

AUSTIN CHAPTER IFMA

Board of Director's Meeting

April 6, 2017

Visa Building, 12301 Research Blvd., Building 3

Austin, Texas

Second Vice President Olga White called to order a meeting of the IFMA Austin Board of Directors and Committee Chairs on Thursday, April 6, 2017 (11:36 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 Kevin Blackburn, Derek Murakami, Joe Latteo, CFM, Brenda Booth, Olga White, Scott Slaughter, Mark Wendland, CFM, Vincent Davis and Crystal Green. Also in attendance was Jim Coles, CAE, with the IFMA Austin Chapter.

Communications and Social Media

Crystal Green volunteered to give the Chair spot to Sommer Holcomb with Koettner Fire Protection. This will allow Crystal Green to focus more on Special Events and Golf.

Special Events

Crystal Green announced that the Bowling Event was scheduled for June 16, 2017 from 3:00 – 7:00 pm.

There was a discussion regarding organizing a Professional Mixer in May. Crystal Green will research a place and best day of the week. The time would be 4-6 pm. After further discussion, it was decided to make the mixer for all members of IFMA.

Olga White reminded everyone that the Power Luncheon would be held April 25, 2017 at the Four Seasons Hotel. She reported that the IFMA table had been filled with members.

Professional Development

Vincent Davis reported that he wanted to discuss a possible CFM training group with Aimee Janousek and include Olga White. This was based on a recent class he attended at the IFMA San Antonio Chapter.

Community Service

Todd Coleman reported that there would be a community service event next Wednesday at the food pantry on St. Johns near Blessing Avenue.

Newsletter – No Report

Membership

Kevin Blackburn presented the membership report along with Derek Murakami. He reported that there are current IFMA Austin Chapter members who are not in the right membership category. It was decided to check with IFMA International for guidance and how to make corrections. Derek Murakami continues to contact members whose membership is about to expire.

Sponsorship

Scott Slaughter requested the logo for STG for inclusion as a 2017 Bronze Sponsor. He will order another Bronze Level Sign to display at all the IFMA events.

Since there has not been a platinum sponsor secured for 2017, there was a discussion regarding recruitment of a \$4000 Golf Tournament Sponsor. It was decided to include Aimee Janousek for possible leads. Kevin Blackburn offered to contact White Construction to be a possible Tournament Sponsor.

Scott Slaughter announced that the April Luncheon would be sponsored by Austin Business Furniture and Hohn.

Programs and Tours

Brenda Booth updated the Board on the upcoming meetings for April, May, June, and August. It was decided to organize a tour of the Seaholm plant in June.

There was a discussion regarding the possibility of having a joint lunch with the IFMA San Antonio Chapter.

Website

Jim Coles reported he was reviewing the website for some improvements and would investigate Mark Wendland's question regarding active links for all the CFM Members.

Golf

Crystal Green reported that the contract for the September 26, 2017 golf tournament at the Star Ranch Golf Course had been procured and signed by Jim Coles.

Other Business

Vincent Davis announced he had a Facility Operations mid-level position that his company was looking to hire.

With there being no further business, the meeting adjourned at 12:26 pm.

Executive Board Session

Second Vice President Olga White called to order a meeting of the Executive Committee of the IFMA Austin Chapter at 12:40 pm. Executive Board Members participating in all or a portion of the meeting were Mark Wendland, CFM and Joe Latteo, CFM. Also in attendance was Jim Coles from the IFMA Austin Chapter.

Olga White presented the minutes from the March 2, 2017 Board of Director's Meeting. After a review, the minutes were presented as approved.

There was a discussion that the Austin Chapter would pay for its members to attend the Power Lunch at the IFMA table on April 25, 2017.

Jim Coles, CAE presented the financial report, which consisted of the Balance Sheet as of March 31, 2017, the March Profit and Loss Report and the Year To Date Profit and Loss Report. After a discussion, the financial reports were approved.

Jim Coles, CAE will look at the revised IFMA Austin Chapter Bylaws for final approval and ratification by the Board and transmittal to IFMA International.

It was decided to focus on the June 16, 2017 Bowling Event.

With there being no further business, the Meeting adjourned at 1:04 pm.

Respectfully submitted,

Olga White

Second Vice President

Jim Coles, CAE

Chapter Representative