

IFMA Board Meeting Minutes – April 2015

Date: April 8, 2015
Location: Fifth Third Montgomery Road

Attendees: Brent Degenhardt, President
Beth Osgood, Past President
Janice Neff, Vice President
Gary Tout, Treasurer – via phone
Jim Habig, Treasurer (new)
Erin Rink, Secretary
Gerry Borgman, Chapter Partnership Chair
Kathleen Armstrong, Education Chair
Scott Weaver, Program Chair
Mark McKiernan, Golf Chair

Absent: Kimberly Kruse, Membership Chair
John Onnen, Communications Chair

Presidents Report:

Committee transitions

Jim Habig has been approved by the Executive Board to transition to Treasurer midterm – Gary Tout will be leaving Cincinnati.

Scott Weaver is now sole chair position for Programs

Charles Haas – is now the photographer for our events – Brent will announce at the next meeting.

Vice Presidents Report:

No report

Treasurer Report:

\$26,928.89 – Starting Balance for March 2015

\$26,113.06 – Ending Balance for March 2015

Standard transactions –partnership deposits, dues and program fees

Brent or **Beth** will need to add Jim to PNC as an authorized user.

Jim and **Gary** to meet next week to go over all transition pieces.

Kathleen has asked if the money has been paid for the CFM Breakfast – **Gary** to look into it – said the check was written – **Kathleen** will verify if it was received.

Kates Catering from Rumpke event – will pay invoice next week.

Oasis Event – **Scott** will forward the bill to the organizers – this is no expense to IFMA.

Secretary Report:

Volunteer Lunch – Moved to Wednesday, May 13 (immediately following May Board meeting) at Buca di Beppo
Get all board meeting minutes uploaded to website

Communications Report:

Brent will get with **John** to get photos from Charles Haas from programs to the website and scrolling PowerPoint
Scrolling PowerPoint

Chapter Partner Report:

Need to get the plaque plates with names on it for Chapter Partners.
Scotts Awards on Rt 42 – **Gerry** will look into this.
Tecta America – Can't be a chapter partner as originally promised.
Asked us to refund the amount. Confirm they are a Friend of IFMA.
Gary and **Jim** to send a check for \$250 back to them.

Membership Chair report:

131 Members
75 Associates
51 Professionals
1 Young Professionals
1 Lifetime
1 Fellow

Name Badges will be taken over by **Janice** for the time being. This will include keeping track of attendance for each meeting and who will be eligible for the WWP drawing. This is a short term solution.

Ribbons will be added to all Name Badges to note Board Members, Guests, etc.

Programs Chair Report:

Previous Month Program wrap up:

March 17th – Rumpke

Great program, very expensive food. \$17/person for a box lunch – too much to spend in the future for this type of lunch.

Tour was well attended – some members have asked that we do it again – board suggested that it is 15-18 months out.

Rumpke will accommodate IFMA members that couldn't attend the meeting in a tour at their availability. Reach out to membership to let

them know about this resource. **Scott** will get the contact information from **Janice** and will get the info to **John** to get on to the website.

Janice has a catering contact that she will pass along to **Scott** so we can have a 'go to' that will work with our budget

April 29th – Reds Outing – Machine Room – 60 tickets purchased free to members \$75/guest

Currently have 43 registered. If tickets remain on Monday, April 13 then open it up to two tickets per member to purchase.

Beth is buying raffle prizes - \$150 in giveaways

Erin looking for Drink tickets

May 19th – ISSA – International Sanitary Service Association, non-profit trade organization. **CONFIRM**

Embassy Suites in Blue Ash – **Confirm with facility**

Announcements at event:

Golf Outing Charity – Prospect House – Will have 1-2 people to talk about the group. – 15 min.

Current CFM to speak – Janice – 5 minutes

Need to get information to John for website

June 29th –Annual Golf Outing – Maketewah Country Club

July 21st Meeting (date tentative)– Open *Need to announce the WWP Trip winner

August 18th Meeting (date tentative) – Open

Ideas: Miami Valley Gaming, Monroe – Gerry has a contact and will see if we can get in there

Federal Reserve – have done this in the past and was very interesting
Dunhumby – new building is opening summer of 2015 and will be able to set up a tour

New Riff Distillery at Party Source – Social opportunity?

Programs Budget – Currently \$1000+ over budget for Programs for 2015 – need to be conscious of money spent for the rest of the year. Also, need to pay special attention to budget for 2016

Programs General Notes:

Announcements/Reminders: **Scott** and **John** need to establish a schedule

Hard cutoff date – Friday before the event – Programs (and any other board member) need to send any additional requests to attend

program to Membership. They will make the call if additional people can attend the meeting.

Program Committee – now responsible to bring Projector and Computer to each meeting

Ribbons will be added to all Name Badges to note Board Members, Guests, etc.

Education Report:

Committee is getting back together to regroup

Other chapters are doing similar things to us:

San Diego is charging their members \$1500 for the 2 day session (per person), includes the FMLS

Two other chapters are charging \$550 for two day session and \$900 for FMLS

Those interested in taking FMP can attend the sessions but just don't take the test.

Kathleen getting info to **John** to have the ability to make payments for the session.

80 Professionals on the mailing list - still staying with 5 attendees as a minimum.

Budget for this is approx.. \$3775 for time and expenses – each person to pay \$650 for the FMLS + \$35 booklet

HAVE to Market this!

Golf Chair Report:

Started with Committee meetings

Next committee meeting is May 1 at Coopers Hawk

Starting to get donations and hole sponsorships in.

Prospect House is the Charity for 2015 – Will have a couple people speak at the May Program to tell a little about the organization.

Erin will take video and see if we can use it on the website.

Past President Report:

None

Round Table:

Any emails going out to membership from a Board Member needs to be sure to BCC all people email.

Packets for every attendee at programs – Bio on speaker, and any upcoming events – Education Day, Golf Outing, etc.

New Items to cover for May meeting:

Job Descriptions – go over with everyone – Brent will bring to for all to review.
Budget for 2016

Next meeting: May 13, 2015, 9am – Fifth Third Montgomery Rd.