

IFMA Board Meeting Minutes – June 2013

Date: June 26, 2013

Location: Queen City Tower, Conference Room A-GAT18

Attendees: Beth Osgood, President
Brent Degenhardt, Vice President
Erin Rink, Secretary & Golf Chair
Gary Rahn, Past President
Janice Juergens, Membership Chair
Gerry Borgman, Chapter Partnership Chair
Kathleen Armstrong, Education Chair.

Absent: Gary Tout, Treasurer, Nina Downs, Program Chair

Treasurer Report:

Open Balance - \$29,673

Closing Balance - \$30,155

There is nothing unusual going on with the account – mostly dues or incomes and nothing major coming out of the account.

Treasurer switch over from Accountant (Peggy)

Considering starting fresh after Year End close out with Peggy.

Let Peggy handle Year End for Recertification for 2014.

No reason we can't do the accounting ourselves. We have Quicken and will be able to run same reports – it will eliminate a step and save money. But we would like to have the history of the IFMA books.

Having a hard time getting the file from Peggy it is too large to email Beth and Brent will send a letter to Peggy to terminate the agreement and send a flash drive to get the file.

Will verify the agreement and notice terms prior to sending letter.

Recertification is due August 9th, 2013

Communications Report:

Updating the Website continues to be an issue – WordPress is not a user-friendly platform.

Gerry Borgman will talk to his son Matt and see if he would be willing to look at helping reformat/design the IFMA website. Will cost some money again but we have the funds.

It has been recommended to make the website friendly enough allow the IFMA Board to be able to change/edit the content of the site.

John is looking into updating and getting a price for it.
Directory Update – Being printed now. Will mail directories when complete.

Chapter Partner Report:

New table tents are being printed and will be out at July meeting.

Membership Chair report:

We are at 187% of goal for 2013!!!

138 Members
82 Professionals
53 Associates
2 Lifetime
1 Young Professional

Janice will send personal invites to the July Social to new members.
Sending Thank You letters to renewals and new members.
VERIFY that Nina is keeping track of Professional Members to keep in drawing for World Workplace.
Drawing will happen in August
July is last meeting to register and qualify for the drawing.
New Members – Quarterly Social to welcome them.
\$50 Gift Certificate Give away at programs to come out of Membership Budget.

Programs Report:

June –Vacation Month – No meeting
July 18th– Happy Hour/Social for members at Bar Louie – Newport on the Levee – No meeting presentation – Gold Presentations OK – Gerry Borgman to coordinate.
August 20th– 5/3 Presentation - Need to get on Website
September - Looking at getting a speaker in from National
Working with Dayton Chapter to save on costs
Targeting West Chester area for meeting venue.
Voice of America – Miami University Auditorium
October 14th– Golf Outing
November – Open – Facilities Topic
December – Social/Business Meeting – Booked for Montgomery Inn – Montgomery one either December 3 or 4th – Need to confirm with Nina.
\$50 Gift Certificate Give away at programs to create interaction at meeting

Golf Chair Report:

Maketwah has April 21st held for us for 2014 outing. It's the only date at this time that we can move to. We might still have an opportunity to move the date at the end of the season if others don't renew their date.

After discussing with the board – we are going to keep the October date in 2014 unless we can move to May/June for 2014.

Charity – BeauVita – Housing for Developmentally disabled people by New Mercy West.

Baskets instead of Raffle – theme baskets will be available this year – make a list of items in the baskets and ask for donations from members

Education Report:

Kathleen attended Facility Fusion

80% of IFMA Members are Professionals

Volunteers – target for 25% participation from membership

New Member Socials – Quarterly – have been suggested. This will be a good place to reach out and let them know what volunteer opportunities there are.

Job List would be a good opportunity to show what is available to members.

Kathleen will check with new members and see if there is any interest in volunteering.

New CFM Test – Has information from Fusion on changes to program.

Targeting February for CFM Certification Class.

Presidents Report:

Recertification is August 9th – Budgets have to be set by then.

Succession Plan- we all need to start thinking about next year's elections and where board members want to be for 20140-2016

Next meeting: Wednesday, August 14th. 8:00 AM Ethicon Endo Surgery.