

# The Association

The purpose of the Government Finance Officers Association of the Washington Metropolitan Area is to promote the improvement of methods of governmental finance within the Metropolitan area:

## District of Columbia

### Maryland and Municipalities

Baltimore  
Bladensburg  
College Park  
New Carrollton  
Prince George's  
Takoma Park

### Virginia Counties & Cities

Alexandria  
Arlington  
Fairfax  
Falls Church  
Leesburg  
Loudoun  
Prince William  
Vienna

### Federal Agency

Pension Benefit Guaranty Corp.

## Membership Structure

Membership dues are paid annually, on a calendar year basis.

**Government Members:** Individuals who are employed by a governmental unit in the field of finance, accounting, or other related area of fiscal management and who work or live in the Washington metropolitan area.

**Associate Members:** All other individuals who have an interest in governmental finance such as auditors, educators, actuaries, bankers and attorneys. Associate Members may not hold elective office or vote on amendments to the Constitution.

**Honorary Members:** Any person designated by the Executive Committee.

Luncheon meetings are held quarterly for the purpose of discussing subjects of mutual interest. One annual all-day meeting, including the business meeting, is held usually in the Fall.

# Organizational Structure

## Executive Committee 2004

### Officers

<b>President:</b>	Pamela Graham, Associate CFO,
<b>Vice President:</b>	Henry Mosley, Associate CFO
<b>Past President:</b>	Bert Molina, Budget Director
<b>Treasurer:</b>	Christopher LaCour, Acting Deputy CFO
<b>Secretary:</b>	Rita Alston, Budget Director, Metro Wash Airports Authority
<b>State Representative:</b>	Chris Cipperly, Assistant Treasurer

### Members At Large:

Robert Greco, Vice President, Bank of America  
Linda Abravanel, Vice Pres., Wachovia Bank  
Constance Downing, Dir. of Fin, Fairfax County Schools

### Committee Chairs

<b>Education Chair:</b>	Judy Banks, Dir., Ofc of Pay & Retirement,
<b>Newsletter Chair:</b>	Johnetta B. Bond, Dep Dir. Ofc of Pay & Retirement,
<b>Membership Chair:</b>	Johnetta B. Bond, Dep Dir. Ofc of Pay & Retirement
<b>Standards and Regulations:</b>	Vacant

## PAST PRESIDENTS

*1985* Melvin W Jones, DC  
*1986* Melvin W Jones, DC  
*1987* Anthony Calhoun, DC  
*1988* Mary S. Parker, MD  
*1988* Anna Lee Berman, VA  
*1989* A. Edward Navarre, MD  
*1990* Edwin G. Ross, DC  
*1991* ME. (Mickey) Poole, Jr.,  
*1992* Dan A. Neckel, VA  
*1993* Robert Reid, DC

*1994* Valerie Holt, DC  
*1995* Robert Pohlman, DC  
*1996* Johnetta B. Bond, DC  
*1997* Benjamin Mays, VA  
*1998* Judy D. Banks, DC  
*1999* Robert Hagans, MD  
*2000* Michael Slavin  
*2001* Eric Coard, DC  
*2002* Chris Cipperly, DC  
*2003* Bert Molina, DC

# By-Laws

## ARTICLE I

### MEETINGS

**Section I . Annual Meeting of the Membership** - The annual meeting shall be between May 1 and December 31 of each year. The time and place of the annual meeting shall be determined by the Executive Committee.

**Section II Special Meetings of the Members:** - Special meetings may be called by the Executive Committee either when deemed expedient or upon written request of 15 members in good standing. A special meeting must be called by the Executive Committee upon the written request of at least 25% of the voting membership. The Executive Committee shall consider within 10- days of receipt by the Secretary any written request for a special meeting. All special meetings approved by the Executive Committee or required by petition of 25% of the voting membership must be held within 60 days.

**Section III - Notice** - Written notice of all membership meetings shall be given to the full membership at least 30 calendar days in advance of such meetings.

**Section IV - Quorum and Voting** - A quorum shall consist of 20 voting members or associate members, or 10% of the eligible membership, whichever is greater. A majority vote shall determine all questions unless otherwise specified in the Constitution.

**Section V - Rules of Order** - *Roberts Rules of Order*, as revised, shall govern all proceedings insofar as they are not inconsistent with the Constitution and By-Laws.

## ARTICLE II

### DUTIES

#### **Section 1 - Officers**

- A. President** - The President shall be the chief executive officer of the Association and shall perform all duties usually incident to such office. The President shall preside at all Association Meetings. The President shall be the Chairman of the Executive Committee and an ex-officio member of all other committees.
- B. First Vice President** - The First Vice President shall be the State Representative to the Government Finance Officers Association of the United States and Canada and perform such duties as required. The First Vice President shall have other powers and duties as may be prescribed by the Executive Committee.
- C. Second Vice President** - The Second Vice President shall be the Administrative Vice President and shall assist the President in the performance of all duties. In the event of the absence or disability of the President, the Second Vice President shall perform the duties of the President. The Second Vice President shall have other such powers and duties as may be

prescribed by the Executive Committee. The Second Vice President shall also serve as Parliamentarian.

