

IFMA Cincinnati Chapter

Board Meeting Minutes 03/08/17

8:30-10:30 AM

Conference Call 888-330-1716, Pass Code 2264069

Meeting held via conference call

ATTENDEES

Brent Degenhardt, Mark McKiernan, Erin Rink, John Onnen, Gerry Borgman

Unable to attend

Janice Neff, Jim Hull, Margaret Kinkelaar, Cindy Begley, Jenn Kunz

Last Meeting Follow-up

- Approval of February Board Meeting Minutes
 - [Approved](#)
- Survey - Janice dropped the ball 😞

New Business

- National has provided Leader Portal access for Jen and Margaret
 - John - do they have Admin rights for IFMA Cincinnati website?
 - John will get Jenn and Margaret Admin access to IFMA Cincinnati website - same access as Tony and Kimberly had
- February Program Feedback
 - [Good program content - speaker knew his stuff.](#)
 - [Space - ran out of room at the end. Not easy to navigate getting to the space for the program.](#)
- Strategic Plan
 - [dust off the old plan and re-introduce at April Board Meeting](#)

Board/Committee Chairperson Reports

- Past-President
 - a. [No report](#)
- President
 - a. [No report](#)
- Vice President/Golf Committee Chairperson
 - a. [No report](#)

- Treasurer
 - a. Report via email:

IFMA checking account balance - \$34,306.24

Sponsorship received - \$8,250.00

- Sponsor receipts are against a FY budget of \$12,000
- I sent the sponsorship summary to Gerry and Janice

P&L

- Revenue Budget FY 2016 – 2017 \$ 54,080
- Expense Budget FY 2016 – 2017 59,850
- Net Budget for the FY (\$ 5,770)

- Revenue YTD Feb \$ 28,053
- Expenses YTD Feb 32,103
- Net YTD (\$ 3,710)

So on our FY, we are slightly ahead of budget.

I expect the P&L revenue will improve to budget when golf event receipts arrive.

I sent the electronic Budget Report worksheet out to you guys.

Financially the Cincinnati Chapter is in a good position.

- Secretary
 - a. No report
- ChapterPartners
 - a. Much confusion on the financial side with who has paid and who hasn't paid.
 - b. Need to have communication from Jim Hull when payments come in so all committees can be contacted and advised appropriately.
- Communication
 - a. Would like to have 2 programs up at all times on the website
 - b. Proposed: put place holders on the website to promote full calendar - not all of the details need to be figured out or published - but want to get the word out that we are scheduled for the 2017 year.
 - i. John will get all items listed on the website
- Education - n/a
- Golf Outing
 - a. Proposed Fundraising Recipient, The Alois Alzheimer Center, Music Program
 - i. Approved by board members
- Membership - as of 03/07/17
 - Total Members -119
 - Associates - 49
 - Professional - 65
 - Lifetime - 0
 - Retired - 1
 - Young Professional -6

- Programs
 - March - Co-Host March Madness and Expo
 - As of 03/07/17 we have 13 Members Registered, 7 Guests Registered, 1 Slam Dunk (\$250) Sponsor, 3 3-Point (\$150) Sponsors, -0- Free Throw Sponsors
 - John will send a couple more reminders out so we can boost attendance - this is a great event
 - Above mentioned registered - are from Cincinnati Chapter - Dayton Chapter has been keeping their registration numbers.
 - April - Reds Game
 - 04/06/17 - this is a change from our normal 3rd Tuesday
 - Free to Members - 1st ticket - additional tickets may be purchased for \$75. 60 Tickets available. Machine Room
 - May - MadTree
 - Happy Hour event
 - Consider switching with August event - because there are 3 social events in a row as it is now proposed.
 - No matter what the event - consider making May program a Bring a Guest to a meeting (no charge)
 - June - Duke Energy Envision Center
 - Confirmed; **20 people MAX**
 - Confirm date and location info so all can be posted on the website.
 - July - Golf Outing
 - Can we open registration now?
 - August - Cincinnati Zoo
 - Need to contact the Zoo to see if this can be moved to May.
 - September - Beth Osgood, CFM (J&J)
 - October - Brady Mick
 - November - National Speaker
 - Tie into WWP17
 - December - Annual Business Meeting

Future Programs

- January 2018 - Music Hall
 - Michael Burson has reached out regarding a tour. He is the PM on site. If we can move this forward, we may consider it.
- Newport Aquarium
- Rumpke Recycling

Action Items

- Golf Outing Fundraising Recipient - Vote
 - Approved

- Should we consider switching May and August Programs, if possible?
 - Frequency of "social" Programs
 - See notes above - board agreed this would be a good idea if the Zoo can take us in May.
- Recruiting
 - Education
 - Social Media/Photography
 - Let Brent or Janice know if anyone has ideas - they will reach out to the person.

Noteworthy

- Facility Fusion - April 4-6 (Las Vegas, NV)
 - Board or Committee Members planning to attend?
 - We budget for one board member to attend - typically the VP attends - if not available then it opens up to other board members.
- Define.fm - IFMA/RICS Collaboration
 - IFMA Credential Training will be transitioning from the Holmes Corporation-hosted platform to the new RICS-hosted online platform (www.fm.training) on April 1, 2017
 - ContinuingEd platform was launched in December 2016
- World Work Place - October 18-20 (Houston, TX)
 - Janice planning to attend
- Financials - it would be helpful to have a monthly reconciliation statement (Similar to what Gary Tout used to provide) to help navigate payments and deposits into accounts. Easy reference for committee members to reconcile payments made for sponsorships, etc.