

Board Meeting Minutes –July 15, 2026

BOARD POSITIONS	LEADER/COMMITTEE CHAIR	SUPPORT
Past President	James Runshaw	
President	Debra Massott	
1 st Vice President	Nathan Urich	
2 nd Vice President	Kevin Zumbrum	
Secretary	Jolene Fink	
Treasurer	Marcie Carder	
COMMITTEES		
Communications	Jolene Fink	
Credentials	Brian Glatfelter?	Jolene Fink
Membership	Suzanne Leopold	Kevin Zumbrum
Strategic Planning		
Scholarship	Julie McGill-Kopp (absent)	Suzanne Frady (absent)
Advocacy/Government Affairs	Adriana Leonetti	
Programs: Community Outreach	Nathan Urich/ Priscilla St. Jacques-Glusko	Debra Massott , Marcie, Janet, Priscilla
Subcommittee: Golf Outing	Nate Urich, Josh Yuninger	
Subcommittee: Annual Business Meeting	Priscilla St. Jacques-Glusko	

Meeting called to order at 10:31AM

- **Executive Board Reports:**

- President: Scoop
 - See Attached
 - Parker Zellers – Advanced Dry is interested in joining a committee and has some strategic planning experience with this volunteer fire department. Scoop is recommending he join the Strategic Planning Committee.
 - Spectra Flooring – sponsor for golf cart – 103 participants – Jolene updated website.
- Past President: Jim
 - No Report
- 1st VP: Nate -
 - No Report
- 2nd VP – Kevin -
 - No Report
- Secretary: Jolene –
 - See Attached
- Treasurer: Marci –
 - See Attached Month Ending/End of FY Report – Nate made a motion to approve the final June and fiscal year ending Treasurer's report; all agreed.

- Marcie shared the attached draft fiscal year 26/27 budget. Scoop made a motion to approve next fiscal year's budget; all agreed.
 - Marcie is beginning to work on the chapter certification task.
- **Committee Reports:**
 - Communications: Jolene –
 - See Secretary Report
 - Credentials: /Jolene –
 - FMP Course begins in September.
 - Brian Glatfelter may be interested in chairing this committee. He'll get back to us with his availability.
 - Membership: Suzanne L/Kevin
 - Standing at 152 members.
 - Strategic Planning -
 - No Report
 - Scholarship / Future FM –Julie/Suzanne F.
 - See Attached
 - Jolene made a motion to send Julie to World Workplace to represent the chapter; all agreed. Marcie mentioned there was money in the budget to cover this expense.
 - Government Affairs Advocacy: Adriana –
 - No Report
 - Programs/Golf Outing/Annual Meeting/Community Outreach: Scoop/Priscilla/Nate
 - See Attached President/Program combined report
 - Annual Meeting
 - Golf Outing
 - Community Outreach

New/Open Items:

- IFMA National is offering 5 free base memberships (doesn't include our chapter costs.) They are available until 9/30/26.
- Jolene is on vacation 7/22-8/3 but will be checking in from time to time. See ya at the golf outing.

Meeting Adjourned at 11:04 AM

Next scheduled board meeting is Wednesday, August 19th

**President & Programs Committee Monthly Reports
For Board Meeting on July 15, 2026**

President's Report

- Discussion about Strategic Planning and Credentials Committees
- Need to fill Chair position for Golf Committee next year
- I will be on vacation for the August Board Meeting

Programs Committee Report

Past Events:

- Wednesday, June 17, 2026: Annual Meeting at Duke's
 - Approximately 35 ppl

Upcoming Events:

- Wednesday, July 15, 2026: Happy Hour
 - Location: Hemauer's Brewing Co.
 - Timeline: 5-7pm
 - Details: IFMA Bingo
- Thursday, July 30, 2026: Community Outreach
 - Location: Central PA Food Bank
 - Timeline: 830am-12pm
- Monday, August 3, 2026: Golf Outing
 - Timeline: 9am shotgun start
 - Location: Country Club of Harrisburg
 - Marcie give quick update
- Tuesday, September 29, 2026: Joint Event with KCA—Sustainability September Showcased Through the Broad Street Market Project
 - Location: will meet at PHEAA for lunch and start of meeting, then walk to the project
 - Timeline: lunchtime, but specific details tbd
 - Still waiting on information from KCA
- September 2026: Community Outreach Susquehanna Service Dogs
 - Need to finalize date for mid-September
 - Location: SSD in Grantville
 - Timeline: 230-430pm
- October 2026: possible event add
 - Nate to fill us in
- Wednesday, October 28, 2026: Thaddeus event Real-World Advice FM Panel & Roundtables
 - Timeline: 9-1130am
 - Location: Tec Centro West, 57 Laurel Street, Lancaster, PA 17603
 - Details: FM panel followed by roundtables over lunch

