**CFMA Chicago Board Meeting
May 22, 2019 | 3:00 pm
Empire - Naperville**

**Minutes**

**Present:** Tammy Kilty, Alex Warner, Shawn Erickson, Mike Pohl, Mary Davolt, Tracey Fenolio, Bill Reidinger, Lori Swisher, Joel Dziedzic, John Metz, Jason Vanden Bosch, Deb Hypke. **Absent**: Jen Haub, Amy Holmes, Dave Sauerman

President Tammy Kilty called the meeting to order at 3:15 pm. A quorum was present.

The February 2019 board minutes were presented for approval. Bill made a motion to approve the minutes as presented. John seconded. Motion passed unanimously.

**Treasurer Report**

Jason distributed reports for the last fiscal year and current year to date. He reviewed last fiscal year balance sheet including AR and income that is carried over or paid in advance for the next budget cycle. (reports are attached to the minutes on file) Jason noted that the chapter spent roughly $12,000 more than received; per the board’s directive to spend money on programming, speakers, and events. Jason then shared the current AR report and noted that all but one outstanding invoice is for the current month.

Jason reviewed the 2019-2020 budget by committee and shared the previous two years expenses for comparison. Following-up to board discussion, sponsor and membership fund allocation has been updated across accounts. Other items of note: Build Chicago budgeted to break even this year due to the Morgan Stanley speaker sponsorship and increased ticket price. Rebuild Chicago is projected to spend $3,000. The event expense budget has been increased to allow for different venue options. The Golf Outing committee is hoping to increase sponsors and golfers this year. (the budget is attached to the minutes on file)

Mary motioned to approve the 2019-2020 budget as presented. Tracey seconded. Motion passed unanimously.

Tammy took a moment to officially welcomed Joel Dziedzic to the board.

**Committee Reports**

**Build Chicago** – Deb shared an attendance update, noting that the attendance was similar to 2018, despite overall registration coming in lower.

**Programming** – Tracey provided an update on the Suicide Prevention workshop. The program has been divided into two modules 1) awareness 2) action. We are focusing on the action portion for this workshop. Commitment of sponsorships in the amounts of $10,000 from BCBS and $250 from the Safety Council, will offset expenses, therefore registration is free. The workshop will be at Gibson’s on June 19.

The Alliance is now an independent not-for-profit. Shawn suggested sharing “why is CFMA talking about this?” to the promotional emails.

**Intern Program Update –** Joel shared that 8 interns/companies are participating this summer. Some interns already started, while others will begin by the end of May. Deb will include a mention of the intern program in the July newsletter with a call-out to companies searching for entry level employees.

**Social –** Deb provided an update on registration which is currently 48. The space will max out at 80. Early registration is limited to four per member company. The event is scheduled for July 18 at Lagunitas.

**Golf Outing** – Tammy shared that the committee will begin meeting the first week of June.

**MRC** – Bill shared that the call for speakers is out and the committee will begin reviewing proposal submissions in mid-June. The venue is confirmed, and registration will open soon.

**New/Old Business**The board discussed initiatives to support benchmarking goals for the coming year.

1) Membership Renewals – following-up on the 55+ non-renewals this year, the board will send emails to members who did not renew. Discussion ensued around non-member vs. member pricing for events. Different pricing for some events will be considered.

2) CCIFP membership - Shawn shared some ideas she and Jen discussed to increase the number of CCIFP members. The board will consider offering an incentive. The incentive may be in partnership with ICCIFP in the form of a discounted fee. Possible hole at the golf outing.

John reviewed other opportunities and noted the chapter’s point total dropped this year from 349 to 324, due to in part to a change in measurable criteria. Point opportunities – HQ involvement; national officer, committees. Membership renewal rate. Authors for Building Profits. Participation in national webinars. Chapter board members attending Summit this year will inquire from other chapters about CCIFP initiatives and membership renewal efforts.

Chapter website: Deb reported that Star Chapter does not provide a database only option to replace Club Express. Transferring to Star Chapter would entail a complete website overhaul. If the chapter chooses to move forward with a new website, Deb suggested Wild Apricot as a better option. Wild Apricot is less expensive and includes a mobile app option for members. Board members attending Summit will find out what other chapters are using.

Bill made a motion to adjourn at 4:42 pm.

Meeting Adjourned.

Respectfully submitted by Debbera Hypke, Chapter Administrator