



BOARD MEETING MINUTES

Date: December 8, 2010

Location: Maketewah, 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: Monty O'Hara, Jim Hull, Erin Rink

Guest: None

1. **PRESIDENTS – Gary Rahn**
 - a. Introduction of new Communications chair: John Onnen, Alpha & Omega
 - b. Discussion regarding active participation, Chapter finances and communication with members (i.e. linked-in group).
 - c. Distribution of article regarding, "Federal Buildings Personnel Training ACT of 2010".
 - d. Member survey:
 - i. Eleven (11) members indicated interest in CFM program.
 - ii. Chapter should also promote FMP.
 - e. Strategic plan follow up meeting scheduled for January 6, 2011, Location: GBBN, Time: 8:00 am–2:00 pm.
 - f. Requested 2-3 goals from each committee chair for presentation at Annual Business Meeting.
2. **TREASURER – Gary Tout**
 - a. November financial reports will be e-mailed.
 - b. Currently evaluating the Chapter need for a bookkeeper, ongoing.
3. **MEMBERSHIP – Monty O'Hara**
 - a. No report.
4. **PROGRAMS – John Ruebel**
 - a. January 18 – Annual Business Meeting
 - i. Location: Cincinnati Zoo – Safari Lodge, Time: 7:30 am-9:30 am.
 - ii. Will talk to Cincinnati Zoo regarding waiving room fee and parking lot charges.
 - b. February 3 – Maintenance Expo.
 - i. Presentation: Commissioning, Presenter: Larry Wessel, PEDCO.
 - ii. Evaluating ability to provide additional maintenance points (i.e. AIA and GBCI/USGBC), ongoing.
 - c. March 15 – T.B.D
 - i. Potential tour: Queen City Tower or potential presentation: 3CDC.
 - ii. Potential joint meeting with USGBC.
 - d. April 18 – IFMA Healthcare Council
 - i. Presentation: IFMA Healthcare Council, Presenter: Glen Fischer
 - ii. Joint meeting with TSHE.
 - iii. Location: T.B.D.
 - e. May 19 – Reds Social

5. EDUCATION – Jim Hull
 - a. No report.
6. GOLF – Erin Rink/Beth Osgood
 - a. Golf outing pictures will be distributed in January.
7. CHAPTER PARTNERS – Gerry Borgman
 - a. Goal: \$18,000.
 - b. Tentative: \$16,000.
 - c. Commitments: \$10,500.
 - d. Received: \$6,500.
 - e. Per Chapter administrator:
 - i. Received partner commitments from: Aetna and KLH.
 - ii. Waiting to hear on potential partner: Turner.
8. COMMUNICATIONS – John Onnen
 - a. Will reach out to other chapters and IFMA National regarding their communication efforts.
 - b. Interested in reaching out to members to understand how to communicate.
 - c. Looking to shake things up and compress communications.
9. STUDENT LIAISON – Open
 - a. No report.
10. CHAPTER ADMINSTRATOR – Amy Ostigny
 - a. Website has been updated.
11. PAST PRESIDENT – Greg Wilson
 - a. No report.
12. SECRETARY – Brent Degenhardt
 - a. Updated Guest and Substitute Policy, adopted.
 - b. 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:
 - i. Current chairs will draft.
 - ii. Performance based goals directed by strategic plan.
 - iii. Develop new chair – Volunteer.
 - iv. Transfer/transition plans.

NEXT BOARD MEETING – Wednesday, January 12, 2011; Loth; 8:00am
 Minutes submitted by Brent Degenhardt, Chapter Secretary