

Secretary Annual Report

June 18, 2024

23-24 busy year recap – We educate – We invest – We connect

- What a year it has been in the Central PA Chapter, as of this morning we stand at 120 members.
- We started off last year with a beautiful day at Harrisburg CC for our Golf Outing in which money for three scholarships were raised. Thanks again for everyone's participation.
- We celebrated Sustainability September at Phoenix Contact with an awesome in depth look at their solar plant.
- In October we met at the PA Turnpike building and learned all about pollinator gardens to continue our discussion on sustainability.
- In November several of our members volunteered at the Central PA Food Bank. We'll be doing this again in September, registration is open and spots are limited.
- December brought us to our season of giving as we held our annual holiday get together at Duke's. We collected money to
- In January Amy Carenza, CCO at ActivePure, shared how the impact of the new ASHRAE 241 standard will impact facility managers from the lessons learned from COVID-19.
- In February Michael Chiapperino, Business Manager at HAYS Recruitment led a very informative meeting on trends in the FM job market and how to create a compelling resume.
- In March, Alana Dunoff, IFMA Fellow led some of our members in a deep discussion on personal and professional growth with "Refreshing your Why".
- In April we held a networking event at the Bearded Goat Brewing Co. and had a great turn out.
- May's meeting was held at Sahd Metal Recycling plant where we had a wonderful tour.
- And let's not forget the numerous member breakfasts we've had over the year, thanks for everyone's participation and stay tuned to the website for upcoming dates.
- Upcoming Monthly Events you don't want to miss!
 - Our Annual Golf Outing is on August 5th at the Harrisburg Country Club - Commitment to advancing the FM profession.
 - September we'll be volunteering at Central PA Food Bank (only 15 can register, so sign up early.



May 2024 Treasurer's Report

Prepared for
June 19, 2024 Board Meeting

Beginning Balance Checking Account *5910 5/1/2024 \$72,097.97

Deposits

6-May	\$	783.28	Golf Outing Registration
8-May	\$	995.72	Golf Outing Registration
9-May	\$	1,440.78	Golf Outing Registration
13-May	\$	725.22	Golf Outing Registration
15-May	\$	56.85	(3) Program Registration for 5/15/24
17-May	\$	695.80	Golf Outing Registration
20-May	\$	483.35	Golf Outing Registration
28-May	\$	241.48	Golf Outing Registration
30-May	\$	18.95	(1) Program Registration for 6/18/24
31-May	\$	1,050.00	Golf Outing Registration
31-May	\$	0.61	Interest
TOTAL DEPOSITS	\$	6,492.04	

Expenditures

2-May	\$	(19.95)	Star Chapter - updated pricing in effect**
6-May	\$	(3,500.00)	Reoccurring Monthly Website Fee
			Check# 1282 - AFD Professional Services, LLC
16-May	\$	(20.00)	Speaker payment for 3/27/2024 Event
			REFUNDED Program Registration due to change of date
17-May	\$	(85.86)	Star Chapter
5/21	\$	(403.23)	Reoccurring Monthly Website Fee
			Check# 1283 - Debra Massott
			Reimbursement for Happy Hour & Nametags
TOTAL EXPENDITURES	\$	(4,029.04)	

Checking Account Closing Balance 5/31/2024 **\$74,560.97**

Beginning Balance Scholarship Fund Savings Account *7278 5/1/2024 \$1,415.96

Deposits

TOTAL DEPOSITS \$ -

Expenditures

TOTAL EXPENDITURES \$ -

Scholarship Fund Closing Balance 5/31/2024 **\$1,415.96**

Certificate of Deposit *68-1 Beginning Balance 5/1/2024 \$ 9,886.41

S&T Bank (1.99% Interest Rate)	12-May	\$ 16.14	CD Interest
Matures on 9/13/25		\$ 16.14	

Certificate of Deposit Closing Balance 5/31/2024 **\$ 9,902.55**

Certificate of Deposit *32-1 Beginning Balance 5/1/2024 \$ 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 5/31/2024 **\$ 10,425.79**

Total Unobligated Assets 5/31/2024 **\$96,305.27**

Respectfully Submitted,

Marcie Carder
IFMA Central PA Chapter Treasurer



Membership Committee Report

06/2024

Accomplishments for Current Period

- Committee Members Update:
 - Dick Michaelian – RC&M
 - Chris Coller – Clean Team
 - Josh Jonas – Sika Corporation [Upcoming Committee Chairperson]
 - Doug Aldinger – SitelogIQ [Transitioning to 2nd VP]

