

BOMA BOARD MEETING MINUTES
Wednesday-April 7, 2010

PRESENT: Betty Swann, Steve Brannum, Gabrielle Keel, Bernie Scott, Chris McDuff, Alicia Teed, Stuart Garrett, Coffee Colvin, Judy Underhill, Stan Richardson, Tom Green, Dick Quinn, Reggie Clark.

OPENING: Kathy opened the meeting promptly at 12 noon. Minutes from the March 3, 2010 were presented for approval and approved by the Board. At this time Kathy announced that Rutledge Beacham with Carter had passed away. The Board approved flowers to be sent from BOMA Birmingham with a \$100 cap on the expense. Chris, Betty, Kathy and Ronnie plan on attending his funeral service.

OLD BUSINESS: It was mentioned that the March 2nd Firehouse Shelter lunch was a success and that maybe those that worked the shelter on BOMA's behalf be sent a thank you note from Kathy. Kathy agreed to get the list each time from Alicia and she will send a note to each volunteer. Regarding the March regular monthly meeting, it was felt by all that Sweet Bones was not the ideal meeting place. Being that it was a joint meeting with ASHRAE the turnout was more than expected and that Sweet Bones was not prepared. It was also mentioned that we had not received a check from ASHRAE for their portion of lunch. Kathy was to follow up with a phone call.

NEW BUSINESS:

- Reggie passed out the survey that was posted last month. Results were overall positive. Some members felt that because they belonged to the group that special consideration to do business with BOMA members was not always given by the Principal members. Reggie commented that he felt the organization does not guarantee him or any Allied member anything. He felt that relationships have to be built over the years. Kathy felt that maybe we could do a better job introducing new members. Stan commented that maybe there should be more leadership from the Board in welcoming new members and taking them by the hand, introducing them to an existing member, getting a conversation going and then move on to another new member introduction. Kathy mentioned that in her welcoming letter to the new members that they are invited to come early and get with Stan or Ronnie for introductions. Kathy mentioned that each of us on the Board are 'Ambassadors' to the group and we should get involved in welcoming new members. Kathy reiterated that we continue to work on Board members spreading out and that we have at least one Board member at each table. All agreed. Gabrielle mentioned and agreed to be the Board member that welcomes each new member every month. Everyone agreed that the survey was very informative and we should follow up with additional surveys in the future.
- Energy Conservation Code update-Chris mentioned that Rusty Bryant with Star had possibly found some holes in the code that get around some aspect of the new code. Additional information will

- follow as information is gathered. It was mentioned that the City of Hoover is working with owners on what makes sense vs. what does not with the new code.
- No additional news from the nominations on Betty and Chris for Southern Region positions. Chris is nominated for a Board position and Betty for Nominating Committee. At this time it was encouraged that for those that could attend to please do so since it is so close in Nashville.
 - Baron's night-June 4th-Allied Barton has confirmed as sponsor.
 - Regions Charity Classic-to date eight people have volunteered. BOMA will marshal the 15th hole. There will be a volunteer luncheon at some point prior to the tournament. In order for BOMA to reimburse volunteers they have to work three sessions. Stuart will notify Ronnie on the members that qualify for reimbursement. There are two sessions on Wednesday and Thursday, one on Friday, Saturday and Sunday. The fact that we are on hole 15 means that we have to be there around 10:00 AM.
 - Fishing Tournament April 23rd. Kathy encouraged everyone to send some of their engineers and that Colonial was sending two people. Looking for 20 to 30 people to sign up.

OFFICER/COMMITTEE REPORTS

LEGISLATIVE:

No report.

PROGRAMS:

Chris is working to move Brenda Ladun from May to April since the 'Green Roundtable' meeting was cancelled. April's meeting will be the 14th at Cahaba Grand Conference Center. Once Brenda is confirmed for April, Chris will work on speaker for May. Reggie mentioned that the 'window film' people will be happy to speak whenever they are needed and the presentation would be a 'Non-sales' presentation.

SECRETARY:

No report.

CONSTITUTION/
BY-LAWS:

No report.