- Thursday, November 12, 2026: Lunch & Learn/Tour of Equipment with Trane
 - Location: Trane in York
 - Timeline: need to finalize timeline
 - Details: lunch & learn plus demos
- Wednesday, December 2, 2026: Holiday Event
 - Location: tbd
 - Timeline: 415-7pm
- Starting to look at events for 2027 if anyone has any topics, ideas, etc.



Secretary Report/Communications Committee

Month ending June 2026

Current Activities for this Period

1. Assisted Scoop & Marcie with postings and mailings.
2. Updated Golf page on website
3. Posted meeting minutes, attended annual meeting.

Planned activities for Next Period

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

Issues/Concerns

I'm out of the office on 7/22-7/31. I will be at the golf outing. If anyone needs anything feel free to text me on my cell – 717-324-0812.

Submitted by Jolene Fink



IFMATM Central Pennsylvania Chapter

International Facility Management Association

June 2026 Treasurer's Report

Prepared for
July 15, 2026 Board Meeting

Beginning Balance Checking Account *5910	6/1/2026					\$77,779.83
<u>Deposits</u>						
	1-Jun	\$	918.72	Golf Registration		
	1-Jun	\$	825.00	Member Dues - April 2026		
	1-Jun	\$	18.95	Event Registration		
	3-Jun	\$	37.90	Event Registration		
	4-Jun	\$	18.95	Event Registration		
	5-Jun	\$	1,672.98	Golf Registration		
	8-Jun	\$	18.95	Event Registrations		
	11-Jun	\$	18.95	Event Registration		
	15-Jun	\$	1,750.00	Golf Registration (check deposited)		
	17-Jun	\$	2,500.00	Golf Registration (check from Siemens deposited from IFMA National)		
	17-Jun	\$	338.22	Golf Registration		
	18-Jun	\$	1,750.00	Golf Registration (checks deposited)		
	22-Jun	\$	918.72	Golf Registration		
	22-Jun	\$	545.44	Golf Registration		
	22-Jun	\$	241.48	Golf Registration		
	25-Jun	\$	526.49	Golf Registration		
	29-Jun	\$	168.91	Golf Registration		
	30-Jun	\$	2,130.00	Member Dues - May 2026 (minus "legal fees" of \$170.00		
	30-Jun	\$	0.73	Interest		
TOTAL DEPOSITS		\$	14,400.39			
<u>Expenditures</u>						
	1-Jun	\$	(343.49)	BILLPAY to Debra "Scoop" Massott		
				Reimburse for 5/19/26 Meeting Food/Drinks		
	2-Jun	\$	(101.62)	PAYPAL to Marcie Carder		
				Reimbursement for van rental through Enterprise		
	11-Jun	\$	(868.85)	BILLPAY to Debra "Scoop" Massott		
				Reimburse for 6/3/2026 Meeting Food		
	23-Jun	\$	(2,059.17)	BILLPAY to Debra "Scoop" Massott		
				Reimburse for 6/17/26 annual meeting		
	24-Jun	\$	(976.57)	BILLPAY to Artistic Imprints		
				golf balls for Outing 8/3		
TOTAL EXPENDITURES		\$	(4,349.70)			
Checking Account Closing Balance	6/30/2026					\$87,830.52
Beginning Balance Scholarship Fund Savings Account *7278	6/1/2026					\$4,743.42
<u>Deposits</u>						
Interest		\$	0.11			
TOTAL DEPOSITS		\$	0.11			
<u>Expenditures</u>						
		\$	-			
TOTAL EXPENDITURES		\$	-			
Scholarship Fund Closing Balance	6/30/2026					\$4,743.53
Certificate of Deposit *11-1 Beginning Balance	6/1/2026					\$ 10,498.73
S&T Bank (3.47% Interest Rate)				CD Interest		
Matures on 8/28/26		\$	-			
Certificate of Deposit Closing Balance	6/30/2026					\$ 10,498.73
Certificate of Deposit *32-1 Beginning Balance	6/1/2026					\$ 11,275.48
S&T Bank (3.46% Interest Rate)				CD Interest		
Matures on 3/15/27		\$	-			
**renewed on 3/15/2024						
Certificate of Deposit Closing Balance	6/30/2026					\$ 11,275.48

