

# IFMA Cincinnati Chapter

Board Meeting Minutes 05/10/17

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8:30-10:00 AM

1-866-546-4138, Conference Code 182 532 9

Meeting held via conference call

## ATTENDEES

Janice Neff, President

Jim Hull, Treasurer

Brent Degenhardt, Past President

Erin Rink, Secretary

John Onnen, Communications

Cindy Begley, Golf

Margaret Kinkelaar, Programs

Jennifer Kunz, Membership

## UNABLE TO ATTEND

Mark McKiernan, Vice President

Gerry Borgman, Chapter Partner

## **Last Meeting Follow-up**

- Approval of April Board Meeting Minutes
  - Approved

## **New Business**

- Board Outing
  - Gerry will you plan for us?
    - Table until June Board Meeting
- Strategic Plan
  - Dust off the old plan and re-introduce at June Board Meeting
    - Table until June Board Meeting
- CC Refunds from IFMA Cincinnati Chapter
  - Able to credit via PNC portal, or does a check need to be issued?  
Gerry is due \$150 for Reds Game Guest Registrations that need to be refunded

## **Board/Committee Chairperson Reports**

- Past-President
  - a. No Report

- President
    - a. Physical Meeting locations - Janice will send out two locations that have been offered and will go to a vote to the board on location preference.
  - 
  - VicePresident/Golf Committee Chairperson
    - a. No report
  - Treasurer
    - a. IFMA checking account; Beginning balance - \$33,627
      - Ending balance on 4/28/17 - \$35,725
      - Chapter Sponsorship received - \$500 from Hilti
      - Still expect a sponsorship check from RJE for \$50
      - P&L
        - Revenue YTD April \$34,546 FY Budget \$ 54,080
        - Expenses YTD April 36,837 FY Expense 59,850
        - Delta (\$ 2,291) (\$ 5,770)
    - For the FY, we are ahead of budget to the positive by \$3,479
    - There are 2 months remaining in the FY. Golf revenue and expenses should start arriving in May.
    - The chapter remains in a strong financial condition.
    - Update the Transaction log to current info
      - 2017 instead of 2015-2016
- Secretary
  - a. Researched meeting location - Indian Wesleyan - expensive option - stick with free location
- ChapterPartners
  - a. No report
- Communication
  - a. Keeping up with meeting notices and website info.
  - b. Jenn should now be set up on Admin site
- Education - n/a
- Golf Outing
  - a. Fundraising Recipient, The Alois Alzheimer Center, Music Program
  - b. Contract has been signed
  - c. Has Deposit been paid?
    - i. Didn't address this
  - d. Next committee meeting 5/18/17
  - e. Event has been posted on website
  - f. Mailbox address - items forwarded to Jim Hull
  - g. Will get with Margaret to plan Networking event after golf outing
- Membership - as of 05/10/17
  - Total Members - 113
  - Associates - 46
  - Professional - 60

Lifetime - 0

Retired - 1

Young Professional -6

- Chapter Leader portal still not working through National
- First upload was successfully completed yesterday,
  - Current member info should be up to date on website
- Mass mailing issue
  - Under member profile on Cincinnati website - In member provide - pick the member, click 'edit' and under email address check 'Mass Mailing'
- Component reports - save as a reminder to upload weekly
- Programs
  - a. May - Cincinnati Zoo
    - i. 23 registered at time of meeting, will cap at 28.
    - ii. Margaret will send registered members their tickets to print.
    - iii. \$26/per person - includes admission, ticket and meal
  - b. June - Duke Energy Envision Center
    - i. Confirmed; **25 people MAX (number updated)**
    - ii. Margaret will get John the details so it can be posted
  - c. July - Golf Outing
  - d. August - Reds Game ?
    - i. Reds credit of \$1414 - consider doing an event in August there
    - ii. Mad Tree is not an option due to anticipated costs
  - e. September - Beth Osgood, CFM (J&J)
  - f. October - Brady Mick
    - i. Follow up with Brady to make sure he doesn't double book again
  - g. November - National Speaker
    - i. Tie into WWP17
    - ii. IFMA Fellow Offer to Present
      - i. Margaret to review and recommend
    - iii. Try for local presenter
  - h. December - Annual Business Meeting
    - i. Book location from 2016 - Firehouse Grill, Blue Ash

## 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

- Recruiting
  - Education
  - Social Media/Photography
    - Potential Laura Heekin - TRA
      - Erin will reach out to Laura again

## Noteworthy

- Mark McKiernan has returned to work where he had a conflict that prevented him from participating in this call
- World Work Place - October 18-20 (Houston, TX)
  - Janice planning to attend
  - Member Drawing during August Program
    - Need to purchase WWP Early Bird Ticket for this purpose; JN to contact Josh Amos for assistance
    - Talked about changing process to draw a name because 2 years ago we went through 5 names and none could attend. Ultimately decided to keep the same process as in the past because it's only happened once. Pull a back up name at the time of drawing to make sure we have an alternate.

## Next meeting:

- Wednesday, June 14<sup>th</sup> @ 8:30 am
  - Call in info will be provided