MEETING MINUTES

Meeting called to order at 11:40 am

1. Minutes from last month approved.
2. Treasurer, Updates from Bob and Tony on incoming Treasurer

New Actions from April meeting

1) Bob T’s renewed call for volunteers to assist with 2019 Golf tournament
2) Tony reminded the Board that all new budgets need to be submitted by end June 2019.
3) Elections process to be activated. Past President, Michael P to work with exec board to get the ball rolling. David L offered assistance to Michael.
   a. Discussion on adding additional Director at Large and Vice President roles
   b. David L raised question on how to retain good people - Tona interested in exec role?
4) Data from recent member survey suggests that there is enough interest to begin planning a north Seattle based poker event.
5) Next News You Can Use to include a call for the membership to consider open Board positions
6) Marketing materials need reviewed to assist with ongoing sponsorship discussions

Ongoing Actions from previous BoD meeting minutes

1) Polling needed to assist the Education Committee on interest and planning for courses during the rest of the year.
2) How to make our events valuable for both sponsors and vendors and what does success look like for all.
a. Agreement to use the current open Public Relations Chair to include some marketing responsibilities to promote the IFMA Seattle region

3) FAQ section on our website to be moved to a more prominent place for easier member access.

4) Photos of new BoD members to be uploaded to website asap and contacts updated.

5) SWAG options and prices being worked on by David Wright and Eli Struck. Ongoing

6) David Wright, Secretary, proposed the creation of an FM Technology Committee to help provide value to the Chapter and connect with the wider IFMA professional membership.
   a. Committee positions to be announced
   b. Invite to membership for volunteers
   c. Vision and mission statement for the new group to be formed
   d. Item to be added to the Parking lot that DW will track and report on.

7) Committee Chairs to write 3 Aims/Objectives for their team goal for 2019. To reflect Executives goals which were communicated in January & February BoD meetings
   a. clarifying and documenting chapter charters,
   b. membership growth and member activation/participation,
   c. financial empowerment of committee's.

Parking Lot items - longer term projects/ideas.

8) General Board agreement that an IFMA World WorkPlace Event in Seattle should be pursued.

9) DW proposed a potential new committee chair position to focus on FM Technologies with a focus on helping chapter members get access to and information on the FM Tech sector.

10) Board Positions to be filled with skilled professionals wherever possible - e.g Treasurer needs to come from a finance background, PR Board.

Notable Member updates and BoD changes

1. Bob Tribo, President, confirmed the following updated schedule of BoD in person meetings for the remainder of 2019.
   a. June: SBC
   b. July: SBC
   c. August: SBC
   d. September: SBC
   e. October: SBC
   f. November: SBC
   g. December: SBC

NEXT MEETING @ Smart Building Center - Pacific Tower
Wednesday, June 10th, 2019  11:30 am

All meeting minutes items are considered correct and accurate unless the author is notified otherwise. Please feel free to forward corrections, additions or deletions to IFMA Seattle Secretary, David Wright, @ davidtedwright@gmail.com.