



Board of Director's Meeting – April 8, 2021

Location:	Zoom	WEBEX	Emailed Link
Meeting Date:	April 8, 20201	Start Time:	8:30 a.m.
Attendees	Chris Collier; Kristan Trusky; Jack Elridge; Lauren Leipzinger; Rob McFadden; Julie McGill-Kopp; Priscilla St. Jacques-Glusko		

Topics

No.	Topic Discussion
1	Opening: Chris C called meeting to order at 8:33am. Welcome & Opening Remarks – Chris Collier
2	Officer Reports: President – Chris Collier. (Term Expires 6/30/21) - FM forum - March 24th was cancelled - Membership roster is updated, we now have 90 members – no change from last month - Golf Tournament – financial assist for lunch and dinner combined as big membership drive event kickoff to next regime. - Rob and Tom are working on the auditing our book. - We are having issues with Star Chapter and payments – working on this - Member of the Month – to be put on website and celebrated on social media, need a template for this. - Approved last month treasurer report 3/22. Julie made a motion to approve, Priscilla 2nd it. All in favor. Treasurer's report approved for March 2021. - May 11th – back to Tuesday morning Board Meetings. - We as a Board should try to fill our board over the next eight months following the strategic plan suggesting that the Executive Board Positions be point persons for certain committees President: Membership and Audit; VP Condensing all Events - golf , monthly meetings, advocacy, and annual meeting. 2nd VP Communications (external) and Credential; Secretary – Website and Publicity; Treasurer: Partnerships and Audit, Past President Awards and Strategic Planning. 1st Vice President's Report – Priscilla St. Jacques-Glusko (Term Expires 6/30/21)-No updated report. Looking into other associations to network together. 2nd Vice President's Report – Julie McGill-Kopp (Term Expires 6/30/21)-Credentials Secretary's Report – Kristan T. (Term Expires 6/30/21)–See updated report attached. Treasurer's Report for April – Rob M. (Term Expires 6/30/21) -See updated report attached. March treasurer's report reviewed. Julie made a motion to approve March's report. Priscilla 2nd. All in favor. Treasurer's report approved. Kristan T made a motion to approve April's report. Julie second. All in favor. Treasurer's report approved. Past President (Webmaster Report) – Lauren Leipzinger -No updated report. Start recruiting for committee members.
3	Committee Reports: Advocacy – Kurt T. - (Term Expires 6/30/21)-No updated report. Credentials – Amber G. (Term Expires 6/30/20)–No updated report. Community Outreach - Vacant Professional Development – Vacant Membership – Jack Elridge. - (Term Expires 6/30/21)-No updated report. Meeting for collaborating ideas for line cards. Star chapter.



IFMATM

**Central Pennsylvania
Chapter**

International Facility Management Association

No.	Topic Discussion
	• Publicity – Cassidy Flaherty. (Term Expires 6/30/21)-No updated report. • Sponsorship/Partnership – Chris Coller (interim) (Term Expires 6/30/21)-No updated report. • Strategic Planning – Lauren L. (Term Expires 6/30/21)-No updated report. • Sustainability – Matt Wardecker (Term Expires 6/30/21)-No updated report. • Golf Committee – John S./Randy G. (Term Expires 6/30/21) • Scholarship and Awards Committee – Doug Enoch. (Term Expires 6/30/21)-No updated report. • Webmaster – Lauren L. -No updated report.
4	Old Business: • Fill our committees is number one priority.
5	New Business: Next month's (May's) meeting.
6	Next Board Meeting: May 11, 2021
	Kristan T made a motion to adjourn meeting. Jullie 2nd. Meeting adjourned at 9:14am.

SECRETARY REPORT

APRIL 2021

Accomplishments for Current Period

- Continue to update members by email on news and upcoming events. March's meeting minutes approved on 4-8-21 and added to the website on 4-8-21 by Lauren L.

Current Activity Status

- Continue to update members by email on news and upcoming events. Attend monthly board meeting and take notes.

Planned Activities for Next Period

- Continue to update members by email on news and upcoming events. Attend monthly board meetings and take notes.

Issues and Concerns

- Not at this time.

Misc.