Current Activity Status

- New Member / Member Breakfasts:
 - It has been suggested that Facilities Managers are booked early in the mornings. Would better representation result hold the event at 4:00 – 6:00 as a drop-in? **Better in the morning at 7:30 for most, but change-up on venue and time will be initiated as follows:**
 - **In July make 4:00 coffee in Harrisburg**
 - **Plan and schedule the next membership meeting.**
 - **In September or October make another *first thing* in the morning**
 - The recommended venues are:
 - Capitol Diner, Harrisburg
 - West Shore Diner
 - **September-October breakfast - Lyndon or Park City Diner, Lancaster**
- Student Engagement
 - Thaddeus Stephens College of Technology –
 - **Timeline:**
 - **initiation of the IFMA student chapter in July**
 - **Julie McGill-Kopp stepped-up to our Champion for Thaddeus Stevens engagement. Thank you, Julia! BIG SHOUTOUT!!!!**
- Student Memberships: See ad hoc board update via email 01.31.2024
 - How many free student memberships are available. – **Undefined by National**
 - **January 15th - 31st Free Student Memberships, must be full time student.**
 - The student memberships are \$10.00 annually with the fee assessed to the local chapter, however National was temporarily offering free student memberships, which I believe is expired.
 - Networking Group [for students] is \$55.00 annually, but each chapter has its own price. This group has access to the Communities and Councils.

Planned Activities for Next Period

- Face-to-Face Committee Meeting – TBD
 - Capitol Diner @ 7:00 - Pending.
 - Membership Committee Chairperson transition to Josh Jonas.
 - Close loop on Members' Coffee:
 - In addition to the actions noted above, personal contacts by email or phone calls will be made to the new / renewing members of the past three months. – Dick / Doug
 - Budget for 2024 – Open item:
 - Member breakfasts
 - Free Memberships – coordinate with Board
 - Other items – Tchotchkes
 - **Current Budget**

\$750	MEMBERSHIP	2023-2024
3610	Name Tags	\$ 50.00
3620	New Member Meal Expenses	\$ 500.00
3630	Prizes	\$ 100.00
3640	Snacks/Misc	\$ 100.00

- **Badges are available from Star Chapter – can be printed off.**
 - **Use the printed ones available from Star Chapter in lieu of embossed badges.**
 - **Responsibility for printing undefined.**

Pending Actions

- Chris will look-up information on: **Chris must be updated on the new chapter log-in.**
 - Expiring Members
 - Follow-up messages to new and renewing members were drafted and circulated to the board. Are up-to-date.
- 10.19.2023 Golf Outing: The Good/ Bad/ Ugly – participate in 2023 debrief / 2024 planning session.
 - No follow-up seen on this meeting.
 - 08.05.2024 Charles N Claar Memorial Scholarship – Country Club of Harrisburg
 - Promotion of Golf Outing per John Self's email 10.19.2023.
- New Guests at meetings:
 - Set-up process for follow-up after meetings
- Some target prospect organizations for new members:
 - Dick has a couple of Facilities' Managers who will be connecting with the Chapter.

Issues and Concerns

- Creating a proper value statement – Josh has drafted value proposition. After committee review, the DRAFT value proposition will be distributed for board review.
- Incentives for bringing new members i.e., gift cards.
- Make contacts personal.
- Follow up categories:
 - Potential Members
 - New Members
 - Retaining Members

Miscellaneous

- Potential Meeting Focus: *Invite-a-Friend*, Straight Networking Event, Venue type: Tröegs
- Golf Outing: give it a recruiting focus.

Submitted by:

Doug Aldinger, PE, LEED AP | Senior Development Engineer | 717.940.0058



IFMA™ Central Pennsylvania Chapter
International Facility Management Association

Board/Committee Position- Past President, Community Outreach

MAY 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.**

New community outreach committee member, Mike Dodson. Here is what he is proposing with Habitat for Humanity: I wanted to bring to your attention an exciting opportunity to get involved with Habitat for Humanity. Habitat for Humanity is a wonderful organization dedicated to building homes for those in need. Volunteering with them can be a rewarding experience that not only helps others but also leaves a lasting impact on the community. The opportunity would be in a mid-September time frame and would occur in York City. All tools and training will be provided. Check out the link for more information. [Construction Volunteering - York Habitat for Humanity](#) If you're interested in participating or learning more, please feel free to reach out.

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
- Veterans Outreach- did anyone ever contact them regarding our contribution- perhaps Amber K?

Issues and Concerns- none

Submitted by: Priscilla St.Jacques-Glusko