



## October, 2008 Newsletter

### Training

Check calendar and register on-line.

### Employment Opportunities

See openings or add an announcement.

### VGFOA Certification Program

Course content & requirements.

### Membership Directory

Contact someone, or update your information online

### VGFOA Board

Meet your Board, see committee assignments, and make contact

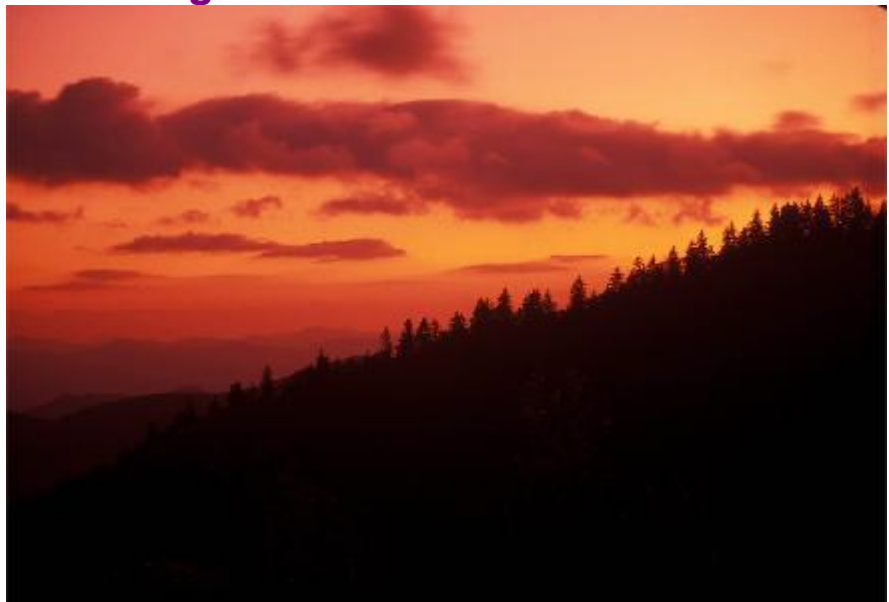
### **Do you have a story to share?**

Submit an article to the [Editor](#) for a future newsletter

### VGFOA's Strategic Plan!

Direction for the future

## VGFOA Fall Conference October 29-31, 2008 Register Now to Earn 14 CPE's



The VGFOA Fall Conference will be held in the beautiful Roanoke Valley, in the historic Hotel Roanoke. **The conference will begin on Wednesday at 1 o'clock and will conclude with lunch on Friday.**

Due to Conference demand, the Hotel Roanoke is sold out, but overflow accommodations as well as a shuttle service are available at the equally lovely Hyatt Place.

[Click Here](#) to view the latest details on this upcoming conference including hotel information, conference program, sponsors, and registration!

## GFOA Internet Training Just Announced on New School District Publication

No document plays a more important role in school district finance than the annual operating budget. To help school district budget professionals prepare

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Dues overdue? Renew your membership today.

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better budgets, the Government Finance Officers Association (GFOA) has identified 27 specific criteria for assessing how well a budget document meets these different objectives. Learn how your school district can succeed with your budget document and sign up to participate in *Preparing A More Effective Budget Document for School Districts* Internet training that is scheduled to take place on December 2, 2008, from 2:00 - 4:00 p.m. EST.

This live, interactive training session will combine lecture and exercises to explore key examples selected from GFOA's new publication *Preparing High Quality Budget Documents for School Districts* to highlight how to make a good budget document even better. Mark Shrager, Deputy Budget Director, Los Angeles Unified School District, California, states that "A school district budget is more than just a financial document — it is a means for a district to communicate its goals and policies and strengths and weaknesses. *Preparing High Quality Budget Documents for School Districts* creates a systematic plan for improving that communication." John D. Fishbein, Senior Manager, GFOA Technical Services Center, Chicago, Illinois, and author of this new publication, will present the seminar.

For more details and to register for this Internet training, [Click Here](#). To purchase the publication, visit the e-store on GFOA's Web site or [Click Here](#).



The Virginia Society of Certified Public Accountants is a strong, influential community of professionals who share one important common interest: accounting in Virginia. Did you know they offer many CPE opportunities for governmental accountants? Here are a few of their upcoming sessions:

***Governmental & Nonprofit Annual Update***

October 3 at the Tysons CPA Center  
Registration and details: Call (800) 341-8189 or [Click Here](#)

***Workpaper Techniques for Government & Nonprofit Organizations***

October 7 at the Richmond CPA Center  
Registration and details: Call (800) 341-8189 or [Click Here](#)

***The 2007 Revised Yellow Book: Government Auditing Standards***

November 17 at the Tysons CPA Center  
Registration and details: Call (800) 341-8189 or [Click Here](#)

***Frequent Frauds Found in Governments & Nonprofits***

November 18 at the Tysons CPA Center  
Registration and details: Call (800) 341-8189 or [Click Here](#)

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## VGFOA Offers Listserv Service

Fifty-one of our members have registered for the VGFOA Listserv. The listserv's purpose is to enhance the exchange of information among VGFOA members by providing a forum for discussion and the exchange of ideas, experiences, and

other helpful information about Virginia's governmental finance professionals.

Recent questions posed on the listserv have ranged from handling local fundraisers, the VRS reaffirming resolutions, booking PPTRA receivables, local alcohol reimbursement policies, and the use of social security numbers by localities.

Subscribe to the VGFOA listserv by [Clicking Here](#).

If you have any questions or comments about the listserv, please contact Nickie Champion at [nchampion@gloucesterva.info](mailto:nchampion@gloucesterva.info).

