**CFMA Chicago Board Meeting
February 1, 2018 | 8:30 a.m.
Pernix Group Office**

**Present:** Mary Davolt, Bill Reidinger, Kathy Cole, Courtney Hartnett, Jason Vanden Bosch, Alex Warner, Erik Haarstad, Tammy Kilty, Kirk Liskiewitz, John Metz, Brad Dalbec (by phone)

**Absent:** Beth Swanson-Verdun, Steve Glover, Tracey Fenolio, and Amy Holmes

**Guests:** Deb Hypke

President Mary Davolt called to order at 8:35 a.m.

**Approval of Minutes:** The minutes of the August 23, 2017 board meeting were presented for approval. Courtney Hartnett made a motion to approve the minutes as presented. Tracey Fenolio seconded the motion. The motion passed.

**Treasurer Report & Finance Committee:** Jason Vanden Bosch reviewed the financial reports including balance sheet and P&L report to date. He reminded committee chairs and liaisons to identify ways to use their budget prior to fiscal year-end. Jason then reviewed a list of account receivables representing event registrations and sponsorships dating back to mid-2017. Following discussion, it was agreed that Jason would reach out to those on the list to request payment on past due invoices. Deb will provide invoices. Moving forward, Jason will work with Deb to continuously review any outstanding invoices.

A few of the outstanding payments impact the net income for the 2017 golf outing, and therefore, the allocation of funds to the Intern program for 2018. The board agreed to proceed with fund allocation inclusive of the receivables. Discussion on the allocation of Intern funds continued left from 2016, and the opportunity to designate funds for training of the interns to increase the focus of education within the program. Tracey Fenolio made a motion to allocate the 2017 golf outing funds and current reserves left from the 2016 program, to the Intern program. Kirk Liskiewitz seconded the motion. The motion passed.

Jason reported that he is working with the committee chairs on their 2018-2019 budgets and will have a proposal to present at the April board meeting.

**Programming Update:** Tammy reported that she is working with Courtney on the March program, which will be a networking roundtable event, with subject matter experts. The program will be held in the afternoon of March 22nd with a networking social following.

Kathy reported that NECA was very pleased with the last joint program and are interested in scheduling another for 2nd quarter. She is meeting with them on February 15, and will discuss topics and potential dates.

**Social:** Tammy shared that the committee is reviewing a brewery vs. baseball option for the summer social. Deb is working on quotes and potential dates to present to the committee.

**Regional Conference:** Bill reported that the planning committee this year has been revised to serve as an advisory group, with a focus on content selection. The first planning call is scheduled for two weeks. One potential change to be discussed is the change to a Sunday-Monday conference vs. Thursday. Consideration will be given to venues in Chicago, Rosemont and Lake Geneva.

**Emerging Leaders:** Alex updated the board on efforts to gather data on past interns to track how many interns who come through the chapter’s program remain in construction. The committee is looking at ways to engage past interns and encourage them to serve as a referral source for future interns.

Alex also shared efforts to coordinate a joint network/roundtable program between the Past Presidents Council and members of the Emerging Leaders. Alex will solicit questions from Emerging Leaders to share with the Past Presidents in advance of the event. The Emerging Leaders are also looking into a 5k or other charitable event. Alex will have an update at the next board meeting.

**New Business:** Mary presented the officer and board nominations for 2018-2019.

**Officers:**

President – Tammy Kilty

Vice President - Bill Reidinger

Treasurer - Jason Vanden Bosch

Secretary - John Metz

**Board Directors:**

Associate Members: Michael Pohl and David Sauerman

General Members: Shawn Erickson, Jen Haub and Lori Swisher

The officers and board members will be voted on at the Annual Meeting in March.

Mary acknowledged the outgoing board members for their years of service and guidance. The outgoing members are Kathy Cole, Erik Haarstad, Kirk Liskiewitz, Brad Dalbec, Beth Swanson and Steve Glover.

The new board will be effective April 1, 2018.

Mary asked the board for approval to sponsor a hole at the Annual Conference golf outing. Kathy Cole made a motion to sponsor a hole at the outing. Alex Warner seconded the motion. Motion passed.

Kathy Cole made a motion to adjourn the meeting. Kirk Liskiewitz seconded the motion. Motion passed. The meeting adjourned at 10:50 a.m.

 **Respectfully Submitted by:**

**Deb Hypke**

**CFMA Chapter Administrator**