- D. Secretary** - The Secretary shall attend and keep the minutes of all membership meetings of the Association, and meetings of the Executive Committee. The Secretary shall keep other records as may be required and shall give all required notices. The Secretary shall have other powers and duties as may be prescribed by the Executive Committee. All records of the Secretary shall be turned over to the successor Secretary
- F. Treasurer** - The Treasurer shall receive and disburse all monies of the Association, keep financial records of the accounts of the Association, and prepare financial reports as necessary Upon the expiration of the term of the office of Treasurer, all books and records shall be turned over to the successor Treasurer. All books and records of the Treasurer shall be open for any reasonable inspection and examination. The Treasurer shall have other powers and duties as may be prescribed by the Executive Committee.

## **Section II - Committees**

- A. Executive Committee** - The Executive Committee shall meet at least quarterly The Executive Committee shall appoint other committee members at the first quarterly meeting of the fiscal year. A quorum shall consist of 5 members.
- B. Membership Committee** - The Membership Committee shall promote and encourage membership in the Association.
- C. Standards and Regulations Committee** - The Standards and Regulations Committee shall monitor and report on legislative action affecting governmental finance and promote intergovernmental cooperation.
- D. Education Committee** - The Education Committee shall establish, organize and promote educational programs with the membership of the Association.
- E. Other Committees** - Other committees may be established as deemed necessary by the Executive Committee.
- F Responsibilities** - All committees established above and hereinafter established by the Executive Committee shall report and be responsible to the Executive Committee.

## **ARTICLE III**

### **ADMINISTRATION AND FINANCE**

#### **Section I - Dues**

Annual dues to finance the functions of the Association shall be as follows:

Government Member \$35.00      Associate Member \$50.00

The annual dues shall be payable on application for membership and as of January 1, in each year thereafter. Membership may be suspended from the Association for delinquency in payment of dues after March 31 of the fiscal year.

#### **Section II - Fees**

Fees for programs and activities shall be established as deemed necessary by the Executive Committee.

#### **Section III - Fiscal Year**

The fiscal year for the Association shall be from January to December 31.

#### **Section IV - Annual Nominations**

The Executive Committee shall be responsible for the preparation of annual nominations for Association officers and members-at-large. Other nominations may be made at the annual meeting by the membership.

## **Standing Committees**

#### **Section V - Amendments**

Upon petition of 10% of the membership, or by proposal of the Executive Committee, amendments to the By-Laws may be recommended to the membership present at any annual or special meeting of the Association.

#### **Section VI - Disbursement Approval**

The Executive Committee shall establish procedures and levels of authority for disbursements. The By-Laws of the GFOAWTVIA have created several standing committees to help the Association:

- Better its members
- Improve the members' professionalism
- Increase its membership
- Inform the membership of its activities
- Coordinate activities with the federal, state and local governments
- Cooperate with other public finance organizations
- Respond to proposals made by the Governmental Accounting Standards Board (GASB) and other standard-setting bodies

### **Program Committee - Objectives**

1. To identify develop and promote appropriate professional education courses for the members of the GFOAWMA.
2. To correlate and assist, where requested, all continuing professional education programs by other GFOAWMA committees.
3. To examine all available materials from the GFOA and other sources for purposes of filling some of the needs of the GFOAWMA members.
4. To create an awareness of the need for continuing professional education on the part of the membership.
5. To act as a resource to members by providing advice on governmental finance requirements and methods.
6. To provide forums for specific areas of interest of the membership.
7. To communicate with members concerning regional areas of interest in the District of Columbia, Maryland and Northern Virginia.

### **Membership Committee - Objectives**

1. To increase the size of GFOAWMA's membership
2. To develop and distribute information about the GFOAWMA to all current members and potential members.
3. To encourage members' participation in GFOAWMA programs.
4. To seek out potential members.
5. To welcome new members at meetings of the GFOAWMA and encourage others to do the same.
6. To recommend evidences of membership, length of membership and service on committees.

### **Newsletter Committee - Objectives**

1. To produce a newsletter at least quarterly to its members in order to keep them informed of the various activities of the meetings, committees, etc.
2. To promote the role and image of the membership and financial professionals in the area of public finance.
3. To report on current matters of technical or professional nature that impact public finance.

### **Standards and Regulations Committee - Objectives**

1. To monitor and review actions of the GASB.
2. To prepare formal responses and testimony to the GASB.
3. To monitor Continuing Professional Education (CPE) credits.
4. To respond and work more closely with COG.