

# Board Mtg Agenda

**SEATTLE CHAPTER**

## Date 3.9.2021 | Meeting called to order at 11:07 AM.

## **In Attendance:** Tara Galang, Melanie Danuser, Robert Blakey, Fawn Wilson, David Longmire, Jay Arcarese

##  **Absent:** Jose Diaz, Jackie Roethel, Chris Schellhase, Tony Houts

11:00 – 11:10 Call Meeting to order - Melanie

1. Welcome and call to order –
	1. Approve minutes for February meetings. TABLED for April
	2. Approve financials for February. TABLED for April

## 11:10 – 11:45 Current Business

1. Internship Update *(Melanie/Fawn)* Fawn, Melanie and Michael have a meeting on Friday @10:30am to discuss next steps (Membership surveys, event support, etc.)

1. Annual Sponsorships Update *(Jackie/Fawn)*
	1. **2 Platinum** (MacMiller, Corporate Care)
	2. **2 Gold** (Alliance Building Services, APEX Facility Resources)
	3. **2 Silver** (KONE, Puget Sound Energy)
	4. **10 Programs/Webinars** (Climatech, Rentacrate, NOVO Painting, Workpointe, Allied, D-seven, Unispace, Whirlwind, Alluminia, Interstate Restoration)
2. Education – 2021 Calendar is slated *(Jackie)* See below
3. Fall Poker Tournament *(Jay)* Cancelled at this time for 2021

## 11:45 -12:15 Current Business – Melanie

1. New Treasurer? New Director at Large? New Secretary *Any candidates please send to Tony or Fawn*
	1. *Fawn will reach out to Past President Tribo to discuss committee for the ballot and election*
	2. *Robert Blakey expressed interest in the Director of Large*

1. 2021-2022 Strategic Planning Meeting – May Exec BOD or BOD Contributions *(Date Confirmation May Wed or Fri? 4-6 hours) -Fawn*
	1. *Fawn will connect with Tony. A poll will go out to BOD for the Dates in May (5,7,12 and 14th)*
2. Membership Update 252 Members *(as of 3/9/2021)* Ideas for recruitment? *Cindy*
	1. *Meeting with Chris and Cindy to discuss any strategies from increasing membership.*
	2. *Discounted rate or a carry over to next year for member.*
	3. *Seattle Chapter has been at the min $92 for over 10 years.*
	4. *IFMA HQ has a 3-month grace period and a payment plan.*
3. March NYCU has gone out.
	1. If ANYONE has any content they want to include please send to Fawn and Melanie.
	2. Spotlighted member/BOD for April David Longmire Due Date: April 1st
	3. Robert Blakey Due Date: May 1st May issue
	4. Jay Arcarese June NYCU Spotlight June 1st
	5. Platinum Sponsor CC SoMe Post – Tara will get that over to Fawn
4. Retired Members – Fawn has sent current list to Wodrich – More discussion to come.
5. Tony and Fawn will attend Western Advisory Meeting.
	1. Debrief to come next month from Tony and Fawn

## 12:15 -12:25 Upcoming Events

1. Webinars
	1. FREE to members $15 for Non-members
	2. BOD Participation
	3. March 17th WA Clean Buildings Act: Taking Early Action to Minimize Capital Costs and Understand the New Law
	4. April 28th Safety Piece Beyond COVID" Educational Program & Mixer
	5. May 20th Life Science Conversation with a Facility Manager
2. Golf Committee Kickoff
	1. **Date:** The only Friday that was left for September was Friday the 3rd, so I grabbed that. I know that it is the beginning of a long weekend, but this year, I think we could make it work. If this doesn’t sound good to the board and they still want a Friday, then we will have to back out tournament up to August. Taking a Thursday or Wednesday date won’t be a problem. Labor Day Weekend might be an issue. Vote at next BOD
	2. **Format:** We will be able to have a shot gun start this year. This is great news in that we can have everyone there at the same time for check in. We will also have a maximum field of 144 golfers, so that was good news as well.
	3. **Awards Ceremony:** If we want to have an awards ceremony / dinner, that will be available as well outside in banquet tents. Dinner is typically a large overhead so I would be wanting to do something in between a dinner and what we did last year. If the tournament is the 3rd, then some finger foods and drinks with a dedicated bartender would help shove everyone off to a long weekend.
	4. **Start:** Last year we had a 7:30 AM t-time. I made it 8:00 AM this year. I figured that will allow the players and sponsors to end the day relatively early to start their long weekend.
3. Symposium Planning update for PFEC (Melanie)
	1. Postponed for March 17th, 2022
	2. Fawn Updated MOU with Brooke Complete
	3. Jackie/Melanie/Fawn working on replacement event (30-40 pp AM/PM at SBC (panorama), MOF, remote in/hybrid)
		1. One day event with two repeating session in the AM/PM
		2. Fulfilling Plat and Gold Sponsorship package
		3. Proposed title as a Summit
		4. October first week
		5. Incentive for 2022 Sponsors to have the ability to participate in 2021 summit.

## 12:25-12:30 Meeting Wrap-Up – Tony

1. Fawn will not be in attendance for April BOD Meeting (WSSHE Virtual Conference) (Lisa, Fawns assistance will be on in her place)

## 12:30 Meeting Ends

## Next Meeting

**Regular Board Meeting, Wednesday 4.14.2021, 11:00 am, expect this month to continue as a Virtual/Conference call.**