



BOARD MEETING MINUTES

Date: July 13, 2011
Location: Panera Bread-Hyde Park, Cincinnati, Ohio

Members:	Gary Rahn	President	Monty O'Hara	Membership
	Reed Tarkington	Vice President	John Ruebel	Programs
	Gary Tout	Treasurer	Jim Hull	Education
	Brent Degenhardt	Secretary	Erin Rink, Beth Osgood	Golf
	Greg Wilson	Past President	Gerry Borgman	Chapter Partners
	John Onnen	Communications	Open	Student Liaison
	Amy Ostigny	Chapter Administrator		

Absent: Reed Tarkington, Greg Wilson, Amy Ostigny, Monty O'Hara, Jim Hull, Beth Osgood
Guest: None

1. **PRESIDENTS – Gary Rahn**
 - a. Review of updated Chapter Administrator contract:
 - i. Agreement renewed based on revised terms.
 - ii. Revenue incentives established for Chapter Partnership, Membership and Golf.
 - iii. Agreement executed by Secretary, will be executed by President and Chapter Administrator.
 - iv. Effective August 1st, July paid under previous agreement.
 - v. A copy of agreement will be available to members, upon request.
 - b. Vice President role discussed.
 - c. Concerned with succession planning.
 - d. Need to focus future board meetings on membership and scorecard/strategic planning.
 - e. Will circulate PowerPoint for annual business meeting.
 - f. New meeting location Ethicon-Endo Surgery.
2. **TREASURER – Gary Tout**
 - a. Recertification being prepared, due August 15th.
 - b. June financial reports provided.
 - c. Currently evaluating the Chapter need for a bookkeeper, ongoing.
 - d. Chapter budget:
 - i. Need final updates for membership, programs and communications.
 - ii. Submitted for board review in July.
 - iii. Final approval and vote in August.
3. **MEMBERSHIP – Monty O'Hara**
 - a. No report.
4. **PROGRAMS – John Ruebel**
 - a. July 19 – Chilled Beam System
 - i. Time: 11:30 am – 1:15 pm.
 - ii. Location: Fidelity Investments, Covington, KY.
 - iii. Tour and Presentation.
 - iv. Presenter: PEDCO.
 - v. Sponsor: PEDCO.
 - vi. Current registration: 23, requested calls are made to Professional members.
 - b. August 16 – Urban Solar

- i. Time: 11:30 am – 1:15 pm.
 - ii. Location: 224 East 8th Street, Cincinnati, OH
 - iii. Tour and presentation.
 - iv. Sponsor: Solargy
 - c. September 7 – Cincinnati Zoo
 - i. Time: 11:30 am – 1:15 pm.
 - ii. Location: Cincinnati Zoo
 - iii. IREM joint meeting.
 - iv. Presenter: Thayne Maynard
 - d. September 22 – Annual Business Meeting
 - i. Time: 4:30 pm – 6:30 pm.
 - ii. Location: ADC Art Gallery, 310 Culvert Street, 5th Floor, Cincinnati, OH.
 - e. October 10 – IFMA Cincinnati Charity Golf Outing
 - f. November – Possible Corenet joint meeting.
 - g. December – IFMA Cincinnati Holiday Social
- 5. EDUCATION – Jim Hull
 - a. No report.
- 6. GOLF – Erin Rink/Beth Osgood
 - a. Meeting with Maketewah on July 15th.
 - b. Need to update website to include registration page.
 - c. Cart cards – dinner, lunch and beverage sponsors will be listed on back of card.
 - d. Next meeting: June 22nd.
- 7. CHAPTER PARTNERS – Gerry Borgman
 - a. Updates to 2012 benefits:
 - i. Platinum:
 - 1. Decreased cost to \$ 2,000.00.
 - 2. Add banner placement on website for one (1) month, limited to twelve (12) platinum and or gold partners.
 - 3. Add newsletter sponsor with banner/article.
 - 4. Remove newsletter ad placement.
 - 5. Remove local and chapter dues reimbursement.
 - ii. Gold:
 - 1. Limiting to twelve (12) partners.
 - 2. Add banner placement on website for one (1) month, limited to twelve (12) platinum and or gold partners.
 - 3. Remove newsletter ad placement.
 - b. All updates voted and approved.
 - c. 2012 campaign letter will be updated for August board meeting.
 - d. 2012 campaign letter will be presented to membership at Annual Business Meeting.
- 8. COMMUNICATIONS – John Onnen
 - a. E-mail Blast
 - b. Newsletter – Next newsletter, September 30th.
 - c. Website – will provide banner layout for Annual Business Meeting.
 - d. Social Media
 - e. Next meeting: July 15th at Alpha & Omega.
 - i. Meeting with committee to evaluate time needed from Chapter Administrator.
 - ii. Believes committee should be used for more of an advisory role.
- 9. STUDENT LIAISON – Open
 - a. No report.
- 10. CHAPTER ADMINSTRATOR – Amy Ostigny
 - a. Website – content manager training to Programs and Communications committee chairs, needs to be scheduled.
- 11. PAST PRESIDENT – Greg Wilson
 - a. No report.

12. SECRETARY – Brent Degenhardt

- a. Outstanding items addressed in respective board and committee chair sections.

13. VICE PRESIDENT – Reed Tarkington

- a. No report.

14. ROUNDTABLE

- a. Interest in preparing 2011 IFMA Cincinnati calendar: to include programs dates, editorial deadlines, member drives, newsletters and e-mail blasts, ongoing.
- b. Committee chair job descriptions, ongoing:

NEXT BOARD MEETING – Wednesday, August 10, 2011; Ethicon-Endo Surgery; 8:00am
Minutes submitted by Brent Degenhardt, Chapter Secretary