

# IFMA Board Meeting Minutes – February 2014

Date: February 12 2014

Location: Symphony Hotel

Attendees: Beth Osgood, President  
Brent Degenhardt, Vice President  
Gary Rahn, Past President,  
Erin Rink, Secretary & Golf Chair  
Nina Downs, Program Chair  
Kathleen Armstrong, Education Chair  
Janice Neff, Membership Chair  
John Onnen, Communication Chair  
Gary Tout, Treasurer (via phone)

Absent: Gerry Borgman, Chapter Partnership Chair

## **Treasurer Report:**

Opening Balance: \$28,940

Ending Balance: \$26,641

New laptop has been purchased! Microsoft Office has been installed  
Need to install Quicken.

Projector was purchased for the chapters use.

## **Communications Report:**

Website

Need members to register on the new website

Registration on the new site helps with signing up for events and  
looking at private information regarding the chapter.

Will see who needs to still register and resend the email to those  
members.

## **Chapter Partner Report:**

\$10,000 currently committed

\$15,500 is expected for 2014

Finalize calls and tally

No table tents for January meeting – will scroll company logos on  
screen

## **Golf Chair Report:**

Committee meetings start February 2014

**Membership Chair report:**

133 Members

83 Professionals

50 Associates

Check in with Janice and see if we can divvy up the member roster every month and make phone calls to personally invite members to each meeting. Same names every month.

Janice to email copy of Agenda to Board/Committee Members for use at all future meetings. Committee Chairperson submit in advance of monthly Program.

**Programs Report:****Ideas for 2014:**

**March 18<sup>th</sup>:** Beyond Collaboration: Workplaces that Innovate by Brady Mick at Mitchells – Newport on the Levee – **This will qualify for CFM point.**

**April date CONFIRM:** Cold Jet - Date and Presenter set – Darren George –meeting in Loveland – Confirm content

**May:** Reds Outing

**June:** Golf Outing – Installation of Officers

**July:** Open/Off

**August:** Fifth Third

**September:** Potential CFM Training at Luncheon program

**October:** National Speaker TBD

**November:** Open

**December:** Holiday Social – Museum Center (ERink to look into this)

**Ideas for Meetings:**

Museum Center

Cincinnati Art Museum

Cincinnati Zoo – they have a new presentation/tour – Check in with Mark Fisher – IFMA Member

Rumpke Recycling Plant – concern that it will have a strong odor (the old location did not, and I don't anticipate this will). I'll make a site visit prior to if required - JANICE

National Speaker targeted for October

**\*\*Lunch sponsors are needed.\*\***

**Education Report:**

Kathleen spoke with National – Ronna Hager regarding the Blue Book presentation we had for a monthly meeting. This meeting ended up being a full commercial for the Blue Book. Ronna was unaware of the contents of this meeting and will look into it.

**Presidents Report:**

Dues will remain the same for 2014

Job Descriptions need to be completed by March Board Meeting

**Strategic Plan Update** – Brent Degenhardt

**Past President Report:**

**Other Items:**

**Facility Fusion – Washington DC – April 15-17 –**

**Job Descriptions UPDATE**

Start in February and finish in February

Committee chairs to complete a checklist and description of their position.

**Volunteers Thank You Lunch**

11:30 am February 13<sup>th</sup> at Buca di Bepo – Erin Rink to coordinate reservations, volunteers and invitation

EVite will be sent by January 10, 2014

Send list of volunteers to board to make sure we aren't missing anyone.

Next meeting: Wednesday, March 12, 2014. 8 AM Ethicon