
MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION

MnGFOA NEWSLETTER

September 2004

Excellence and Leadership in Government Finance

www.mngfoa.org

Message from the President(-Elect)

By Tom Pepper

What year is it again?

If you're like me, you spent the whole first half of *this* year working on *last* year's numbers, and you're spending the whole last half of *this* year working on *next* year's numbers. You took your first look at this year *last* year. You'll take another look at this year *next* year. But you won't spend much time on this year *this* year.

It's almost dizzying. I wonder ... maybe we need a break? Maybe we need to rise above the detail of the numbers in front of us, clear our heads, and catch a glimpse of the bigger picture? Or maybe we just need to step back and look at all that detail from a different angle or through another pair of glasses?

Hmmm ... how can we do that? Maybe we need to get a bunch of us together for a couple days, maybe offer a few sessions covering the issues we face today, maybe put together other sessions on how to become better workers and better people, maybe share our different perspectives on these things with each other over a few meals, and maybe set aside some time for a little relationship-building over fun and games after a full day of work?

Sound like a good idea? Luckily, someone thought of it before I did and lots of people have been working on such a gathering for months! And equally luckily, it's only three weeks away ... just when we need it! The MnGFOA Annual Conference at Arrowwood Resort in Alexandria runs September 22-24, and luckily—once again—there's still time to register.

Robin Roland and her dedicated Conference Committee have put together a super slate of speakers and topics, while Lynn Cornwell and her imaginative Social Committee have put together terrific opportunities for us to relax and develop our friendships after the work is done.

Yes, there's probably a long list of things we could accomplish if we spent those three days in the office instead of at Arrowwood. But Stephen Covey would remind us to put first things first—put the squeeze on the urgent things to make more time for the important things. If the conference is not on your calendar, and if what's happening at the office seems more urgent than important, think about Arrowwood this year. Or put it in your budget for next year.

I'm looking forward to another great conference! I hope to see you in Alexandria on Wednesday morning, September 22, 200 ... umm ... what year is it again?

No Lunch This Month

Due to the annual MnGFOA conference in Arrowwood, there will be no lunch meeting at the Sheraton Four Points this month. (There's not really a lunch at Arrowwood either...it's just one non-stop stream of food for three days. ☺)

Annual Conference Reminder

Don't miss your last chance to register for the 2004 Annual Conference "Financing the Future of Minnesota Government" at Arrowwood Resort in Alexandria September 22-24. Registration forms are at the end of this newsletter and at www.mngfoa.org. Conference registration forms along with payment should be mailed to Cory Kampf at the address indicated on the form; Hotel reservation forms should be mailed or faxed to Arrowwood Resort at the address or fax number indicated on the form. From Lyle Wray to Stevie Ray – this year's conference offers a wealth of information and fun. Bring your Hawaiian shirts for the Wednesday night Casino night. The Conference Committee and the Social Committee look forward to seeing you there.

Any questions about the conference? Contact Robin Roland: rroland@ci.farmington.mn.us or 651-463-1880.

Committee o r n e r

Executive Committee Update

Minutes from the July 14 Executive Committee meeting were approved at the August 18 meeting. Highlights from the July minutes include:

- Continued discussion with Peter Leatherman of Decision Resources regarding design and implementation of the now-completed membership survey. See also this month's article entitled "And the Winner is ..."
- The concept of a short video production was revisited. About three years ago, plans were being made to produce a video about MnGFOA with the idea that it would be shown at the Student Accounting Conference and on the various college campuses in Minnesota, hopefully generating interest among students in careers in government finance. For various reasons, the project never really got off the ground at the time. The Executive Committee has decided to reconvene the ad hoc College Connection Committee to make a recommendation about whether to proceed on this project.
- The Committee accepted an invitation from St. Cloud State University to participate in their Career Day on October 6. Help is still needed in staffing our booth! See this month's article entitled "SCSU Career Fair Help Needed."

2004 MnGFOA Dates

Monthly Meetings:

October 20 November 17 December 15

Conference/Training:

MnGFOA Annual Conference
Alexandria, MN Sept 21-24

And the Winner is

Thanks to all of you who were selected for and responded to the MnGFOA survey mailed a month ago!! Peter Leatherman of Decision Resources Ltd. termed the response rate "tremendous!" Peter will present a summary of the results at the Annual Business Meeting during the Thursday lunch at Arrowwood on September 23.

