Call to Order & Introductions
Kendall Mcwilliams called the meeting to order at 9:15 am. A quorum was present.

Item #1: Officer Reports
- Secretary (Dirk Mason)
  o Review/approve Last Month’s Meeting Minutes
    ▪ A motion to approve the 6/12/18 meeting minutes was made by Todd a Greenwald and seconded by Mark Schwenn. The motion was approved unanimously.
  o How do we get the meeting minutes posted to the website?
    ▪ Dirk will work with JR to post approved minutes to the website.

- Treasurer (J.R. Roethke)
  o Financial report / Account Balances
    ▪ Current account balances are:
      Money Market 2: $22,373.28
      Operating: $71,129.56
      Total: $93,502.84
    ▪ A motion to approve the Treasurer report was made by Todd and seconded by Mark. The motion was approved unanimously.
  o JR & Todd meet to transfer information from Todd to JR – Update?
    ▪ JR and Todd have meet to transfer knowledge and duties.
JR received information from a few people interested in serving on committee’s

- No new updates on volunteers
- Ken now has administrative access to the website
- JR needs to follow up with Ken

Vice President (Todd Greenwald)

- Todd presented the idea that the Chapter should have a website redesign. Everyone was supportive of this idea.
- Ron noted that their needs to be a team leading the effort to ensure quality content.
- Star Chapter two levels of service, the top level is $600.
- A motion was made by Todd and seconded by Mark to spend up to $1000 for a redesign the website. Motion passed unanimously
- Action items – need to approve an action plan. Todd will begin moving this forward.

Immediate Past President (Mark Schwenn)

- Tri-Chapter Update
  - Kendall reached out to Epic’s Senior FM to see if they would be willing to host the event.
  - The timing of the event would be late April/early May, near the middle of the week to avoid college graduations that occur in the spring.
  - Mark plans to kick-off serious planning with volunteers in the fall.
  - Rethink May – college graduation
  - It was noted that there is a Tri-Chapter checking account – shared by all WI chapters (Madison, Milwaukee, Green Bay)
    - The intent of the account is to deposit surplus revenue from Tri-Chapter into the account for future use.
    - Tri-Chapter expenses beyond what chapters are able to financially commit to may use the account provided all chapters approve.

President (Kendall McWilliams)

- Phone conference with Atlanta – updates from the meeting
  - Kendall provide background on the conference call with the Atlanta Chapter’s incoming President.
  - Dirk reviewed the highlights of the meeting notes.
- Discuss changes being made to the committees
  - The board has proposed combining committees as follows:
    - Combine Membership with Sponsorship
    - Communication
    - Education/Professional Development
    - Events
  - It was noted that sponsorships for events vs IFMA Chapter as a whole need to coordinate.

- Balanced Score Card Update
  - Kendall to set up meeting of the Executive Committee to develop the balanced scorecard.
  - Review monthly at Board meetings to track progress.

- Need to update the Board of Directors on the website
  - Dirk coordinate with Ken.

- Next month’s meeting – who can attend
  - Kendall will be on vacation for next Executive Meeting, Todd will lead the meeting.

**Item #2: Team Reports**

- Lunch Bunch (Ron Rowe, Jason Willemarck)
  - Should we have a July Luncheon on Tuesday July 17th at Noon at CUNA?
    - Yes
  - Kelly to send the email blast on the direction we are going to go.
    - Went out.
  - Someone needs to notify Josh with CUNA on if it is a go (and the menu).
    - Ron notified Josh at CUNA
    - Estimated 35 attendees.
    - Need to coordinate the room.
• JR reported that our current CUNA Staff member sponsoring the Chapter meetings is no longer at CUNA. Mark will reach out to Tony Schleinz – Operations manager for CUNA mutual to determine if Tony is willing to be the new “sponsor” at CUNA
• Lisa Roethke remains the contact for the room

• Programs and Tours (Jon Schneider)
  o **Update – who is our speaker?**
    • Kendall will present a Chapter update and the changes to the committees

• Member Squad (Matt Tranchita)
  • No update
  • The Chapter’s IFMA national contact is now Wendy Martinez (wendy.martinez@ifma.org)

• Birdie Brigade Teams (Kris Lerdahl-Foust) - Golf Outing
  o **Scheduled for July 24th, The Oaks Golf Course**
  o **Raffle Prizes update**
    • There was no response to the call for prizes.
    • Mark will be shopping for prizes.
    • Prizes stored at the Lerdahl warehouse
    • NEED help day of hauling prizes
  o **Currently 88 people signed up for golf outing**
    • For a total of 92 registered golfers, the presenting sponsor gets a four-some.
  o **Sponsorship**
    • 11 hole sponsors
      • Dixon Golf – hole in one (two holes)
      • Beer - open
      • Beverage cart - open
      • Beverage sponsor to ride with IFMA to sell raffle tickets
  o Can games be allowed for hole sponsors
    • Fine with IFMA
    • Check with The Oaks
  o Order lunches for volunteers
  o Check with Amy for past years signs
  o Need to make signs for new sponsors, the Chapter has used Signs by Tomorrow
  o May need help with bag stuffing.

• Professional Development Task Force – Patricia Sweitzer
  o **Todd, update if Madison would like to host a CFM class in 2018. Tentative scheduled for Fall 2018**
    • Todd has been pursuing details regarding a one-day CFM class and offer it free to IFMA Madison members.
    • If we offered it to 10 members the estimated cost would be $2200.
    • Todd would like to proceed with an Oct/Nov timeline
    • Mark noted that A&J could possible host.
    • A motion was made by Todd and seconded by JR to proceed with hosting a one-day CFM course with a proposed budget of $3000. The motion passed unanimously.

• Sponsorship Task Force - Sarah Dunn
  • No update

• News Crew (Lindsay Parks / Kelly Everson)
  o **E Blasts – Update – need information in a timely manner**
  o **Lindsay needs to meet with Kelly to figure out what she needs help with**
  o **Lindsay to check into Linkedin account**
  o **Ken Jordan to meet with Luke Perkerwicz to get Lindsay account information**
    • No update other than agenda notes.

• IFMA 2.0 (Ken Jordan)
  o **Chance to touch base with J.R. yet?**
  o **How can we get the website up to date?**
    • JR needs to connect with Ken

• Community Crew (Jim Zirbel)
  o No update
Facilithon (J.R. Roethke)
  o JR is planning on running Facilithon for the Chapter.

**Item #3: New Business**
JR requested payment for parking ticket received from City while attending an IFMA event $25. Approved.

**Adjournment:**
A motion to adjourn was made by Todd and seconded by Mark. Approved unanimously. The meeting adjourned at 10:15 am.

The next Executive Committee meeting is scheduled for Tuesday, August 14, 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.