



BOARD MEETING MINUTES

Date: September 14, 2011
Location: Ethicon Endo-Surgery, Blue Ash, 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, Jim Hull, Gerry Borgman, Erin Rink
Guest: None

1. **PRESIDENTS – Gary Rahn**
 - a. Annual Business Meeting – PowerPoint distributed, final.
 - b. Blast e-mail sent from President and Treasurer to encourage attendance at Annual Business Meeting.
 - c. Treasurer appointed to act as Vice President, in addition to current role.
 - d. President will send blast regarding Sustainability Liaison opportunity to membership.

2. **TREASURER – Gary Tout**
 - a. Budget for Reds Social – under evaluation.
 - b. Chapter credit card – Greg Wilson and Reed Tarkington to be removed.
 - c. August financial reports provided.
 - i. No National dues received.
 - ii. Refund to Viox Services – double charge.
 - iii. Upcoming expense of \$928.00.
 - d. Currently evaluating the Chapter need for a bookkeeper, ongoing.

3. **MEMBERSHIP – Monty O'Hara**
 - a. Secretary provided chair with general discussion notes regarding Scorecard/Strategic Planning, from August board meeting.
 - b. Discussion regarding meeting attendance – want members to attend meetings because they are fun and educational.
 - c. Membership Drive (Short Term)
 - i. Raffle \$ 25.00 gift card at each meeting, to members who bring Professional prospect.
 - ii. Committee to develop parting gift for Professional prospect (i.e. coffee mug with IFMA Cincinnati logo).
 - iii. Board approved.
 - d. Membership Drive (Long Term)
 - i. Recruitment happy hour.
 - ii. Target 30 Professional prospects.
 - iii. Drawing for large give away.

- e. Developing membership drive – notes will be added to Annual Business Meeting PowerPoint.
 - f. Committee will follow up with drops and expires.
 - g. Committee will contact members to update records, once determined no longer accurate.
4. PROGRAMS – John Ruebel
- a. September 22 – Annual Business Meeting
 - i. Food – Edibles N Such
 - ii. Drinks – IFMA Cincinnati
 - iii. Time: 4:30 pm – 6:30 pm.
 - iv. Location: ADC Art Gallery, 310 Culvert Street, 5th Floor, Cincinnati, OH.
 - b. October 10 – IFMA Cincinnati Charity Golf Outing
 - c. November – Possible Corenet joint meeting.
 - d. December – IFMA Cincinnati Holiday Social
5. EDUCATION – Jim Hull
- a. No report.
6. GOLF – Erin Rink/Beth Osgood
- a. Received a handful of donations.
 - b. Current registration:
 - i. Foursomes – 18
 - ii. Sponsors – 2 lunch, 1 dinner and 1 beverage sponsor open.
 - iii. Hole Sponsors – 14 sold of 19.
 - iv. Contest Hole Sponsors – 1 sold of 8.
7. CHAPTER PARTNERS – Gerry Borgman
- a. No report.
8. COMMUNICATIONS – John Onnen
- a. Committee met in August, next meeting in October.
 - b. E-mail Blast – on schedule.
 - c. Newsletter – on schedule.
 - d. Website – updated.
 - e. Social Media:
 - i. Twitter account activated.
 - ii. Linked-in account may be updated.
 - iii. Facebook account being considered.
 - f. Secretary commented on increased quality of recent communication.
 - g. Chair advised effectiveness of all communication at industry average.
9. STUDENT LIAISON – Open
- a. No report.
10. CHAPTER ADMINISTRATOR – Amy Ostigny
- a. Add first time attendee to meeting registration page, ongoing.
 - b. Chapter Administrator will evaluate calendar link/reminder e-mail notification for meeting registration, ongoing.
 - c. Website – Sent a request to Program chair to schedule time for content manager training, waiting to hear back.
11. PAST PRESIDENT – Greg Wilson
- a. No report.
12. SECRETARY – Brent Degenhardt
- a. Outstanding items addressed in respective board and committee chair sections.

- b. Letter regarding Vice President drafted, will be posted on IFMA Cincinnati website and noted during Annual Business Meeting.
- 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, October 12, 2011; Ethicon-Endo Surgery; 8:00am
Minutes submitted by Brent Degenhardt, Chapter Secretary