Here are the winners of the \$50 gift certificates randomly drawn by Decision Resources from the pool of prompt survey respondents:

Shanna Fulkerson, Washington County
Jeremy Vacinek, Baxter
Connie Ecker, Plymouth
Deb Sakrison, Cohasset
Julie Zimmerman, Rockville
Al Mahlum, North St. Paul
Debra Olsen, Worthington
Warren Gunsell, Minneapolis
Sue Ferbuyt, St. Michael
Judy Holst, Oak Park Heights

Congratulations & Best Wishes to...

Merrill King, who was recently named Finance Director at the City of Minnetonka. Merrill comes to Minnetonka from the Minnesota State Finance Department and started with the City in August.

Charlie Hansen and the **City of Mounds View** on the City's recent bond rating upgrade by Moody's from A2 to A1.

Ellen Paulseth, who was recently appointed Finance Director at the City of Forest Lake. Ellie previously served as Finance Director for the City of Centerville.

Training November 3 or 4

The Education Committee of the MnGFOA will be offering two identical day-long training sessions in November. The classes will be held in Bloomington on Wednesday, November 3, and in St. Cloud on Thursday, November 4. The topics this year are "Capital Assets" and "Finance Policies and Procedures" and will be designed to provide the basics of capital assets recognition and recommended finance policies and procedures to individuals who work in the finance area. A registration form with details including locations, dates, and cost will be available on the MnGFOA website soon and in the October newsletter. If you have questions, please contact Jylan Johnson, City of Victoria at 952-443-2363 or jjohnson@ci.victoria.mn.us.

MnGFOA Working to Attract Tomorrow's Financial Leaders

Over the past six years, the MnGFOA has remained a sponsoring organization and exhibitor at the annual Accounting & Auditing Student Conference. In this role, the MnGFOA and participating members get an opportunity to visit with over 500 students from area colleges and universities who are interested in learning about careers in governmental finance and accounting. We need your help in getting the message out! The MnGFOA is looking for members from governmental organizations that are willing to spend some time planning the event, and/or helping out during the event at the registration desk, as a conference ambassador, or in the exhibit booth.

This year's conference is Tuesday, September 28, 2004, and runs from 9:30 am–3:30 pm. We could use your help especially in the morning hours, but if you can stay the whole day, there will be a free lunch plus a motivational speaker during the break!

One more thing ...

Has your organization recently hired employees that have recently completed a degree program? At the annual Accounting & Auditing Student Conference, a forum is provided where students interested in careers in governmental finance and accounting can visit with employees that have recently completed a four-year or two-year degree program, and have gone on to work for governmental agencies. This has proven to be extremely popular as the sessions are held "behind closed doors," which gives the students a chance to find out what it's like to work in government, and how rewarding it can be.

We need your help in introducing students to careers in governmental finance and accounting. If you are a recent grad or your organization has hired a recent grad in the past three years, we would like to extend an invitation to the conference so that they can share their success stories with our future hiring prospects.

If you are willing to help us out on these important efforts, please contact Chris Miller at 651-792-7031, or by email at chris.miller@ci.roseville.mn.us.

SCSU Career Fair Help Needed

On Wednesday, Oct 6, the MnGFOA will be sponsoring a booth at St. Cloud State University's Career Fair Day. Greg Sticha is looking for volunteers to staff the booth and/or assist with preparing for the event. This is a great opportunity to connect with students and share your career experiences with them. If you're interested, contact Greg at 952-939-8254.

JOB POSTINGS

Finance Director, City of Centerville – The City is accepting applications for the full-time position of Finance Director with the ability to plan and direct all City financial functions to accurately account for financial transactions and funds, manage financial assets, provide financial planning, analysis and management. Duties include management of all accounting functions, payroll, benefits, utility billing, investments, risk management; and providing assistance to the City Administrator and City Council on financial planning and related matters. Minimum qualifications include a degree in accounting from an accredited 4-year college or university in accounting, finance, business or public administration, or a closely related field; minimum of 2 years of responsible municipal finance work and 2 years of supervisory experience. Salary ranges from \$46,259.20 to \$65,841.27, DOQ. City of Centerville job applications and resume are required. Application packets maybe obtained from City Hall by calling 651-429-3232 or stop in at 1880 Main Street; 8:00 a.m. and 4:00 p.m. Monday through Friday. Open until filled.

As always, visit the www.mngfoa.org website for a complete list of current openings.