Paypal Beginning Balance	6/1/2026						\$ -
		\$ -					
does not include transactions direct from checking above							
Paypal Closing Balance	6/30/2026						\$ -
Total Unobligated Assets	6/30/2026						\$114,348.26
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		6/30/2026	
INCOME STATEMENT			NOTES
REVENUES:	BUDGET	ACTUAL	BALANCE
Membership			
Membership Dues	17000	\$16,902.92	\$97.08
Total Membership Revenue	17000	\$16,902.92	\$97.08
Meetings and Programs			
Registration Revenue	600	\$1,627.61	-\$1,027.61
Sponsorships	0		0
Exhibitor Revenue	0		0
Other	0		0
Total Meetings and Programs Revenue	600	\$1,627.61	-\$1,027.61
Golf Event			
Registration Fees (golfers & sponsors) (8/4/2025)	26000	\$45,560.96	-\$19,560.96
Raffle (day of collected)	0	\$2,095.75	-\$2,095.75
Total Golf Event Revenue	26000	\$45,560.96	-\$21,656.71
Educational			
Registration Fees	400		400
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	\$642.67	\$57.33
Gain / (Loss) on Sales of Investments	0		0
Other Revenue/Reserves	20000		20000
Total Administrative and Other	20700	\$642.67	\$20,057.33
Total Revenue	64700	\$64,734.16	-\$2,129.91
EXPENSES			NOTES
Membership			
Postage	200	\$0.00	\$200.00
Printing	0	\$0.00	\$0.00
Supplies	0		0
Web-site Development and Maintenance	3000	\$1,978.60	\$1,021.40
Other	0		0
Total Membership Expense	3200	\$1,978.60	\$1,221.40
Meetings and Programs			
Food / Beverage	3000	\$8,905.95	-\$5,905.95
Speakers	0		0
Facility Rental	1500	\$101.62	\$1,398.38
Other	0		0
Total Meetings and Program Expense	4500	\$9,007.57	-\$4,507.57
Golf Events			
Food and Beverage	8000	\$0.00	\$8,000.00
Course Fees	11000	\$19,859.54	-\$8,859.54
Other	4000	\$3,775.23	\$224.77
Total Golf Event Expense	23000	\$23,634.77	-\$634.77
Educational			
Food and Beverage	3000	\$2,159.17	\$840.83
Speaker Honorarium & Gifts	3500		3500
Facility Rental	1500		1500
Other	0		0
Total Educational Expense	8000	\$2,159.17	\$5,840.83
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
Travel and IFMA Conference Expenses (Facility Fusion & World Workplace - 2 board members for each)	10000	\$2,702.01	\$7,297.99
Scholarships for 2026	12000	\$8,846.22	\$3,153.78
Accounting and Legal	0		0

Fiscal Year July 1, 2025 - June 30, 2026

Other (Zoom)		\$36.00	-\$36.00	RENEWS 4/4/26						
Total Administrative Expense	27000	11972.23	15027.77							
Total Expense	65700	48752.34	16947.66							
NET INCOME (LOSS)	-1000	\$15,981.82	-\$19,077.57							

