



**IFMA Cincinnati  
Board Meeting Minutes**

Date: January 9, 2013  
Location: Ethicon-Endo Surgery

Attendees: Beth Osgood, President  
Brent Degenhardt, Vice President  
Gary Tout, Treasurer  
Erin Rink, Secretary  
Gary Rahn, Past President

Janice Juergens, Membership Chair  
Jennifer Brumfeld, Program Chair  
John Ruebel, Golf Chair  
John Onnen, Communications Chair  
Gerry Borgman, Chapter Partners

Chair  
Kathleen Armstrong, Education Chair

Absent: John Ruebel, Erin Rink

TREASURER REPORT - Gary Tout: The December Transaction Log and updated Budget Report were circulated. There were \$1572.77 in fraudulent charges in December. Someone used the credit card in New York. Four charges have been credited back. Gary is still working with the Apple Store. Alerts have been set up on the card and the president's card has been cancelled.

Total expenses to date are \$34,087.99, which is slightly over budget for the year to date. December's opening balance was \$25,444; closing balance was \$22,119.

The Regis office location is meeting the requirements for answering phones and mail delivery. It was suggested that letterhead and business cards be updated with the new address.

The accountant is paid \$150/month. Gary sends reports to the accountant, who she enters information into Quicken, generates profit and loss reports required by IFMA National and files the 1099.

VICE PRESIDENT - Brent Degenhardt: Aisin World Corp would like their facility managers to acquire professional certifications and would like IFMA Cincinnati involved in quarterly meetings. Their next meeting is February 28, 9a - 10a. Their facility managers from across the country are present. This offers IFMA a potential for new members. If they work toward the CFM credential, they would help support the cost of the CFM instructor. Beth Osgood will follow up with Andrea Sanchez, IFMA National, to see if they have canned programs and handouts. Brent will get agenda and Beth, Brent and Kathleen will meet prior to discuss our presentation.

PROGRAMS - Jennifer Brumfeld: Jennifer's last board meeting is this date. The Programs Committee is on budget. Sonitrol covered all charges from the January luncheon. There is \$2000 available for April, May and June programs. February's program at the Expo on the 7th needs a presenter. Gary Rahn will ask GBBN. The Dayton Chapter asked us to do a joint meeting with Columbus IFMA for March Madness in Dayton. Jennifer will pass on Beth's name as

contact. Gerry Borgman will check on a tour of the Queen City Tower for April. May is the Reds Outing. We need to Contact Group Sales this month to reserve a May date. The Summer Social at the Art Museum was well received. The golf outing will be the October meeting, November is open and December is the Holiday Social. Sponsors are needed for February, April, May, June. It was discussed that sponsors should be assigned specific months rather than asking them to choose a month. Simplex would like to host a lunch at their location.

John Onnen: The newsletter went out. John polled how many board members tweet. There are 67 followers, but not all are members. He then asked who checks our discussion groups on Linked In. We now require only local and national members to join and make sure there are no solicitors. Beth said she is checking weekly. The goal is to make our social media a more valuable tool for members. John reported that we are waiting for American Sound Masking's specs for their banner to put it on our website.

SECRETARY – Beth Osgood for Erin Rink: Erin will have the directory to the printer, Alpha Graphics, by end of week, 1/11.

MEMBERSHIP – Janice Jergens: One new associate member in December, Amy Rasmussen, Scioto. A drop in membership at the end of the year. The committee is growing. New committee members will make calls to members who are expiring. Jennifer commented that associates are asked to make a business case as to why IFMA is beneficial to associate members and she stated that in her case, and has heard from other associate members that IFMA is not beneficial. Associates have a hard time getting time with professional members. Comments were that the chapter needs more professionals. The Directory will put associate members names in front of the professionals.

EDUCATION – Kathleen Armstrong: No report.

CHAPTER PARTNERS – Gerry Borgman: Many sponsor plaques were delivered. It was suggested that he mail them or put on vendor tables at the Expo. There are seven potential partners that Gerry is waiting for a response from, which will bring in \$3500 income. American Sound Masking will be a new Platinum partner. Gerry is trying to finalize the table tents. Phibbs has the logos and will print the table tents.

ROUNDTABLE – Names suggested for Programs Chair: Nina Downs, Integrated Protection Services; Jessica Fahnke, Solid Blend Tech would like to assist; Rick Dames is interested; Rick Spurlock, Playing Cards; Teresa Simos, Graybar; Dora Weiss, Nations Roofs, would like to assist.

At the January luncheon, ten people registered and did not attend. Gary Rahn would like to make sure they are deleted from the roster so they are not included in the World Workplace drawing for free attendance. Jennifer will send the list to Gary Tout and Gerry Borgman. We need to start charging members who register and do not attend.

There was agreement that the luncheon meeting had good content but people felt speaker over-solicited his company. On the other side, it is hard to ask an associate to sponsor a meeting, pay for the food and provide a meeting place, but they can't say, "call me, here's my card". Return comment was that just being a speaker puts them out there for people to call for their services.

Jennifer was thanked for her services as Program Chair. She did a great job and we will miss her!

There being no further business, the meeting was adjourned.

NEXT BOARD MEETING – February 13, 2013, 8a, Ethicon-Endo Surgery