



# **IFMA<sup>TM</sup> Madison Chapter**

International Facility Management Association

**Executive team meeting minutes Tuesday, July 14, 2015**  
**Cuna Mutual Building, Madison, WI**  
**9:00 am To 10:00 am**

**Attending-** Nathan Hansen, Leah Samson Samuel, JR Roethke, Brett Wedekind

**Phone-** Patty Sweitzer, Ron Rowe, Jim Zirbel, Lorelle

Meeting came to order at 9:01 am - Patty, secretary did not call in until 9:10 am

**Meeting minutes approved:** Meeting minutes sent and need to be reviewed.

**Treasurer report-** Brett Wedekind –

Financial report approved per Nathan Hansen and Ron Rowe second

**Vice President-** JR – No report

**Past President – Nathan Hansen** – Nathan has been asking winners of World Workplace drawing about going and none of the recipients can go. Christmas Party coordination

**President – Leah Samson Samuel**

Leah needs to have a discussion about the blue print., format changed last year and simplified. Leah sent the document to the chapter leaders. Leah would like to discuss the blue print during the executive meeting.

The Chapter recertification August 17<sup>th</sup>.

**Lunch Bunch** – No update

**Member Squad** – (Mark Schwenn, Brian Novinska and Frances) - No update

**Show N' Go- (Jon Schneider/Ron Rowe)** Kathy Lake Environmental Specialist Metropolitan sewer district and the effects of salt running off into the lakes. No tour this month due to the Golf Outing. Show and Go – has a calendar of events for the year. Working on a program next month with Peliter.

**Professional Development Task Force-** (Erica Marty and Mark Considine) – Talking with about combining the Sponsorship Task Force with the Professional Development Task Force.

**Sponsorship Task Force** – (Barb Milan, Margaret Fisher and Jake Will)

**News Crew- Jennifer Hardebeck** –Send Jennifer updates. Need to get folks to submit articles

**IFMA 2.0 - JR Roethke & Jacqueline Chesson-**

Leadership changes need to be updated to 2.0 so they can be updated on the web site. The changes do not happen by themselves. The team needs something official from the executive board. This would apply to Ring central too.

**Team PR** – No update - no team.

**Committee Crew** – (Lorelle and Jim) Barb is waiting to get more information from Senior Citizen who needs help with landscaping.

Another project with school – the first Saturday of August – Spring Harbor

**Birdie Brigade- Karyn Biller-**

I do have an edit to the Birdie Brigade meeting note. The 103 golfers is not an accurate statement. That is a total of all the people that register, not all of them are golfers. See below for the current registration/type breakdown:

88 – Registered Golfers

8 – Hole Sponsors – **NOTE: We still have 6 holes available!!**

3 – Dinner only attendees

1 - Event Sponsor

1 – Beer Sponsor

1 – Water Sponsor

1 – Dessert Sponsor

103 total people registered

**Last year we had 105 golfers! I’m hoping a couple more teams registered this week!** But all in all I’m very happy with the progress of this event!

**FM Pipeline Team** – Jim Zirbel- No update

**New Business** –

IFMA 2.0 and Lunch Bunch need team directors. There are a few more teams that need assistance too.

Early bird rates end for IFMA World Work Place August 15<sup>th</sup>

**Old Business** -

Silent Auction Item for World Workplace Leah motioned to give a \$100.00 to the foundation and Nathan seconded.

**Blue Print discussion:**

The strategic objectives will stay the same – everyone was asked to review the measurers.



# IFMA<sup>TM</sup> Madison Chapter

International Facility Management Association

Targets review – Membership last year results - team involvement we did register 5 professional members. no student., last survey satisfaction revealed were doing pretty well. Code of conduct was reviewed.

1. Membership	Team rosters	Increase team combined roster by 5 (currently 21)
	Professional members	Register 5 new professional members (currently 93 total)
	Student members	2 student members (currently 0)
	Retention	Member satisfaction
	Professionalism	Review code of conduct annually

Comment - We need strong team leaders which we lack currently. New members could be great team leaders as they may have more time to invest.

Team Rosters - Maybe a new target could be to strengthen team leadership as needed – have 2 directors per team. Can us indices membership to get more involved. (example; offer training – have a drawing – attend facility fusion) Volunteers need to be self-motivated. We can do this through recognition. We need to drive this through in that way.

Professional members – keep it at 5 - need to see what the new total is., Brett actually knows we have 143 members as of June 30<sup>th</sup>. Economy still may have something to do with it.

Student Members – keep it at 2. (Skills USA – gain student engagement, need a plan)  
Student membership costs \$10.00

Retention – Member satisfaction isn't a target – we need something to measure. How about maintain a minimum membership of 143 professional members.

Professionalism - Review code of conduct

Meeting was adjourn at 10:04 a.m.