Monthly Check-Balance														
Income	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026		
Membership	0	2443.75	3975	0	475	2168.75	0	1050	2835.42	1000	2955	0	\$16,302.92	
Event Registration	190.7	209.25	18.95	0	286.63	143.13	132.65	94.75	190.3	190.7	58.85	113.7	\$1,627.61	
Golf Outing Sponsorships	8552.26	700.86			1500	3095.2	1353.3	5214.92		7038.6	6774.86	11330.96	\$45,660.96	\$36,307.84
Golf Outing Raffle/Player Package		2095.75											\$2,095.75	
FMP Course Registration		26424.85											\$66,324.85	
Scholarship Donation			1000					29900		1527			\$2,527.00	
Other														
Interest	0.6	216.74		0.56	0.46	0.57	0.63	203.35	217.7	0.62	0.6	0.84	\$64.67	
Monthly Income Total	\$743.56	\$1874.46	\$210.69	0	\$2262.09	\$407.65	\$1486.58	\$563.02	\$3143.42	\$756.92	\$632.31	\$1400.5	\$125,039.09	
Expenses	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026		
Postage													\$0.00	
Printing													\$0.00	
Website Fees	49.9	1417.71	49.9	49.9	19.95	255.27	19.95	21	19.95	75.07			\$1,976.60	
Meeting Food/Beverage			993.22	1445.8	257.26			800.24	979.55	1456.04	1212.34		\$6,365.96	
Meeting Other												101.62	\$101.62	
FMP Payment to IFMA			14040					845	14300				\$29,185.00	
FMP Payment to AFR Professional Services, LLC (Name)			14680						14755				\$29,415.00	
Golf Outing Food/Beverage													\$0.00	
Golf Outing Course Fees			19859.54										\$19,859.54	
Golf Outing Other	800	1998.66										976.57	\$3,776.23	\$23,634.77
Annual Meeting Food/Beverage												2059.17	\$2,159.17	
Donations							388		100				\$388.00	
Conference Travel/Expenses			2702.01										\$2,702.01	
Scholarships											8846.22		\$8,846.22	
Other		18											\$36.00	
Monthly Expense Total	\$49.9	\$1993.91	\$3745.13	\$1495.7	\$277.21	\$2404.77	\$19.95	\$1666.24	\$3017.5	\$1531.1	\$8846.22	\$4349.7	\$107,352.34	\$12,673.07 estimate

IFMA of Central PA - EIN#									
Fiscal Year July 1, 2026 - June 30, 2027									
Enter in gray cells only									
INCOME STATEMENT				NOTES	FY 26 Actual Spend				
REVENUES:	BUDGET	Suggested New BALANCE							
Membership									
Membership Dues	17000		17000		16902.92				
Total Membership Revenue	17000	0	17000						
Meetings and Programs									
Registration Revenue	1200		1200	Meetings do not include cost of speakers for educational purposes	1627.61				
Sponsorships	0		0						
Exhibitor Revenue	0		0						
Other	0		0						
Total Meetings and Programs Revenue	1200	0	1200						
Golf Event									
Registration Fees	11000		11000		36307.84	just this years outing			
Sponsorships	15000		15000			combined registration and sponsorships			
Total Golf Event Revenue	26000	0	26000						
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		700		642.67				
Gain / (Loss) on Sales of Investments	0		0						
Other Revenue/Reserves	20000		20000		26517.74	2 cd's & scholarship savings			
Total Administrative and Other	20700	0	20700						
Total Revenue	65300	0	65300						
EXPENSES:									
Membership									
Postage	0		0		0				
Printing	500		500						
Supplies	0		0						
Web-site Development and Maintenance	3000		3000		1978.6				
Other	0		0						
Total Membership Expense	3500	0	3500						
Meetings and Programs									
Food / Beverage	7500		7500	Includes Member Breakfasts/Happy Hours and Programs that are not under the Educational category	8905.95	7463.34			
Speakers	0		0			if removed TS events**			
Facility Rental	300		300						
Other	0		0						
Total Meetings and Program Expense	7800	0	7800						
Golf Events									
Food and Beverage	7000		7000						
Course Fees	12000		12000		19859.54	combined food, beverage and course fees from last year with 120 golfers			
Other	4000		4000		3775.23				
Total Golf Event Expense	23000	0	23000						
Educational									
Food and Beverage	3000		3000	use this for Thaddeus Stevens Events**	1442.61				
Speaker Honorarium & Gifts	0		0						
Facility Rental	300		300						
Other	0		0						
Total Educational Expense	3300	0	3300						
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		5000		388				
				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)					
Travel and IFMA Conference Expenses (Facility)	10000		10000		2702.01				
Scholarships	12000		12000		8846.22				
Accounting and Legal	0		0						
Other (Zoom)	0		0		36				
Total Administrative Expense	27000	0	27000						
Total Expense	64600	0	64600						
NET INCOME (LOSS)	700	0	700						