TREASURER:

Kathy distributed Ronnie's information including an updated roster, checking account information, check register, aged accounts receivables, outstanding checks, and monthly detail transaction register. Outstanding dues list and monthly attendance was also distributed.
Checking account balance is \$81,126.98 plus \$20,300 CD.
Ronnie is to invoice ASHRAE for their part of March monthly meeting.

ALLIED

REPRESENTATIVES: No report

PAST PRESIDENT/
NOMINATING:

No report.

MEMBER-AT-

LARGE: No report.

GREEN
COMMITTEE:

No Report

Kathy mentioned that Luanne had taken a new job but would like to stay involved. While it is not sure how this would work out, Kathy asked that since Judy was very involved in the 'green' world would she like to co-chair this committee with Luanne. Of course she agreed. Judy mentioned that Ron White with USGBC would be happy to speak if necessary.

BOMI EDUCATION/
SEMINARS:

Dick mentioned that he had spoken to a lady with BOMI and she mentioned that several new courses will be offered in the near future. Ronnie will pick up her package at the Southern Conference in Nashville. He also mentioned that she would be happy to come and give a presentation if necessary. This needs to be scheduled when she is in the area to hold down travel cost.

PUBLIC RELATIONS: No report on PR. Chris brought up that it had been 2005 since his and Ronnie's lap tops were purchased. It is time to purchase a newer version and felt that it would be best to purchase a Mac for web site design. Mac for Chris would cost just under \$2000 and Ronnie's would be approximately \$1700. Chris mentioned that the web site brings in \$2000 and cost less than \$200 per year to operate. A motion was made and approved by the Board to purchase the two laptops. A motion was also made and approved for Chris and Ronnie to be gifted the existing laptops.

MEMBERSHIP:

No new members were brought before the Board for approval. Several members were discussed for possible membership. Andrea Jones, EGS; Cindy Ritchie, EGS; Donna Cox, Southpace; Stephanie Walker, Corp Realty; Ann Davies, CoStar; Joey, Infinity.

TOBY/MEMBER
AWARDS:

Judy is to get with Reggie and discuss the possibility of using Survey Monkey to get information out to everyone regarding TOBY.

SOCIAL:

Fishing Tournament-April 23rd. Fee \$25.
Wine Social possibly in May. Alicia also mentioned that she attended a charity event recently at Avon Theatre and what a wonderful venue this is.

GOLF:

Fall tournament, October 27th.
Stuart encouraged everyone that could work the Regions Classic to please do so. Great opportunity for BOMA Board exposure.

AUDIT:

No report

BUILDING CODES: Judge Clemon is now with the City of Birmingham. In separate meeting with Coffee and John Lauriello, Southpace, Judge Clemon has asked them both to serve as resource persons for him regarding codes. They both agreed to serve.
Coffee also mentioned that he had received an email from the City of Birmingham adopting codes regarding 'greening'. No one else at today's meeting had received the email. Coffee also mentioned that last Tuesday afternoon he received an email regarding new codes on planning and architectural requirements. Chris mentioned that the same email was distributed to membership prior to the meeting. Coffee felt that it would be nice if the City would notify the professional organizations so they could pass the information to their members. Coffee of course will work on making this happen.

WEBSITE MEETING NOTICES: No report

CIVIC EVENTS / CHARITABLE CONTRIBUTIONS Habitat scheduled for May 21. Otis will host lunch for this event. Kathy encouraged the Board to get involved with these events.
Kathy mentioned that Carmen with Simplex had asked to sponsor a meeting. Kathy mentioned to her that she could do box lunches at golfing event, Habitat, or an After Hour Social event.

EMERGENCY PREPAREDNESS TASK FORCE: No report

ATTENDANCE: Stan asked that everyone get involved with the Fishing Tournament. One way to get help out is by sending their Building Engineers. They could be back to the office if necessary that afternoon. Matt with Secure America had offered his help and support if needed.
Stan also encouraged the Board to come to the monthly meeting early and be proactive in meeting and greeting.

CLOSING: Meeting closed at 12:55 PM. Next Board meeting-May 5th.

Attest:


Kathy Huekabay, President


Steve Brannum, Secretary