

Meeting Minutes –February 18, 2026

BOARD POSITIONS	LEADER/COMMITTEE CHAIR	SUPPORT
Past President	Vacant	
President	James Runshaw	
1 st Vice President	Debra Massott (absent)	
2 nd Vice President	Nathan Urich	
Secretary	Jolene Fink	
Treasurer	Marcie Carder	
COMMITTEES		
Communications	Jolene Fink	
Credentials	Lesley Groff (absent)	Jolene Fink
Membership	Kevin Zumbrum (absent)	
Strategic Planning	Chris Coller (absent)	Lesley Groff
Scholarship	Julie McGill-Kopp	Priscilla St. Jacques-Glusko (absent)
Advocacy/Government Affairs	Kurt Twiford (absent)	Adrianna Townsend
Programs	Debra Massott	Priscilla St. Jacques-Glusko/Nate Ulrich
Community Outreach	Priscilla St. Jacques-Glusko	
Subcommittee: Golf Outing	Nate Urich, Adam Warner	Tom Hewitt, Josh Y.
Subcommittee: Annual Business Meeting	Priscilla St. Jacques-Glusko	Julie McGill-Kopp

- **Executive Board Reports:**

- President: Jim R.
 - Lola is working towards her student visa to continue her studies here. Keep her in your thoughts for a successful outcome.
- Past President: Vacant Position
- 1st VP: Scoop -
 - See Attached Report
- 2nd VP - Nate -
 - No Report
- Secretary: Jolene –
 - See Attached
- Treasurer: Marci –
 - See Attached
 - Board approved Treasurer’s report at meeting

- **Committee Reports:**

- Communications: Jolene –
 - See Secretary Report
- Credentials: Lesley/Jolene –

- FMP Course is underway. We are waiting on the check from Jefferson College.
- Membership: Kevin -
 - No Report
 - 150 members
- Strategic Planning: Chris/Lesley -
 - No Report
- Scholarship / Future FM – Priscilla/Julie –
 - Julie is going to do some outreach to local schools to solicit applicants for the scholarship. She’s going to get a timeline for the scholarship program.
 - IFMA Foundation Scholarship registration is open. We have \$193.78 left in the foundation scholarship bucket from last year we can put towards a new one this year. Julie shared the timeline below after the meeting regarding the schedule for the IFMA Foundation Scholarship program and will keep us updated.
 - Tuesday, March 10 - Sponsorship Information Webinar
 - Monday, March 16 - Foundation will ask sponsors to identify their evaluators
 - Thursday, March 26 - Kaleidoscope training
 - Tuesday, April 14 - Application closes
 - Friday, April 17 - Applicants sent to evaluators for review
 - Monday, May 18 - All evaluations are submitted through Kaleidoscope
- Government Affairs Advocacy: Kurt & Adrianna -
 - No Report
- Programs/Golf Outing/Annual Meeting/Community Outreach: Scoop/Priscilla/Nate
 - See Attached Report
 - Annual Meeting - Scheduled for 6/17 at Duke’s Riverside Bar & Grille – added to website as a Save the Date. Deposit was sent in.
 - PSP Academy tour will require a shuttle – Jim is going to reserve the counties 12-person van and Julie mentioned she can take 6 in her mini-van. Pick-up will be in Troeg’s parking lot.
 - Golf Outing - August 3rd – we are ahead of where we were last year for golf outing sponsor.
 - Community Outreach - United Way is sponsoring an event to raise money for the new facility maintenance program at the New Tech Centro in Harrisburg. Tip-off for Tools at the “The Cavoli Barn” is scheduled for March 12th from 6-8PM. Board Members and Committee Chairs should be invited. Can the chapter sponsor a person or donate towards tools for the new center.

