Exec Committee Meeting Minutes  
Tuesday June 12, 2018  
CG Schmidt Office

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Present</th>
<th>Substitute</th>
<th>Present</th>
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<tbody>
<tr>
<td>President</td>
<td>Mark Schwenn</td>
<td>X</td>
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<tr>
<td>Vice President</td>
<td>Kendall McWilliams</td>
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<tr>
<td>Immediate Past President</td>
<td>JR Roethke</td>
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<tr>
<td>Treasurer</td>
<td>Todd Greenwald</td>
<td>X</td>
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<tr>
<td>Secretary</td>
<td>Dirk Mason</td>
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Committees

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<thead>
<tr>
<th>Committees</th>
<th>Name</th>
<th>Present</th>
<th>Substitute</th>
<th>Present</th>
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<tbody>
<tr>
<td>News Crew/Social Media</td>
<td>Lindsay Parks</td>
<td>X</td>
<td>Kelly Everson</td>
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<td>Community Crew</td>
<td>Jim Zirbel</td>
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<tr>
<td>Lunch Bunch</td>
<td>Ron Rowe</td>
<td>X</td>
<td>Jason Willemerck</td>
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<tr>
<td>Member Squad</td>
<td>Matt Tranchita</td>
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<tr>
<td>Programs and Tours</td>
<td>Jon Schneider</td>
<td>X</td>
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<tr>
<td>Birdie Brigade</td>
<td>Kris Lerdahl</td>
<td>X</td>
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<tr>
<td>Professional Development</td>
<td>Patricia Sweitzer</td>
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<tr>
<td>Sponsorship</td>
<td>Sarah Dunn</td>
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<tr>
<td>IFMA 2.0</td>
<td>Ken Jordan</td>
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<tr>
<td>Facilithon</td>
<td>Kendall McWilliams</td>
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<tr>
<td>IFMA Madison Members</td>
<td>IFMA member</td>
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Call to Order & Introductions

Mark Schwenn called the meeting to order at 9:18 am. A quorum was present.

Officer Reports

- **Secretary** (Dirk Mason):
  - A motion to approve the 5/08/18 meeting minutes was made by Mark Schwenn and seconded by Ron Rowe. The motion was approved unanimously.

- **Treasurer** (Todd Greenwald):
  - Current account balances are:
    - Money Market 2: $22,372.39
    - Operating: $62,908.61
    - Total: $85,281.00
  - A motion to approve the Treasurer report was made by Kendall McWilliams and seconded by Jon Schneider. The motion was approved unanimously.
  - Todd and JR will plan to connect in June 2018.

- **Vice President** (Kendall McWilliams):
  - Strategic Planning
    - Currently scheduling a call with Atlanta for 2:30pm on June 25th.
    - Meeting will start at 1:30pm and go until around 5pm.
    - Site to be 440 Science Drive Lower level conference room
    - Kendall to send out invitation on the conference call to Debi Gilbert with Atlanta chapter. Use the IFMA call in number
    - Can Atlanta send us a copy of their balance score card?

- **Immediate Past President** (JR Roethke):
  - No update
• **President** (Mark Schwenn):
  - Swearing in Kendall will occur on June 25th meeting before the Atlanta conference call.
  - Recruiting people into the Executive Committee
    - Ken and Lindsay are at the meeting today

**Team Reports**

- **Lunch Bunch** (Ron Rowe/Jason Willemarck):
  - May meeting numbers
    - Attendees 29
    - RSVPed 31
    - RSVPed but did not attend 7
    - Attended but did not RSVP 5
  - No June luncheon
  - June meeting to be at Cambridge Winery on Whitney Way.
    - No checking at this event because Ron and Jason can’t attend
    - No issue
    - Currently 10 people signed up
  - July luncheon at CUNA Mutual

- **Member Squad** (Matt Tranchita):
  - No update

- **Programs and Tours** (Jon Schneider):
  - May program – Finance & Accounting program
    - Not into enough depth per feedback from other FM professionals
  - No program in June

- **Birdie Brigade** (Kris Lerdahl-Foust):
  - The Oaks Golf Course - July 24th
  - Raffle Prize Budget = $1,200 (same as past years)
  - Raffle Package ideas
    - Coffee basket
    - Bloody Mary basket
    - Do business do baskets – Kris Lerdahl will reach out (Mark will follow up)
    - Wine & cheese basket
    - Local brews basket
  - Kris is doing a good job with getting sponsors
  - Kris needs access to the website to update.
    - JR usually sets this up. Mark to contact JR to get Kris access
  - Sponsorships & golfers gross income = $6,900
  - Goal to get 100 golfers registered. Currently at 61 golfers.
  - Dixon Golf challenge – Kris will get us signed up today.

- **Professional Development Task Force** (Patricia Sweitzer):
  - No update
  - Todd sent out information to offer a CFM review for Madison for no cost.
    - 6-person cost is around $2,000
    - Todd will follow up with more information
    - Tentative schedule is Fall 2018

- **Sponsorship Task Force** (Sarah Dunn):
  - No update

- **News Crew / Social Media** (Lindsay Parks / Kelly Everson):
  - Corrected in the last e blast
  - Lindsay will take this over now
  - Lindsay to check into LinkedIn account
• Nathan Hanson
  Luke Perkerwicz – Ken to get Lindsay account information
  o Create a Facebook account

• **IFMA 2.0** (Ken Jordan):
  o Today is Ken’s first meeting
  o Mark will get JR to contact Ken
  o Ken will take a look at the website to see what needs to be updated

• **Community Crew** (Jim Zirbel):
  o No update

• **Facilithon** (Kendall McWilliams):
  o No update
  o J.R. to take over the lead on this committee
  o Should this group report to another committee? Something to discuss at the strategic planning meeting on June 25th.

**Old Business**
• Committee Budgets
  o Need committee members/leaders in place before we can implement a process

**New Business**
• No new business presented.

**Adjournment:**
A motion to adjourn was made by Mark Schwenn and seconded by Todd Greenwald. Approved unanimously. The meeting adjourned at 10:01 am.

The next Executive Committee meeting is scheduled for Tuesday, July 10, 2018 at 9:15 am at CG Schmidt’s office located at 10 West Mifflin Street, Suite 400. Parking is validated courtesy of CG Schmidt.