

Meeting Agenda –September 18, 2024

BOARD POSITIONS	LEADER/COMMITTEE CHAIR	SUPPORT
Past President	Amber Gratkowski - absent	
President	James Runshaw	
Vice President	Emily Starr – Absent - vacay	
2 nd Vice President	Doug Aldinger	
Secretary	Jolene Fink	
Treasurer	Marcie Carder	
COMMITTEES		
Communications	Jolene Fink	
Credentials	Lesley Groff	
Membership	Josh Jonas – absent	Richard Michaelian - absent
Strategic Planning	Chris Coller – absent	Lesley Groff
Scholarship	Bruce Wiest - absent	Priscilla St. Jacques-Glusko
Advocacy/Government Affairs	Kurt Twiford – Absent – Advocacy Day in DC	
Programs	Adriana Townsend - absent	Debra Massott -absent
Community Outreach	Priscilla St. Jacques-Glusko	
Subcommittee: Golf Outing	John Selfe - absent	
Subcommittee: Annual Business Meeting	Amber Gratkowski - absent	

1. Executive Board Reports:

- President: Jim R. –
 - Great walk through of Four Seasons last week, thanks to Randy for hosting.
- Past President: Amber G. –
 - No Report
- VP: Emily -
 - See Attached
- 2nd VP - Doug –
 - No Report
- Secretary: Jolene –
 - See Attached
- Treasurer: Marci –
 - See Attached
 - Board approved August's Treasurer's report

2. Committee Reports:

- Communications: Jolene -
 - See Attached
 - Team discussed soliciting some help, Jolene will reach out to Amber K to see if she has any interest in assisting at an hourly charge with social media posts.

- Credentials: Lesley –
 - The chapter's hosted FMP course is underway.
 - Lesley mentioned that if we are interested in hosting another upcoming FMP course, that we could possibly raffle off an FMP course registration to a member in lieu of a donation from Alana, so we'll have to keep this in mind.
- Membership/Thaddeus Stevens Liaison: Josh Jonas/Doug/Julie –
 - No Report
 - Jim is going to reach out to some of his colleagues and offer up the free memberships. He'll let us know how many he was able to give away at our next meeting.
- Strategic Planning: Chris/Lesley –
 - Lesley mentioned that she reached out Chris to schedule a meeting after World Workplace to get back on track on our strategic plan.
 - Meeting is scheduled for 11/1 – Board Members and Committee Chairs are strongly encouraged to attend, stay tuned for a meeting invite.
- Scholarship / Future FM – Priscilla/Bruce Wiest –
 - No Report
 - Jim shared that he'd like to see our scholarship money kept local, as the rest of the board agrees but creating a scholarship program is an undertaking. We've tried it before and were not successful getting any applicants. Priscilla will reach out to Bruce to discuss revamping this.
- Government Affairs Advocacy: Kurt Twiford –
 - Kurt is attending Advocacy Day in DC and will provide an update next month.
- Programs: Adriana/Emily/Scoop-
 - See Attached from Emily
 - Jim is going to reach out to the committee to ensure they are working on selecting a venue for our holiday get together.
 - Doug mentioned that he'll be reaching out to the committee as well for a program on how to best utilize the Act 129 funding. He's going to forward his contact to the committee in hopes to get something scheduled early next year.
 - **Subcommittee**
 - Annual Meeting - No Report
 - Golf Outing – will revisit in January with the feedback we've received
- Community Outreach – Priscilla –
 - See Attached
- 3. **New business/Issues-Concerns**
 - Lesley provided feedback from the meeting at Four Seasons and recommends that we need to have a board member make introductions and go over upcoming meetings.
 - Priscilla mentioned that she's seen a drop in membership engagement in meetings and participation. The team agreed it's a sign of the times, but we need to ensure we are keeping our website updated with upcoming meetings that truly impact our FM.

Next scheduled board meeting:

Wednesday, October 16th at 9AM



Vice President

09/17/2024

Accomplishments for Current Period

- Connected with two potential new members to give memberships to.

Current Activity Status

Planned Activities for Next Period

Issues and Concerns

Submitted by: Emily Starr, 9/17/24



Secretary Report/Communications Committee

Month ending August 2024

Current Activities for this Period

1. Imported new member list to Star Chapter
2. Worked with IFMA Foundation to sponsor scholarships.
3. Created a meeting on Star Chapter to allow for registrations for the FMP class we are hosting.

Planned activities for Next Period

1. Import Member List to Star Chapter
2. Work with program committee to update website on upcoming events

I'm still looking for someone with some marketing experience to assist with social media posts as I cannot create posts as great as Amber K. did.

