



Oregon School Facilities Management Association
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Annual Business Meeting 2010 Annual Conference

**April 16, 2010
Albany, Oregon**

I. Opening Remarks ~ 2009-2010 OSFMA President Pierre Dehaze

- Pierre Dehaze opened the annual OSFMA business meeting at 12:03 PM.
- The conference was a success except for a couple of glitches with the microphone and hotel.
- In place of Friday's speakers the members discussed suggestions for the 25th conference in 2011.

II. Secretary/Treasurer Report

- Conference Report – 2010 vendor attendance was the same as 2009 with 128 vendor booths.
- There is a recommendation to increase the Thursday conference fee to \$50. Thursday conference member costs will be \$85.
- Proposed conference for 2011 is \$51,000.
- Discussion about whether there should be a line item for the funds received from the magazine.
- OSFMA has been very successful over the last few years in light of the economy.
- There is not a recommendation to raise the member or vendor dues.
- When all the 2011 conference fees are paid the balance will be about \$80,000.
- Suggestions from the members – increase the savings account, increase the student scholarship, vendors that have been attending over 20 years could receive a discount for booth fees.
- To increase traffic at the trade show the Thursday conference day was added for members, OSFMA advertised in the Albany Chamber newsletter, and a flyer was sent to all vendors for distribution to their customers.
- Member sponsorships are available to members that cannot afford to attend the conference.
- Tana Stewart moved to accept the proposed budget written by Jil Webber. Pierre Dehaze seconded the motion. The motion was approved.

III. Zone Reports

ZONE 1 – Melinda Shumaker reporting.

The new zone director is David Callaway from David Douglas School District. Three meetings have been planned. The zone members felt the magazine was very beneficial.

ZONE 2 – Jim Jenney reporting.

Eight people attended the zone meeting. They discussed the scholarship process, the magazine and how it helps the organization, a report about testing the Ionater meter spray system, and black lights. The new zone director is Kimberly Patten from Corvallis School District.

ZONE 3 – Jil Webber reporting.

There were 4 people attending the zone meeting. Mark Button will plan a zone meeting at Medford School District in August. The topic will be a Construction Excise Tax.

ZONE 4/5 – Mike Tiller reporting.

Eight people attended the zone meeting. They really appreciated the magazine and the articles. There will be several zone meetings. Topics will include Polished Concrete Floors, Bio Mass Boilers, Speaker- possibly James Roddey presenting the Earthquake Information.

IV. Recognition of Out-Going Officers

- Pierre Dehaze recognized and thanked Laura Nichols, Melinda Shumaker, Jil Webber, and Eric Shawn. Pierre presented plaques to:
 - Jill Webber Secretary Treasurer
 - Joe Gamble Zone 1 Director
 - Jim Jenney Zone 2 Director

V. Election Committee Results

- Jill Webber was elected Sectary Treasurer for 2010-2012.
- There were 3 nominations for Vice President – Kimberly Patten, David McKay, and Joe Gamble. It was a very close election. Joe Gamble from Estacada School District was elected Vice President.

VI. Conference Committee

- As of 4/16/10
 - Total Members 140
 - 17 members not signed up for conference
 - 47 new members
 - 122 conference attendees, (22 Thursday, 100 for 3 day conference)
 - Vendors – 119 vendor members
 - Booths – 128
 - 27 new vendors
 - 5 vendors not signed up for the conference.
- We need to recruit membership and get former members back into the organization.
- Send suggestions and theme ideas for the 25th conference to Eric Shawn.
- Members need to volunteer and participate on the conference committee.

VII. Committee Selection

- An e-mail will be sent to the membership asking for participation on committees.
 - Conference Committee – Contact Eric Shawn.
 - Professional Growth Committee – Tim Kaufman is the chair.
 - Membership Committee – Joe Gamble is the chair.

VIII. Passing of the Gavel

- Pierre has had a great year as the OSFMA President.
- Pierre passed the OSFMA gavel to Melinda Shumaker.
- Melinda looks forward to a great year as President. There is a lot of support from the Board. Melinda's goals for 2011: 1) form a committee to address the issue so school employees can attend more OSFMA meetings; 2) focus on the 25th conference; and 3) recruiting membership into the organization.
- Melinda presented Pierre with the Past President's plaque and thanked Pierre for his service.

IX. Announcements

- Post Conference Committee Meeting
- Board Meeting

X. Adjournment

Meeting adjourned at 12:28 PM.

Respectfully Submitted

A handwritten signature in black ink that reads "Laura Nichols". The signature is written in a cursive, flowing style with a long, sweeping tail on the "s".

Laura Nichols
Executive Assistant