SCHOLARSHIP REPORT – JULY 2026

Accomplishments for Current Period

- Attended Scholarship applicant selection meeting July 9th. This meeting was attended by all Chapters sponsoring students for a scholarship.
- Selected 2 students to receive our scholarships.
 - **Niknezhad Niyousha - Drexel student**
 - **Joshua Emeghai - Louisiana State**

Current Activity Status

- Foundation Lead Brad is reaching out to each student with a letter that tells them they were selected as scholarship winner and are to attend World workplace.
 - Foundaion Lead : Bradley Fuglsang, Bradley.fuglsang@ifma.org
- Once we learn our winners were contacted, we will reach out to them to congratulate them and tell them what to expect.

Planned Activities for Next Period

- Connect with Student winner with letter and call
-

Issues and Concerns

- Nice to have: Need Student Rep for World Workplace – I will ask my company if I can attend.
-

Ideas

-

Items for Executive Board Review and Vote

- Would board be open to sponsoring me or another member to attend student scholarship events at WWP?



SCHOLARSHIP REPORT – JULY 2026



Lesley Groff Scholarship Recipient

- **Niknezhad Niyousha - Drexel student**
 -
 - My name is Niyousha Niknezhad, and I am currently pursuing a PhD in Architectural Engineering at Drexel University, where I also serve as Vice President of the Drexel Graduate Women in Science and Engineering. My academic and professional journey has been shaped by a deep interest in how buildings perform, how materials behave, and how design decisions affect both people and the environment over time.
 - With over seven years of industry experience in architectural design, project management, and construction, I have seen firsthand how poor material choices and reactive maintenance strategies lead to unnecessary costs and environmental waste. This motivated me to shift toward research, specifically focusing on thermal-adaptive vascular cementitious composites that can enable autonomous thermal regulation in building envelopes. My goal is to develop materials that are smarter, more durable, and demand less intervention over their lifetime.
 - In the short term, I aim to complete my graduate research and build a strong foundation in sustainable facility and infrastructure management. I want to work at the intersection of material innovation and building performance, helping organizations make smarter, longer-lasting decisions from the design stage forward. In the long term, I see myself leading research-driven facility management strategies that prioritize resilience, sustainability, and reduced environmental impact across the built environment.
 - Receiving the IFMA Foundation scholarship would be more than financial support. It would be a recognition that the work I am doing matters to the future of facility management. It would allow me to focus fully on my research, engage more deeply with the professional FM community, and develop the leadership skills needed to bridge the gap between material science and real-world building operations. I am committed to bringing that knowledge back to the field in a meaningful and lasting way.

SCHOLARSHIP REPORT – JULY 2026



Charles N. Claar Memorial Scholarship

Joshua Emeghai - Louisiana State

I am writing to outline my career goals in facility management, driven by a commitment to environmental stewardship, operational excellence, and sustainable built environments. As a Ph.D. student in Environmental Sciences at Louisiana State University with a background in Construction Management,

I focus on integrating sustainability principles with innovative facility management practices. After completing my doctoral studies, I aim to secure a Facility Manager position where I can apply sustainable strategies to improve building performance, reduce costs, and enhance occupant health.

I will leverage my expertise in green building systems, data-driven decision-making, and stakeholder collaboration to support the development of high-performance facilities. I also plan to earn credentials such as the FMP, SFP, and CFM to further strengthen my technical and leadership skills. Long-term,

I aspire to lead facility management operations at a major organization or public institution, focusing on sustainable infrastructure, resilience, and smart facility systems. My goal is to advance strategies that align facility operations with global sustainability goals while promoting efficient, healthy, and resilient spaces. I am also committed to contributing to research and innovation in facility management to inform policy development and industry best practices.

Receiving the IFMA Foundation scholarship would greatly support my professional development and accelerate my path toward becoming a sustainability-focused facility management leader. This support would help me further develop the technical expertise and leadership skills needed to contribute meaningfully to the future of facility management.