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## 2009 VGFOA Classes Posted

To help you start planning your FY2009 training, the tentative schedule of 2009 courses has been posted. Please [Click Here](#) to visit the VGFOA calendar website and provide any comments or questions to Vivian McGettigan at [Vivian.mcgettigan@fauquiercounty.gov](mailto:Vivian.mcgettigan@fauquiercounty.gov).

### 2008

Nov 13-14	Operating and Capital Budgeting	Roanoke
Nov 17-18	Cash and Investment Management	Richmond
Dec 4-5	Leadership: Effective Communications	Richmond

### 2009

Jan 8-9	Advanced Governmental Accounting	Fairfax
Feb 5-6	Virginia Government and Law	Roanoke
Feb 12-13	Cash and Investment Management	Newport News
Mar 5-6	Virginia Government and Law	Richmond
Mar 5-6	Grants Management	Newport News
Apr 9-10	Internal Controls	Roanoke
Apr 23-24	Pensions, Risk Management & Procurement	Chesapeake
May 7-8	Operating and Capital Budgeting	Fairfax
May 21-22	Cash and Investment Management	Charlottesville
June 11-12	Intermediate Governmental Accounting	Newport News
June 18-19	Intermediate Governmental Accounting	Roanoke
Aug 6-7	Issuing Debt and Debt Management	Richmond
Aug 10-11	Intermediate Governmental Accounting	Charlottesville
Sept 17-18	Internal Controls	Fairfax
Sept 24-25	Virginia Government and Law	Chesapeake
Oct 29-30	Leadership: Effective Communications	Fairfax
Nov 15-16	Advanced Governmental Accounting	Roanoke

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## Status of Regional Programs

The VGFOA is working to develop regional programs for our members. This effort is designed to bring educational and networking opportunities to our members through four regional groups (Northern Virginia, Central Virginia, Southeast Virginia and Southwest Virginia). Recent developments to report:

The **Central Region Chapter** held their first 4-hour CPE training day on Friday, September 12<sup>th</sup>. There were 15 participants in attendance with sessions conducted by John Montoro of Cherry, Bekaert & Holland with an Accounting/Auditing Update; Robert Lauterberg and Steve Mulroy of VML/VACO Finance Programs with a VML/VACO OPEB Update; Jean McGowan of the Tattersall Advisory Group and Scott Stitche of Evergreen Investments with an Economic and Capital Markets Review; and Nelson Bush of PFM Group with a session on investments. Interest in this regional chapter can be directed to Clarence Daniels at [dan@co.henrico.va.us](mailto:dan@co.henrico.va.us) or Charles Ramsey at [ram08@co.henrico.va.us](mailto:ram08@co.henrico.va.us).

The **Southwest Region Chapter** held an initial planning meeting with VGFOA members from the Roanoke Valley and Lynchburg areas on September 9<sup>th</sup>. Initial steps included preparation of a database of localities within this region and a survey to localities to determine their needs and interests. The core planning group hopes to host a Southwest Region Chapter event in the first part of November. They feel one of the best things they can offer is the chance to network with one another and share ideas. VGFOA members in the Southwest Region are encouraged to stay tuned for further updates! The contacts for this regional chapter are Rebecca Owens at [rowens@roanokecountyva.gov](mailto:rowens@roanokecountyva.gov) or Ann Shawver at [ann.shawver@roanokeva.gov](mailto:ann.shawver@roanokeva.gov).

The **NOVA Regional Organization** has made a tremendous effort to recruit jurisdictions and authorities in the region into its membership. They currently have 24 active jurisdictions and authorities, and are actively recruiting more. The NOVA Regional Organization will be providing quarterly focus groups offering CPE on varying topics. The first focus group is scheduled for October at the Fairfax County Government Center. The exact date and topic will be communicated soon. The group will also be holding a social event in early October with specific information to follow. Anyone interested in participating or needing more information, please contact Tanya Burrell at 703-324-3274 or at [tanya.burrell@fairfaxcounty.gov](mailto:tanya.burrell@fairfaxcounty.gov).

The **Southeast Region Chapter** is scheduling a planning session in Virginia Beach in October. Details of the meeting will be sent to members of the region soon.

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## Stressed Out?

We all face challenges and obstacles – and sometimes the pressure is hard to handle. When we feel overwhelmed, we experience stress. In small amounts, stress can be a good thing. It can give us the push we need, motivating us to do our best, and stay focused and alert. Stress is what keeps us on our toes!



But when the going gets tough and life's demands exceed our ability to cope, stress can be a threat to our physical and emotional well-being.

Some of life's stresses are unavoidable, but there are a lot you can do to reduce those high levels of stress down to something that feels more manageable. Here are a few simple suggestions for coping with stress:

- *Learn to recognize what stresses you.* Something that's stressful to you may not even faze someone else.
- *Know when to say "No".* Know your limits and stick to them. Refuse to accept added responsibility when you are close to reaching your limit.
- *Avoid people that stress you out.* If your boss stresses you out, you probably can't avoid them. But you can steer clear of people who have a history of leaving you feeling stressed.
- *Take control of your environment.* If reading the news on the Internet leaves you feeling tense – stop reading the news on the Internet. If traffic has you tense – take a less-traveled route.
- *Avoid hot-button topics.* If you get upset over religion or politics – cross them off your conversation list. If you repeatedly argue about the same subject with the same people – stop bringing it up or excuse yourself from the conversation.
- *Connect with others.* Spend time with positive people who enhance your life. A strong support system will buffer you from the negative effects from stress.
- *Make time for something that brings you joy.* Do something for someone else, play with a pet, listen to music, watch a comedy, read a book – find that something that brings you peace.

*The Virginia Government Finance Officers' Association shall be the premier organization in developing leaders with financial and management expertise through education, fellowship and professional development to foster excellence in government.*