**CFMA Chicago Board Meeting Minutes  
November 14, 2018 | 9:45 p.m.  
Westin Lombard**

**Present:** Tammy Kilty, Dave Sauerman, Jason Vanden Bosch, Lori Swisher, Bill Reidinger, Alex Warner, Mike Pohl, Mary Davolt, Amy Holmes, Courtney Hartnett, John Metz, Shawn Erickson, and Deb Hypke

**Absent:** Jen Haub,Tracey Fenolio

1. **Welcome:** Tammy called the meeting to order at 9:45 a.m.
2. **April Board Meeting Minutes:** Courtney made a motion to approve the July 2018 meeting minutes as presented. John seconded the motion. Motion passed.
3. **Treasurer Report:** Jason reviewed the balance sheet. The equity dollars reflect funds being carried-over for allocation. The Regional Conference does not include the facility expenses or all income. Jason reviewed the profit loss report (included on file with the board minutes). The net income includes funds from the golf outing yet to be allocated to the Intern program. Allocation of general sponsorships and other budgeted expenditures for remainder of fiscal year will reduce the net income.

The Golf Outing financial report does not include receivables of $2,900, most of which has been received. When added to the $13,110 in net income, there will be a net $16,000 for allocation to intern committee. The board discussed including an education component in the intern program. Mary make a motion to allocate $16,000 to the intern program in 2019, and include participation in the CFM Academy as part of the intern program funding. Interns will complete the program over three weeks. Bill seconded the motion. Motion passed. Tammy will reach out to HQ regarding a bulk price for the CFM academy.

1. **Committee Updates:**

Emerging Leaders: Alex shared that the committee will accept donations for toys for tots at Winter Social. Alex will try to set the chapter up as an official sponsor. Deb will coordinate table space with the Morton Arboretum.

Deb shared printing options and quotes for a calendar mousepad that would be mailed to all members. Bill made a motion to print 1,000 calendars to mail to members, prospective members, and have on hand at the January meeting. John seconded the motion. Motion passed.

Tammy shared a request she received to publicly support a state bill. Following discussion, there was consensus that CFMA Chicago Chapter will not endorse policy or political issues. Mary suggested that language be added to the bylaws. Courtney will follow-up with Tracey Fenolio on the bylaws.

Courtney provided a recap of experience at Spring Creek. She found value in the exchange of information with other chapters, and has an enhanced understanding of CFMA and what they offer.

David reported that he and Dan Cohen will attend the Rebuilding Together holiday open house on December 13. House selection will take place at that time. Dave motioned that the chapter commit to another home in 2019 through the Rebuilding Together program. Alex seconded the motion. Motion passed. National Rebuilding day is April 27, 2019.

Bill proposed the board consider options for partner agreements and/or a new registration format with one rate for all programs to member and non-members. A decision was tabled pending development of a proposed reciprocal agreement to be reviewed at a future meeting.

John provided an update on membership noting that Chicago is 17 members behind Valley of the Sun. He received the membership benchmarking criteria. Upon review he will present ideas for improvement in 2019. Jason suggested establishing a process to follow-up with non-member program attendees via email. This could be a role of the membership committee.

Tammy reviewed proposed bylaw changes and items needing clarification:

1) Quorum – shall be a majority of members present at the meeting (#6)

2) Treasurer – update to two-year term, with a max of three terms.

3) Sponsor program not included in bylaws.

4) Courtney will work with Tracey to add a section on political stances.

1. **Adjournment:** Alex made a motion to adjourn.

Meeting adjourned at 11:25 am.

**Respectfully submitted by:**

**Deb Hypke**

**Chapter Administrator**