Submitted by Jolene Fink

August 2024 Treasurer's Report

Prepared for
September 18, 2024 Board Meeting

Beginning Balance Checking Account *5910	8/1/2024	\$85,024.49
<u>Deposits</u>		
5-Aug \$	1,200.00	Check Deposit - Golf Outing Sponsorship/Players - Restoration Relief
5-Aug \$	250.00	Check Deposit - Golf Outing Sponsorship/Players - PSEA
5-Aug \$	250.00	Check Deposit - Golf Outing Sponsorship/Players - Oliver Fire Protection & Security
7-Aug \$	478.55	Golf Outing Sponsorship/Players
19-Aug \$	4,256.20	Fee for FMP Course (2)
19-Aug \$	76.20	4 Event Registrations for September
21-Aug \$	4,256.20	Fee for FMP Course (2)
21-Aug \$	2,750.00	Check Deposit - Golf Outing Sponsorship/Players - NRG Controls
21-Aug \$	1,040.00	CASH from 50/50 (\$225) and Player Package at Golf Outing
21-Aug \$	320.00	CASH from hole & winner of 50/50 giving back
22-Aug \$	2,147.05	Fee for FMP Course (2128.10) and 1 Event Registration for September
23-Aug \$	1,400.00	Membership Dues
23-Aug \$	2,128.10	Fee for FMP Course
26-Aug \$	2,128.10	Fee for FMP Course
30-Aug \$	0.70	Interest
TOTAL DEPOSITS	\$ 22,681.10	
<u>Expenditures</u>		
2-Aug \$	(19.95)	Star Chapter - updated pricing in effect**
8-Aug \$	(5,149.64)	Reoccurring Monthly Website Fee
8-Aug \$	(5,149.64)	Scholarship #1 for 2024
8-Aug \$	(5,149.64)	Paypal payment to IFMA Foundation
14-Aug \$	(864.81)	Scholarship #1 for 2024
14-Aug \$	(864.81)	Paypal payment to IFMA Foundation
19-Aug \$	(102.82)	Check# 1288
19-Aug \$	(102.82)	Universal North Inc. - Golf Outing Golf Balls
29-Aug \$	(283.51)	Star Chapter
29-Aug \$	(283.51)	Reoccurring Monthly Website Fee
29-Aug \$	(283.51)	Check# 1287
29-Aug \$	(283.51)	Displays & Graphics, Inc - Golf Outing Signage
TOTAL EXPENDITURES	\$ (11,570.37)	
Checking Account Closing Balance	8/31/2024	\$96,135.22
Beginning Balance Scholarship Fund Savings Account *7278	8/1/2024	\$1,415.99
<u>Deposits</u>		
TOTAL DEPOSITS	\$ -	Interest
<u>Expenditures</u>		
TOTAL EXPENDITURES	\$ -	
Scholarship Fund Closing Balance	8/31/2024	\$1,415.99
Certificate of Deposit *11-1 Beginning Balance	8/1/2024	\$ 9,865.72
NEW CD IN PLACE OF 1.99% APR - penalty was \$95.14		
S&T Bank (4.69% Interest Rate)	29-Aug	CD Interest
Matures on 2/28/25	\$ -	
Certificate of Deposit Closing Balance	8/31/2024	\$ 9,865.72
Certificate of Deposit *32-1 Beginning Balance	8/1/2024	\$ 10,425.79
S&T Bank (4.2% Interest Rate)	\$ -	
Matures on 3/15/25	\$ -	
**renewed on 3/15/2024		
Certificate of Deposit Closing Balance	8/31/2024	\$ 10,425.79
Paypal Beginning Balance	8/1/2024	\$ 2,941.30
	\$ -	
does not include transactions direct from checking above		
Paypal Closing Balance		\$ 2,941.30
Total Unobligated Assets	8/31/2024	\$120,784.02

Respectfully Submitted,

Marcie Carder
IFMA Central PA Chapter Treasurer



Program Committee Monthly Report

July 2024

Accomplishments for Current Period

- Met as a formal committee 9/10/24 – monthly meeting

Current Activity Status

- October 23 – Tour of Armstrong
- November 20 – Tour of Giant Center
- March 20 – Tour of PA Museum Archives

Planned Activities

- Next committee meeting set for October 8

Submitted by: Emily Starr, 9/17/24



Board/Committee Position- Past President, Community Outreach

September 2024

Accomplishments for Current Period

COMMUNITY OUTREACH : Scheduled CPFood Bank for September 26, 2024. 1-4 pm
Provided to the secretary and media to post. As of 9/17, only 9 people have signed up.

Here is what he is proposing with Habitat for Humanity – waiting for call back from Habitat. Probably schedule in the spring. Would like board commitment to participate.

FUTURE activities:

- Implement and update goals as directed per the Strategic Plan with the board.
- Help facilitate future meetings and reach out to members for committee activity
- Coordinate with programs on future events

Issues and Concerns- lack of participation by members and their organizations.

Submitted by: Priscilla St.Jacques-Glusko