- N/A

Submitted By: Kristan Trusky

IFMA
Central Pennsylvania Chapter

Mar-21
Thursday April 8, 2021

Beginning Balance Checking and Money Market Accounts March 1, 2021

\$64,416.66

Deposits

\$	-	
\$	-	
\$	-	
\$	1,043.75	IFMA DUES
\$	500.00	IFMA DUES
\$	-	
\$	-	Merchant ID
\$	0.55	Checking interest
\$	-	Savings Interest

TOTAL DEPOSITS

\$ 1,544.30

Expenditures

\$	(15.00)	Star Chapter
\$	(85.00)	Star Chapter
\$	-	
\$	-	
\$	-	
\$	-	
\$	-	

TOTAL EXPENDITURES

\$ (100.00)

Accounts Closing Balance 03/31/2021

\$65,860.96

Certificates of Deposit Beginning Balance

\$ 9,513.42

Integrity Bank	1.20%	Int	3/12/2021	\$ 3.25
				\$ 3.25

Certificates of Deposit Closing Balance 03/31/2021

\$ 9,516.67

Total Unobligated Assets 03/31/2021

\$ 75,377.63

Respectfully Submitted,

Rob McFadden
Chapter Treasurer

8-Apr-21

5/14/2021

\$450 MEMBERSHIP									
3610	Name Tags	\$ 50.00	\$ -	\$ 50.00					\$0.00
3620	New Member Meal Expenses	\$ 100.00	\$ -	\$ 100.00					
3630	Prizes	\$ -	\$ -	\$ -					
3640	Snacks/Misc	\$ 300.00	\$ -	\$ 300.00					
3650	Retention Expenses	\$ -	\$ -	\$ -					
	TOTAL OPERATING BUDGET EXPENSES	\$ 23,519.00	\$ 1,490.00	\$ 22,029.00					
EVENT RECONCILIATION									
	Scholarship Tournament								
\$ 4010	Tournament Sponsorship and Registration Revenue	\$ 16,000.00	\$ -						0.00
4011	Tournament Cash Revenue	\$ -	\$ -						
4015	Scholarship Fund Donations	\$ -	\$ -						
4020	Tournament Expenses	\$ 12,000.00	\$ -	\$ -					
4030	HACC Donation	\$ -	\$ -	\$ -					
4040	Foundation Scholarship	\$ 4,000.00	\$ -	\$ -					
4041	Foundation Scholarship Travel and Hotel Expense	\$ -	\$ -	\$ -					
	Membership Event								
\$ 4110	Sponsorships	\$ -	\$ -	\$ -					0.00
4111	Other Income	\$ -	\$ -	\$ -					
4120	Membership event - facility	\$ 250.00	\$ -	\$ -					
4121	Membership event - meals	\$ 750.00	\$ -	\$ -					
4122	Membership event - gifts (including gift if HVA Membership)	\$ 500.00	\$ -	\$ -					
4123	Membership event - supplies	\$ 100.00	\$ -	\$ -					
4124	Membership event - advertising	\$ 300.00	\$ -	\$ -					
4125	Membership Drive	\$ 500.00	\$ -	\$ -					
	Annual Meeting								
\$ 4210	Sponsorships and Guest Registrations	\$ -	\$ -	\$ -					0.00
4220	Meals and Site Rental	\$ 1,500.00	\$ -	\$ -					
4231	Awards	\$ 200.00	\$ -	\$ -					
4232	Supplies	\$ 50.00	\$ -	\$ -					
4240	Sponsor Gifts	\$ -	\$ -	\$ -					
4250	Member Gifts	\$ -	\$ -	\$ -					
4260	FM of the Year World Workplace Registration Fees	\$ -	\$ -	\$ -					
4261	FM of the Year World Workplace Travel and Lodging Expenses	\$ -	\$ -	\$ -					
	Sub Total Fund Raisers	\$ 16,000.00	\$ -	\$ -					
	TOTAL PROJECTED INCOME (less Begin Balance)	\$ 43,669.00							
RECONCILIATION:									
	TOTAL PROJECTED EXPENSES	\$ 43,669.00							
	EXPENSES GREATER THAN INCOME	\$ -							

	FY INCOME	FY EXPENDITURES	FY BALANCE	CK BAL
	\$ 10,709.98	\$ (1,490.00)	\$ 9,219.98	\$ 17,746.41
	Reported Income	Reported Expended		
	\$ 10,709.98	\$ -1,490.00		

CLAAR BUDGET SYNOPSIS			
	Budget	Actual	%
INCOME	\$ 43,669.00	\$ 10,709.98	24.53%
EXPENSE	\$ 43,669.00	\$ 1,490.00	3.41%