New/Open Items:

- Early bird registration ends 1/30 for Facility Fusion scheduled for April 7-9th in San Francisco – discuss who is going from the chapter (**Monday- Pre-Con**) **April 6–9, 2026 | San Francisco ** Leaders may register using code **LEADERS26** to receive **20% off** the Full Event registration. Component Administrators may register at the **student rate**.
 - At this point, there aren’t any board members available to attend.
- Bryan shared that hotels for World Workplace are just about sold out. So, if anyone is planning on going, you should book your hotel now.
- Open Item: Propose we cancel PO Box going forward and update address to current Board Role



(where is this posted, who's checking it, where is it, who has the key???) will renew 8/31/2025 –

- The board agreed to keep the PO box open, and we'll do some research on whether we are required to keep this as a chapter.
- Jim requested we revisit this topic next month after some research is done.
- Open Item: Propose we cancel Zoom – will renew 4/4/2026 – Savings of \$169.49.
- Upcoming Board Member Discussion – Maybe Kevin for 2nd VP, Jim to ask Adrianna for Secretary - Jim will discuss with her. If we have no interest, Jolene will remain in her position for another year. We will need to realign committee chairpersons as well.

Next scheduled board meeting is Wednesday, March 18th at 9AM



Secretary Report/Communications Committee

Month ending January 2026

Current Activities for this Period

1. Posted Board Meeting Minutes on website.
2. Worked with a few members on sign-ins via email to board email in box.
3. Worked with Marcie to set up a catalog for this year's sponsors to sign up to sponsor next year's tournament at this year's prices.
4. Posted golf tournament event.

Planned activities for Next Period

1. Continue making updates reflecting calendar year 2026 documents
2. Continue cleaning up website.

Issues/Concerns

Thanks Marcie and Priscilla for filling in for me in December and now January.

Submitted by Jolene Fink



January 2026 Treasurer's Report

Prepared for
February 18, 2026 Board Meeting

Beginning Balance Checking Account *5910 1/1/2026 \$64,180.54

Deposits

15-Jan	\$	37.90	2 Event Registrations
16-Jan	\$	37.90	2 Event Registrations
20-Jan	\$	754.25	Golf Registration
21-Jan	\$	37.90	2 Event Registrations
29-Jan	\$	18.95	Event Registration
30-Jan	\$	599.05	Golf Registration
30-Jan	\$	0.54	Interest

TOTAL DEPOSITS \$ 1,486.49

Expenditures

5-Jan	\$	(19.95)	Star Chapter - updated pricing in effect** Reoccurring Monthly Website Fee
-------	----	---------	---

TOTAL EXPENDITURES \$ (19.95)

