded and steps have been taken to enhance the information exchange and we can accept electronic payments. The committee did not have a Vice Chair in 2009, and as a result is looking for a Chair and Vice Chair for 2010.

The MnGFOA is as strong as it is due to the strength of its members, and their willingness to get involved and make things happen. Our committees are only as strong as the members that make them run. As you can see, we have some committees that can use some members to take on the leadership roles.

If you have any interest or have topics or ideas, please feel free to contact me, or any member of the Executive Committee. I look forward to another great year as me move forward.

**NEW!!**

### Register and Pay for Monthly Luncheon Meetings Online!

Go to [www.mngfoa.org](http://www.mngfoa.org) home page and click on the link for the monthly luncheon registration. Follow the instructions to register and then you can pay by credit card after you register. (You also have the option of paying by check or cash at the luncheon.) Remember, when you preregister for the luncheon, a meal will be reserved for you. This will also ensure enough tables are set up for all attendees.



# MONTHLY MEETING

**DATE:** Wednesday, November 18, 2009  
**LOCATION:** Ramada Plaza, Minneapolis  
(Formerly Sheraton Four Points)  
**TOPIC:** “PCI - Data Security Standards (DSS)”  
**SPEAKER:** Brian Grafsgaard, Quality Business Solutions  
**TIME:** 11:30 am to 12:30 pm – Speaker  
NOTE the longer session  
12:30 to 1:30 pm – Luncheon  
**LUNCH:** Grilled Marinated Flank Steak  
**COST:** \$15

**Reservations:** It is preferred that you register on the MnGFOA website ([mngfoa.org](http://mngfoa.org)) – there is a link on the home page to go to register for the luncheon event. NEW – you can also prepay for the luncheon online!! You could also send an email to Jessie Hart ([jessie.hart@ci.white-bear-township.mn.us](mailto:jessie.hart@ci.white-bear-township.mn.us)) or leave a voice mail for Jessie at 651.747.2760 no later than Friday, November 13th.

**Please remember to register for the meeting to provide that enough meals are ordered and tables set up for the meeting. Thank you.**

**Topic:** PCI Data Security Standards (DSS) are requirements needed to enhance credit card data security. Banks and credit institutions look at compliance requirements when doing business with you. Brian will discuss why we need to become compliant and how do we go about achieving compliance.

**Speaker:** Brian Grafsgaard, Quality Business Solutions (QBS)

Brian Grafsgaard (PgMP & PMP), Director of Professional Services at Quality Business Solutions (QBS), is a certified Program and Project Manager specializing in enterprise governance, risk, and compliance programs, with a focus on PCI DSS compliance and data privacy. Brian has driven the assessment, definition, and implementation of innovative approaches to help clients achieve their compliance goals and sustain an on-going security program. QBS is a

Minnetonka, Minn. based consulting firm, established in 1998, specializing in compliance readiness assessments, program planning and definition, and program execution services through transition and sustainment. Prior to QBS, where he has managed a number of compliance efforts for large retailers, Brian was in IT management roles for Target and the Federal Reserve Bank.

## November Food Drive

Don't forget to bring non-perishable food items or cash to the November MnGFOA luncheon meeting. Items will be collected and delivered to a local food shelf for distribution to needy families.

## 2009 Important Dates

### MONTHLY MEETINGS/EVENTS:

- November 18, 2009 – Monthly Luncheon & Food Drive, Ramada Plaza Minneapolis
- December 9, 2009 – Monthly Luncheon & Holiday Social, Ramada Plaza Minneapolis

PLEASE NOTE – The **Ramada Plaza Minneapolis** is the new affiliation, replacing the Sheraton Four Points effective May 28, 2009. Same place – new name!!

