



P.O. Box 44008 Madison, WI 53744-4008 Tel.- 608.848.1960 Fax- 608.848.9266 Web Site: <http://www.ifmadison.org>

Meeting Minutes

IFMA Executive Committee Meeting

Meeting of Tuesday, May 13, 2014

Location: Conference Call

9:00 a.m. to 10:00 a.m.

Phone Attendees: Ron Rowe, Kyle Roux, Jim Zirbel, JR, Brett Wedekind, Erica Marty, and Nathan Hansen

Item #1: Call to Order

The meeting was called to order at 9:06 am.

Item #2 Officer Reports

- **Secretary (Patty Sweitzer)**

No report.

- **Treasurer (Brett Wedekind)**

\$57,494 total of all accounts

Still waiting on last two invoices from COW

Will complete cost analysis shortly

Going to have higher than normal administrative expenses in the next month or two since we just stopped paying Wild Apricot, still owe COW for last two months, and paid for startup of Star Chapter.

Nathan asked what the \$1,215 charge entitled "Credit Card Charge" entailed. This is due to the ~3% charge paid for taking in payments and is primarily made up of the cost of taking in sponsorship dollars via credit charge.

The "World Workplace" and "World Work Place Expenses" charges consist of sending leadership and one member to World Workplace.

Brett is planning to realign the chapter budget more closely with the corporate budget template.

Motion was approved to pay for the World Workplace scholarship from the scholarship fund.

Vice President (Nathan Hansen)

Reported on Facility Fusion. Wisconsin is still recognized as a whole for having a lot of good things going in with IFMA chapters! Offering CEU credits was brought up by Nathan based on discussion at Facility Fusion. Jim Zirbel and Erica Marty have looked into this. IFMA corporate says that we IFMA does not offer CEU credits but CFM maintenance points can be offered for attendance. These maintenance points are to be maintained by the individuals. We can use the website to track member attendance. Erica asked if a yearly report can be obtained from the website that lists attendance. JR said this is possible as long as accurate



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record is taken for each tour and lunch, including marking who registered but did not show up. Ron Rowe does keep track of who shows up for tours.

Reported on Tri Chapter. Great attendance of ~115. Milwaukee chapter did a great job of planning and running the event. The facility tours were awesome and the presentations on track. The opening speaker generated a lot of interest.

Past President (Mike Schwartz)

No report. Not sure what the status is on Awards of Excellence.

President (Kyle Roux)

Need to consider Ad Hoc awards for sponsorship lunch coming up in June. Kyle asked that people consider who should receive an award.

Has tickets for the Dew Deck for May 27. Kyle will advertise them at next Tuesday's meeting. It was also mentioned that Peter Cherchian has commandeered a van in the past to take folks to the game.

Lunch Bunch (JR Roethke)

If a meeting will not be held at CUNA, JR needs to know ahead of time.

Member Squad (Jim Zirbel & Mark Schwenn)

Jim reported on member squad meetings.

Show and Go (Ron Rowe & Jon Schneider & Peter Cherchian)

Tri Chapter was the tour and the outing is the Brewers game. There was no meeting planned this month but the website showed there was and JR had booked a room. Therefore, the decision was made to have a lunch meeting and talk about the different teams in the chapter.

Professional Development Task Force (Leah Samson-Samuel & Erica Marty)

Erica gave summary earlier on her research into tracking attendance for CFM maintenance points.

Sponsorship Task Force (Barb Milan & Lorelle Micklitz)

No report

News Crew (Jennifer Hardebeck)/Team PR/Community Crew (Doug Sutter)

Deadlines!

IFMA 2.0 (Mary Ann Jargo & JR Roethke)

Everything is up and running.



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Birdie Brigade (Karyn Biller)

Golf outing on the 29th of July. Team wants to get the golf outing promotion going.

Community Crew

Still no team here. Lorelle has expressed an interest in heading this team.

Old Business

Mailbox wasn't set up properly last time. Should be set up now. Nathan will be stopping by UPS store this week to forward mail to Brett's home address.

New Business

Ron brought up having an advocate as Jim Zirbel suggested. This will be discussed later.

Any other comments;

Meeting adjourned at 10:12 AM

Respectfully Submitted:
Nathan Hansen (filling in for Patty)

