

Pennsylvania Facility Managers Association

Board of Director Meeting Minutes

November 13, 2009

The meeting was called to order by President Jan Blosser at 10:05 a.m. on November 13, 2009 at the Pennsylvania Farm Show Building. President Blosser thanked everyone for the support she had received during her term particularly as part of the recent Conference. The minutes of the August 14, 2009 meeting were reviewed and accepted with minor corrections.

Reports

Treasurer

David Lapinski

Secretary/Treasurer Lapinski reported that most of the income and expenses of the recent Conference has been /receive/disbursed and presented an interim financial report that included a comparison to the 20008 conference. Jim Myers (PSFEI) and others noted some inconsistencies in the totals that will be corrected in the final report. The report was accepted via a motion by Jack Christensen (DOT) and seconded by Rene Stachow (Agr.).

Auditing

Rene Stachow

It was suggested that the current language concerning an audit be changed to an informal one rather than an independent one. Rene Stachow and David Lapinski will continue to work on this issue.

Education

Jack Christensen, CFM

Jack Christensen reviewed the education plan presented during the past Conference and suggested a budget to be approved during new Business.

Web Site

Robert Kleimenhagen, Jr., CFM

Robert Kleinmenhagen urged that all Board members try to develop material for the web site, especially pictures and stories about current best practices in their agencies.

By-Laws

Jan Blosser

It was noted that several revisions and changes may be needed to allow PFMA to expand its activities, while at the same maintaining its purpose and objectives. The new chair will begin to address this issue for action by the 2010 general membership meeting.

Membership

Robert Kleimenhagen, Jr., CFM

The consensus of the discussion is that membership recruitment must be a year round activity. The by-law committee should be charged with investigating what changes may

be required in our current by-laws. Specifically what are requirements for an agency to be on the Board and what are the responsibilities of agencies and directors.

Awards and Nominations Blaine Paulus

No activity at this time, it was suggested that each Board member make a special effort in keeping current as to when members of their agencies retire so recognition can be made promptly rather than waiting to the next Conference..

2009 Conference Jan Blosser

Jan Blosser led a review of some of the main points of the recent Conference responses. Most were positive about the new set up at the Farm Show and some of the other changes from the previous five years. One major complaint was the double bunking at the Gap.

Publicity Jan Blosser

Jan Blosser urged that the Board continue to expand publicity activities by PFMA and especially by each member of the Board.

New Business

Moved that the Secretary/Treasurer be directed to issue a check in the amount of \$300.00 (three-hundred) to Jesse Geiman (DOC) for his technical assistance during the 2009 Conference. Passed via motion by Jack Christensen and seconded by David Lapinski.

Moved that 2010 Education Plan be implemented as presented and authorize the Secretary/Treasurer be authorize to expend up to \$ 8,000.00 in support of the PFMA objectives. Passed via motion by Robert Kleinmenhagen and seconded by Thomas Morgan.

Remarks

Meeting was adjourned by President Jan Blosser at 12:20 p.m. Next meeting is scheduled for January at the Pennsylvania Farm Show Arena
Respectfully submitted,

David Lapinski
Secretary/Treasurer