

AUSTIN CHAPTER IFMA

Board of Director's Meeting

January 5, 2017

**Visa Building, 12301 Research Blvd., Bldg 3
Austin, Texas**

President Aimee Janousek called to order a meeting of the IFMA Austin Board of Directors and Committee Chairs on Thursday, February 2, 2017 (11:35 am) at the Visa Building Conference Room in Austin, Texas. Board Members and Committee Chairs participating in all or a portion of the meeting were Brenda Booth, Todd Coleman, Vincent Davis, Derek Murakami, Scott Slaughter, Mark Wendland, CFM, Olga White. Also in attendance were Jim Coles, CAE and Barbee Condit with the IFMA Austin Chapter.

Communications and Social Media – No Report.

Community Service – No Report.

Newsletter – No Report.

Special Events - Aimee Janousek announced that the 17th Annual Power Lunch would be held April 25, 2017 at the Four Seasons Hotel. After a discussion, it was decided that the IFMA Austin Chapter purchase one table. There were six members of the Board (Todd Coleman, Vincent Davis, Aimee Janousek, Mark Wendland, CFM, Olga White, who agreed to represent the Chapter and sit at the table. The remaining 4 seats would be offered for sale at the monthly membership luncheon and if necessary by broadcast email. It was stated that the registration and ability to purchase a table opens in early March.

Brenda Booth reported on the Women in Facility Management Meeting to be held on February 28, 2017. It was suggested that the students from Texas A&M be invited to attend.

It was also reported that the Bowling Event would be held in June.

Membership – Derek Murakami presented the membership report and announced there were 160 members. He reported that he had reviewed the membership roster. He stated that 7 members are about to expire and he is contacting them individually for renewal and feedback.

Sponsorship – Scott Slaughter reviewed the list of 2017 sponsors. He reported that the Platinum level and 3 bronze sponsorships are available.

It was reported that new sponsor signs needed to be printed. Aimee Janousek will provide the sponsor logos to Scott Slaughter, who volunteered to have the signs printed.

There was a discussion regarding assigning lunches to sponsors in March and the remainder of the year.

Golf -It was noted that two checks need to be followed up on from the 2016 Golf Tournament. They were for Fred Hurst and the Transwestern Company.

Programs and Tours- Brenda Booth reported that programs and tours have been planned and committed through June. There will not be a program in July, and the August program is tentatively on Conflict Resolution.

Website –It was reported that the 2017 Sponsors have been updated on the website. A suggestion was made to add the IFMA lunches and the Power Lunch to calendar.

Professional Development/Education – Vincent Davis reported that he would attend and observe a CFM training class in San Antonio and report back at the next Board Meeting.

Other Business – There was a discussion on raising the luncheon fees. The rates will remain \$30.00 for every IFMA Chapter Member, \$35 for every non-member professional and increase the amount for non-member associates to \$40.

With there being no further business, the meeting adjourned at 12:33 PM.

Executive Board Session

President Aimee Janousek called to order a meeting of the Executive Committee of the IFMA Austin Chapter at 12:42 PM. Executive Committee Members present were Todd Coleman, Mark Wendland, CFM and Olga White. Also in attendance was Jim Coles, CAE and Barbee Condit.

Aimee Janousek presented the minutes from the last Board Meeting. The minutes were approved as submitted.

Jim Coles, CAE presented the January Profit and Loss Report (positive net income), the Balance Sheet as of January 31, 2017 and the Year to Date Profit and Loss Report (negative net income).

There was a discussion regarding the membership list and who could receive it. A suggestion was made to allow associate members, for fee, to have broadcast emails sent out to the membership. This issue will be discussed at the next Board Meeting.

With there being no further business the meeting adjourned at 1:08 PM.

Respectfully submitted,

Aimee Janousek
President

Jim Coles, CAE
Chapter Executive