Checking Account Closing Balance 1/31/2026 \$65,647.08

Beginning Balance Scholarship Fund Savings Account *7278 1/1/2026 \$3,126.25

Deposits

	\$	0.09	Interest
TOTAL DEPOSITS	\$	0.09	

Expenditures

TOTAL EXPENDITURES	\$	-
---------------------------	-----------	----------

Scholarship Fund Closing Balance 1/31/2026 \$3,126.34

Certificate of Deposit *11-1 Beginning Balance 1/1/2026 \$ 10,295.90

S&T Bank (3.96% Interest Rate)			CD Interest
Matures on 8/28/25	\$	-	

Certificate of Deposit Closing Balance 1/31/2026 \$ 10,295.90

Certificate of Deposit *32-1 Beginning Balance 1/1/2026 \$ 11,058.54

S&T Bank (3.96% Interest Rate)			CD Interest
Matures on 3/15/26	\$	-	

**renewed on 3/15/2024

Certificate of Deposit Closing Balance 1/31/2026 \$ 11,058.54

Paypal Beginning Balance 1/1/2026 \$ -

\$ -

does not include transactions direct from checking above

Paypal Closing Balance 1/31/2026 \$ -

Total Unobligated Assets 1/31/2026 \$90,127.86

Respectfully Submitted,

Marcie Carder
IFMA Central PA Chapter Treasurer

IFMA of Central PA - EIN#

Fiscal Year July 1, 2025 - June 30, 2026

Budget Tally to date thru

1/31/2026

INCOME STATEMENT				NOTES
REVENUES:	BUDGET	ACTUAL	BALANCE	
Membership				
Membership Dues	17000	\$9,062.50	\$7,937.50	
Total Membership Revenue	17000	\$9,062.50	\$7,937.50	
Meetings and Programs				
Registration Revenue	600	\$981.31	-\$381.31	Meetings do not include cost of speakers for educational purposes
Sponsorships	0		0	
Exhibitor Revenue	0		0	
Other	0		0	
Total Meetings and Programs Revenue	600	\$981.31	-\$381.31	
Golf Event				
Registration Fees (golfers & sponsors) (8/4/2025)	26000	\$15,201.62	\$10,798.38	
Raffle (day of collected)	0	\$2,095.75	-\$2,095.75	**updated 7/31/25 after the change in reconciliation - will add \$ for next years budgeting**
Total Golf Event Revenue	26000	\$15,201.62	\$8,702.63	
Educational				
Registration Fees	400		400	Educational events include additional fees for speakers and facility rental
Sponsorships	0		0	
Total Educational Revenue	400	0	400	
Publication				
Newsletter Advertising	0		0	
Membership Directory Advertising	0		0	
Mailing List	0		0	
Web-site Advertising	0		0	
Total Publication Revenue	0	0	0	
Administrative and Other				
Interest / Dividends	700	\$219.56	\$480.44	
Gain / (Loss) on Sales of Investments	0		0	
Other Revenue/Reserves	20000		20000	**paypal/savings/CD#1/CD#2
Total Administrative and Other	20700	\$219.56	\$20,480.44	
Total Revenue	64700	\$25,464.99	\$37,139.26	
EXPENSES				NOTES
Membership				
Postage	200	\$0.00	\$200.00	renews in March 2026**
Printing	0	\$0.00	\$0.00	
Supplies	0		0	
Web-site Development and Maintenance	3000	\$1,862.58	\$1,137.42	
Other	0		0	
Total Membership Expense	3200	\$1,862.58	\$1,337.42	
Meetings and Programs				
Food / Beverage	3000	\$4,457.78	-\$1,457.78	Includes Member Breakfasts/Happy Hours and Programs that are not under the Educational category
Speakers	0		0	
Facility Rental	1500	\$0.00	\$1,500.00	
Other	0		0	
Total Meetings and Program Expense	4500	\$4,457.78	\$42.22	
Golf Events				
Food and Beverage	8000	\$0.00	\$8,000.00	
Course Fees	11000	\$19,859.54	-\$8,859.54	
Other	4000	\$2,798.66	\$1,201.34	
Total Golf Event Expense	23000	\$22,658.20	\$341.80	
Educational				
Food and Beverage	3000	\$0.00	\$3,000.00	Annual Meeting Food and Beverage** Added to Meetings and programs for Reconciliation Worksheet
Speaker Honorarium & Gifts	3500		3500	
Facility Rental	1500		1500	Deposit for Annual Meeting Added to Meetings and programs for Reconciliation Worksheet
Other	0		0	
Total Educational Expense	8000	\$0.00	\$8,000.00	
Publication				
Printing and Postage	0		0	
Other	0		0	
Total Publication Expense	0	0	0	
Administrative				
Management Fees (Non-Employee)	0		0	
Donations / Gifts	5000	\$388.00	\$4,612.00	PA Food Bank (collected + doubled 2/4/2025)
Travel and IFMA Conference Expenses (Facility Fusion & World Workplace - 2 board members for each)	10000	\$2,702.01	\$7,297.99	Includes cost of Registration, Travel to and from location, Hotel during dates of Conference & Conference sponsored meals that are not included in Registration - i.e. Gala at World Workplace to present scholarship winner(s)
Scholarships for 2026	12000	\$0.00	\$12,000.00	
Accounting and Legal	0		0	
Other (Zoom)		\$18.00	-\$18.00	RENEWS 4/4/26
Total Administrative Expense	27000	3108.01	23891.99	
Total Expense	65700	32086.57	33613.43	
NET INCOME (LOSS)	-1000	-\$6,621.58	\$3,525.83	