Message from the Editor

I know so many of you want to know how Lori Webster is doing. I had such an encouraging conversation with her recently. Those who know about these things will tell you that a positive attitude and a strong desire to get well are more important than anything in beating cancer. Lori is as positive and strong as anyone could be! She said she is feeling better than she has all summer—the radiation treatments have helped relieve a lot of pain.

She'll begin chemo sometime around Labor Day. Nevertheless, she is planning to join us at an Executive Committee meeting very soon to go over the results of the member survey, a project that was begun under her leadership. While she doesn't know what the chemo will do to her energy level, she hopes to make it up to Arrowwood.

Lori is SO grateful for your encouragement, support, prayers, and acts of kindness! A big THANKS to all of you from her! You can continue to support her through your messages at

www.caringbridge.org/mn/loriwebster.

Tom Pepper
City of Eagan
3830 Pilot Knob Road
Eagan, MN 55122



**MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION
2004 ANNUAL CONFERENCE**

Financing the Future of Minnesota Government

<u>WHEN:</u>	September 22 – 24, 2004
<u>WHERE:</u>	Arrowwood Resort Alexandria, Minnesota FAX: 320-762-0133

CONFERENCE [9/22-24/04] <u>REGISTRATION FEE</u>	BY	AFTER
Member	<u>August 25</u> \$ 200.00	<u>August 25</u> \$ 225.00
Non-Member	\$ 260.00	\$ 285.00

MAKE CHECKS PAYABLE TO: Minnesota GFOA

MAIL REGISTRATION/PAYMENT TO: Cory Kampf, Finance Director
City of Robbinsdale
4100 Lakeview Ave. N.
Robbinsdale, MN 55422

NEW MEMBER POLICY: You may join MnGFOA at the time you register. Rates are \$40 for regular members and \$60 for associate members. New members may remit membership dues with the conference registration fee.

LODGING: YOU MUST make separate arrangements by completing the attached lodging registration form for Arrowwood Resort by August 23, 2004. YOU MUST MAIL OR FAX YOUR RESERVATION FORM. Reservations are on a first-come first-served basis and overflow lodging reservations WILL BE made for you by Arrowwood. You are encouraged to make arrangements to share a room.

REFUND POLICY: The registration fee (less expenses) will be refunded if written notice of cancellation is received anytime through September 15, 2004. Written notice of cancellation received on or after September 16, 2004 will be refunded after deducting expenses including meals. Requests for refunds will only be considered up to October 1, 2004

THE ANNUAL CONFERENCE COMMITTEE INVITES ALL PARTICIPANTS TO DRESS CASUALLY AND ENJOY THIS YEAR'S CONFERENCE

MN Government Finance Officers Conference
Conference Lodging Reservation Form
September 21 – 24, 2004
Arrowwood Resort & Conference Center

PREFERRED LODGING HELD UNTIL

August 23, 2004

Company _____

Mr./Mrs./Ms. _____

Street _____

City _____ St _____ Zip _____

Day Phone (____) _____

Special Requests: (i.e. Room accessibility, dietary, etc.)

Explain: _____

Method of Payment:

_____ Check-Send with form

_____ Credit Card - Card Charged Upon Receipt of Form

Visa, MasterCard, American Express, Discover
accepted.

Card # _____ Exp. ____/____

Cardholder's name: _____

Signature: _____

CANCELLATION POLICY

LABOR DAY – MEMORIAL DAY

Our cancellation policy is 72 hours. We will charge your credit card one night's lodging for any cancellations made within 72 hours of your arrival. If payment is made by check, we will refund your money if cancellation is made before 72 hours of your arrival. We will keep deposit if cancelled within 72 hours of your arrival.

MGFOA requests that all cancellations be made as soon as possible to make rooms available for other conference attendees.



SPECIAL GROUP RATES

_____ \$99.00 Standard accommodations/ Per night + tax

_____ \$140.00 Suites Per night + tax (Suites are limited)

Arrival Date: _____ Departure

Date: _____

Total Room Nights: _____

ROOMMATES

If you are sharing a room, each person must complete a separate reservation form.

List name of the roommate you've selected:

If you are selecting roommates, reservation forms must be mailed or faxed together. If not received together, specific roommate requests cannot be guaranteed.

ROOM PREFERENCE

(room preference is taken as a request only and is not a guarantee. Arrowwood will do their best to honor your request at check in.)

_____ Smoking _____ Non-smoking

Overflow lodging is being held at the Country Inn & Suites. Once Arrowwood Resort is full, attendees will be notified that their reservation has been made at the Country Inn & Suites.

