

IFMA Board Meeting

March 13th, 2019 @ 11:30am

ATTENDEES:

| <u>Name</u> | <u>Position</u> | <u>Phone</u> | <u>E-mail</u> |
|------------------------------------------------------|-----------------------------------|--------------|----------------------------------|
| <input checked="" type="checkbox"/> Bob Tribo | President | 206.992.2353 | tribobob@amazon.com |
| <input checked="" type="checkbox"/> Tony Houts | Vice President | 425.280.6725 | tonyhout@amazon.com |
| <input type="checkbox"/> | Treasurer | | |
| <input checked="" type="checkbox"/> David Wright | Secretary | 206.972.3532 | davidtedwright@gmail.com |
| <input type="checkbox"/> Michael Pamintuan | Immediate Past President | 206.409.8044 | mdpam2002@gmail.com |
| <input type="checkbox"/> Linda Gettman | Director at Large | 206.853.4725 | lgettman@westernoffice.com |
| <input checked="" type="checkbox"/> Jay Arcarese | Associates Committee, Chair | 206.383.5738 | jarcarese@rentacrate.com |
| <input type="checkbox"/> Open | Communication Committee, Chair | | |
| <input checked="" type="checkbox"/> Robert Blakey | Credentialing Committee, Co-Chair | 206.673.4830 | riblakey@gmail.com |
| <input checked="" type="checkbox"/> Annette Bailes. | Credentialing Committee, Co-Chair | 206.925.6961 | annettepbailes@aol.com |
| <input checked="" type="checkbox"/> Melanie Danuser | Education Committee, Chair | 206.582.4258 | melanie.danuser@neec.net |
| <input checked="" type="checkbox"/> David Longmire | Employment Development, Chair | 206.953.0806 | dlongmire@MuseumofFlight.org |
| <input checked="" type="checkbox"/> Cindy Strickland | Membership Committee, Chair | 206.235.1973 | cindy_strickland@knoll.com |
| <input checked="" type="checkbox"/> Chris Schellhase | Membership Co-Chair | 206.551.6004 | chrischellhase68@gmail.com |
| <input checked="" type="checkbox"/> Annette Bailes. | Member Recognition/Photographer | 206.925.6961 | annettepbailes@aol.com |
| <input type="checkbox"/> Tona Khau | Programs Committee, Co-Chair | | tkhau@sno-isle.org |
| <input checked="" type="checkbox"/> Matt Hasse | Programs Committee, Co-Chair | 206.406.8146 | mhasse@pods.com |
| <input checked="" type="checkbox"/> Ash Fara | Programs Committee, Co-Chair | 206.462.9720 | ash.faraji@macmiller.com |
| <input type="checkbox"/> Cobey Woodall | Public Relations Committee, Chair | 425.287.7148 | cwoodall@coppertreeanalytics.com |
| <input type="checkbox"/> | Special Events/Golf | | |
| <input checked="" type="checkbox"/> Tara Galang | Sponsorship Committee, Chair | | tgalang@corporatecare.com |
| <input type="checkbox"/> Lianna Collinge | Association Management, Exec Dir | 253.265.3042 | lianna@aminc.org |
| <input checked="" type="checkbox"/> Fawn Wilson | Association Management, Acct Exec | 253.265.3043 | fawn@aminc.org |

MEETING MINUTES

Meeting called to order at 11:40 am

1. Minutes from last month approved.
2. Elizabeth Saunders, Treasurer, not present - No detailed financials reviewed

New Actions from February meeting

- 1) 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.
- 2) Bob T's call for volunteers to assist with 2019 Golf tournament
- 3) Jays ask about holding potential 2nd Poker Tournament in the north region of seattle. Survey data to collect interest and Sponsorship goals to tie into this as a 2019 goal
- 4) Robert reviewed the proposed budget for CFM week long training. Board approved his plans for the date and proposed costs.
- 5) Board agreed that we will make a path for student memberships at no-cost to students
 - a. Board to issue a letter to IFMA Central to raise the issue and our plans to address it
 - b. David L to check with other chapters to asses other if other solutions are in place
- 6) Board confirmed that one student scholarship would be available this year for World Workplace attendance.
- 7) Board agreed fee ranges for use of Museum of Flight conference rooms. Initially offering \$100.

Ongoing Actions from previous months meeting minutes

- 1) Polling needed to assist the Education Committee on interest and planning for FMP courses during the rest of the year.
- 2) BoD present agreed that more collaboration with University of Washington's FM Strategy/Working Group would be beneficial. Bob Tribo to author a call to volunteer via the News you can use email for Chapter Members to get active in the project.
- 3) FAQ section on our website to be moved to a more prominent place for easier member access.
- 4) Robert T to connect David Longmire with Hays Recruitment who are opening a Seattle office in Q1 2019. (Hays opening delayed due to Visa issues with the incoming Seattle Hays VP from Australia)
- 5) Photos of new BoD members to be uploaded to website asap and contacts updated.
- 6) SWAG options and prices being worked on by David Wright and Eli Struck. 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.

Parking Lot items - longer term projects/ideas.

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

Notable Member updates and BoD changes

1. Bob Tribo confirmed the following updated schedule of BoD in person and virtual meetings for the remainder of 2019. (updated for Feb & March)
 - a. January: SBC
 - b. **February: Converted to Virtual - Winter Weather impacts**
 - c. **March: SBC Training Room**
 - d. April: SBC
 - e. May: Virtual
 - f. June: SBC
 - g. July: SBC
 - h. August: Virtual
 - i. September: SBC (or at Golf Outing)
 - j. October: SBC
 - k. November: Virtual
 - l. December: SBC

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| NEXT MEETING @ Smart Building Center (Training Room) - Pacific Tower Wednesday, April 10th, 2019 11:30 am |
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