Income

Programs	1/16/2025	2/20/2025	2/26/2025	3/24/2025	4/10/2025	4/22/25 Day on 11 5/6 Ballpark - MC 5/21 - Fire Alarm	6/4 - Thaddeus 6/18 - Annual Mee 7/15 - Brew Cread 9/11 - Jura Tour 10/2 - Thaddeus 10/7 - FMP Beer	10/14 - Volunteer 11/7 - Risk Mana 12/3 - Holiday Giving Party
----------	-----------	-----------	-----------	-----------	-----------	---	---	--

Member (Y/N)

2007	2007	19	10	2007	2.1	10	10	10	100	2007	100	10	2007	1.2	10	100
------	------	----	----	------	-----	----	----	----	-----	------	-----	----	------	-----	----	-----



IFMATM Central Pennsylvania Chapter

International Facility Management Association

1st Vice President & Programs Committee Monthly Reports For Board Meeting on February 18, 2026

1st Vice President Report

- Need to discuss future board members and elections soon
 - Past Pres – Jim
 - Pres -Scoop
 - 1st VP – Nate
 - 2nd VP – NEEDS FILLED
 - Secretary – NEEDS FILLED (would love for Jolene to stay active to train the next Secretary)
 - Treasurer – Marcie
 - Options for vacant spots:
 - Kevin Z. – Jim and/or Marcie were to talk to Kevin
 - Bryan G. – Jim was to talk to Bryan
 - Adriana – although I think she would be good in general, she doesn't regularly attend events so will there be enough of a commitment?

Programs Committee Report

Past Events:

- January 22, 2026: Utility Procurement and Energy Market Update (Utility Rates Analyst at Restoration Relief
 - 28 registrants
 - Great program
 - Great hosts—RR really rolled out the red carpet for us
- February 10, 2026: Facility Management Strategies in Commercial/Industrial Real Estate (Campbell Commercial Partners, Schaedler Yesco, and Higher Information Group at Schaedler Yesco)
 - 42 registrants
 - Great program
 - Schaedler Yesco was a convenient location with a lot of space for the size group

Upcoming Events:

- Thursday, March 5, 2026: Resilience, Recovery, and Reconstruction with Building and Life Safety at the Core
 - Presenters: Restoration Relief and Siemens
 - Timeline: 1130am-130pm
 - Location: Bird-in-Hand Restaurant, Lancaster
 - Lunch will be provided by Bird-in-Hand Restaurant
- Tuesday, April 28, 2026: HIA – behind the scenes tour
 - I did finally hear from my contact here so we should be in good shape but stay tuned!
- April 2026: Day on the Hill (local) – TBD (I still need to reach back out to Kurt/Adriana)
 - Avoid Facility Fusion dates 4/7-4/9/26

- Tuesday, May 19, 2026: PA State Police Academy Tour (through Wohlsen Construction)
 - Parking at Troegs and will need to get shuttle to transport to PSP
 - Happy hour afterward at Troegs
 - Will need to do a food package
- Wednesday, June 3, 2026: Members 1st Tour of Building Systems
 - Timeline: 1130am-130pm
 - Lunch will be provided
- Wednesday, June 17, 2026: Annual Meeting
 - Timeline: 430pm-7pm
 - Location: Duke's
 - Marcie to send in deposit
- Monday, August 3, 2026: Golf Outing
 - Ahead of where we were last year at this point in time; we have the following sponsors already lined up: grand prize sponsor, 1 beverage sponsor, 2 prize hole sponsors, and 3 hole sponsors
 - Timeline: 9am shotgun start
 - Location: Country Club of Harrisburg
- FM Panel and Roundtables at Thaddeus Stevens
 - Still waiting on communication from Thaddeus for dates
 - Julie
- Membership Drive events (collaborating with Membership Committee on this; possibly combined with a happy hour at the end of March/beginning of April)
- Community Outreach events (work in progress)

Discussion Items:

- United Way Tip Off Event (Marcie can give details)