*The Country Inn & Suites room rate is \$99 with the following cancellation policy: Individual reservations cancelled within 72 hours of scheduled arrival will be charged one night's lodging on the date of cancellation. Once the reservation has been made at Country Inn & Suites, **YOU** are responsible for any changes that would need to be made. Country Inn & Suites phone number is 320-763-9900.*

MAIL OR FAX ENTIRE FORM TO:

Arrowwood Resort & Conference Center

2100 Arrowwood Lane NW

Alexandria, MN 56308

Conference Agenda
"FINANCING THE FUTURE OF MINNESOTA GOVERNMENT"
MGFOA 41st Annual Conference - September 22 to 24, 2004 - Arrowwood Resort, Alexandria, MN

TIME	TUESDAY SEPT 21
1-5 pm	Certified Public Finance Officer Testing
9-11 pm	Golf - Executive Putting Course

TIME	WEDNESDAY SEPT 22
9-10 am	Registration Upper Conference Lobby
9:15-9:45	New Attendee Orientation Session-Lake Itasca Nancy Zielke - President National GFOA
10-11:45	Lyle Wray - 'Financing the Future of MN' Lower Conference Center
12-1 pm	Lunch - Lake Darling Ballroom
1:15-2:45	LOCAL CONTROL - PANEL DISCUSSION Jack Vogt & Lyle Wray Lake Osakis
	BUDGETING FOR EXCELLENCE Nancy Zielke - U of Missouri Kansas City Lake Miltona
	THE FUTURE OF LOCAL GOVERNMENT ETHICS Dr. David Schultz - Hamline Univ Lake Minnewaska
2:45-3	Break - Lower Conference Lobby
3-4:30	THE US ECONOMY & TECHNO-GLOBAL REVOLUTION - Bob Moore Lake Osakis
	CAPITAL BUDGETING AND FINANCING Jack Vogt Lake Miltona
	LIGHTING THE FIRE WITHIN Ursula Pottinga, CPCC, CPG Lake Minnewaska
4:45-6	Activities - Tennis Center Socializing, Cribbage, etc.
6:30	Dinner - Lake Darling Ballroom
8-11 pm	CASINO NIGHT - HAWAIIAN THEME

TIME	THURSDAY SEPT 23
7-8:30 am	Breakfast - Lake Darling Ballroom
8:30-10	GASB 34 & POST EMPLOYMENT HEALTH CARE Darcy Hitesman Lake Miltona
	ECONOMIC DEVELOPMENT FINANCING Craig Rapp Lake Osakis
	PROCURING BANKING SERVICES USBank, Bremer Bank, PFM Lake Minnewaska
10-10:15	Break - Lower Conference Lobby
10:15-11:45	LEGISLATIVE UPDATE Gary Carlson & Gene Raneri Lake Miltona
	2004 PERA UPDATE Mary Most Vanek - Executive director Lake Osakis
	CURRENT TRENDS IN IDENTITY THEFT Abbas, Long & McCullough Lake Minnewaska
12-1:30	Lunch - Lake Darling Ballroom <i>Annual Business Meeting</i>
1:30-3	BEST PRACTICES FOR DIFFICULT TIMES Moody's, Fitch, S&P Lake Miltona
	ALTERNATIVE FINANCING METHODS M Ruff, P Donna, D MacGillvray, B Winthrop Lake Osakis
	GENERATIONS IN THE WORKPLACE Tammi Nodlund Lake Minnewaska
3-5:30	Activities - Tennis Center; Exec Putting Course Socializing, Cribbage, Ping-Pong
6-9 pm	Dinner & Comedians - Lake Darling Ballroom
9:30 pm	Bonfire

TIME	FRIDAY, SEPT 24
7:30-9:00 am	Continental Breakfast - Lower Conf Lobby
9:00 - 11:00	THINKING ON YOUR FEET - Techniques for handling yourself on the spot Stevie Ray Lower Conference Center
11:15	Brunch - Lake Darling Ballroom

ROOM RESERVATIONS	
Use Arrowwood Reservation Form	
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Standard	\$99 single/double per night
Suite	\$136 single/double per night
OVERFLOW:	
Arrowwood will make ALL overflow reservations	
CONFERENCE INFORMATION	
Robin Roland, Chair	651-463-1880

ADDITIONAL MEAL TICKET COST	
Breakfast	\$12.00
Lunch	\$14.00
Dinner	\$27.00