## **CHANGED JOBS OR CONTACT INFORMATION CHANGED?**

Have you changed jobs or has your contact information changed recently? If so we would encourage you to update this information directly on the MnGFOA web site in the Members section under “Update Members Information.” If you do not remember your login information (user name and/or password) there is a link on the home page to make a request for that information to be emailed directly to you. The web site data base is the official member data base and should be current so to ensure you receive timely information from the organization; please keep your information current. **THANKS!**

# Committee

## Executive Committee Update

The 2009 Executive Committee met on October 21, 2009 for the monthly board meeting at the Ramada Plaza. Discussion included:

- Approval of the August minutes
- Approval of the August and September Check Register and Treasurer's Report
- Reviewed recommendations from 2008 financial audit
- Discussion of Timesavers services and access to website
- Heard committee reports
- Update from 2009 Student Conference
- Reviewed applications and awarded Internship Grants
- Look ahead to 2010

## October Educational Workshops Held

The Minnesota GFOA recently sponsored two educational workshops, Beginning Governmental Accounting on October 21 in St Cloud and Intermediate Governmental Accounting on October 22 at the U of M in St Paul. Part of the mission of the MnGFOA is to provide educational opportunities for its members and we encourage all to take part in these seminars. Thank you to the participants of the 2009 accounting workshops.

## Congratulations to...

**ROBIN ROLAND** as she begins her new venture as Finance Director for the City of Cottage Grove. Formerly at the City of Farmington for 13 years, Robin is taking over the helm of the Finance Department at Cottage Grove on November 30th. Best wishes in your new position!

**CITIES OF MONTICELLO AND PRIOR LAKE** for being awarded Internship Grants in the amount of \$3000 each for the year 2010!! Both cities submitted detailed applications that should provide a great opportunity for a college student seeking an internship in governmental accounting. Students interested in more information should watch the MnGFOA website or contact these cities directly.

## Record Breaking Student Conference!

The Twelfth Annual Accounting & Auditing Student Conference held this past September was a record breaking success. We had 647 students pass through the doors this year. That's 47 more students than the previous record. Conference exhibitors were down from 55 last year to 47 this year. The decrease in conference exhibitors is directly attributed to the sluggish economy. A number of long-time exhibitors indicated that they were simply not hiring at this time. During the conference we collected over 60 resumes from students across the state. These are students who are looking for internship opportunities to permanent positions. These resumes are available on the website for members to utilize. Please keep these students in mind for any future opportunities that may arise within your organizations.

I would like to thank all the members that helped make the conference day a record breaking success. It's their enthusiasm and dedication that affords the MNGFOA the opportunity to showcase our sector of the financial field, and to open the eyes of students to the career possibilities that government can provide. Next year's conference is Thursday, September 16, if you are interested in volunteering please contact Amy Sevig at [asevig@ci.bloomington.mn.us](mailto:asevig@ci.bloomington.mn.us) or myself, Darin Nelson at [dnelson@eminnetonka.com](mailto:dnelson@eminnetonka.com).

## JOB POSTINGS

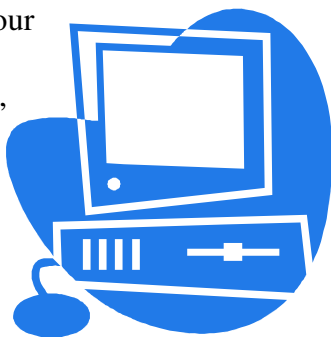
The **City of Farmington** is accepting applications for the position of Finance Director. Areas of responsibility include overseeing financial operations of the city; audit; financial statement; budget; investment/cash management; fiscal planning/bond issuance; and risk management. The ideal candidate will have a B.A. in accounting, finance business management, or a related field and six years of progressively responsible supervisory and government finance/accounting experience; or an equivalent combination of education and experience sufficient to successfully perform the duties listed above. Salary range (\$76,067 - \$93,218) DOQ plus excellent benefit package. Deadline for applications is November 20, 2009. Applications and additional required forms are available at 430 Third Street, Farmington, MN 55024 or may be downloaded from [www.ci.farmington.mn.us](http://www.ci.farmington.mn.us). Please include a cover letter and resume with application materials. EOE

Cathy Shuman  
City of Monticello  
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## Message from the Editor

Please send me any news for our newsletter: job openings, ads related to government finance, career moves, committee updates, or other noteworthy items. You are encouraged to submit general items of interest in any area of government finance. The cutoff date is the 20<sup>th</sup> of each month, and the newsletter will be emailed or mailed about the first day of the upcoming month. Thanks.



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## SAVE THE DATE!

***MNGFOA Annual Conference 2010***  
Alexandria, Minnesota  
September 21-23, 2010

***GFOA National Conference 2010***  
Atlanta, Georgia  
June 6-9, 2010