



**Board Meeting Agenda**

**Date:** February 7<sup>th</sup>, 2017

**Time:** 5:30-7:00 PM

**Where:** ABM San Diego / 3585 Corporate Court

**Attendees:**

x	Ray Trent	O		Wayne Harris	E		Steve Denny	A		Mike Broyles	A
	Thor Emblem	O		Jeffery Feist	E		Michael Cancel	A	x	Mark Scott	A
x	Jack Bennings	O	x	Bob Jones	E		Michael Curl	A	x	Sabrina Hansen	A
x	Mike McNamara	O		Jessica Kalloch	A	x	Brian Bloker	A		Anita Bertain	A
x	Wes Dymek	E		Brooke Laskowsky	A		Nicole Nicoletti	A	x	Melanie Bamba	
	Ernie Matteotti	E	x	Barry Garson	A		Christy Gramann	A		Luis Alvarez	

- **Community Outreach:** JK/EM

  - 6 Open spots for the Feed America
  - **Community outreach committee out**
- **Education Update:** RJ

  - SDG&E programs and services 1/17/17 at Innovation Center. (16 people to date)
  - **21 people in attendance**
  - Fire pump certification – waiting for Arnold Hy to provide test date.
  - **Passed off to his boss to get answer**
  - BOC Level 1 start October 3<sup>rd</sup>.
  - BOC Level II starts March 9th. We need updated attendee list.
  - **10 scholarships available approximately 5 available**
  - **Next training session in March/April – Budgeting Skills wayne harris and chris kapinski**
  - **May/june energy savings calculation class for capital improvements Jason w/Argo**
  - **Other topics water treatment, title 24 compliance, central plant optimization , roofing systems and 5 year fire marshal inspections and expectations.**
- **Treasurer Report:** JB

  - Financial outlook: sponsor comparison? Trade member sign ups?
  - **January net revenue = \$10,159.08 after a gross profit = \$19220.00**
  - **January 31st 89,564.48 current is \$95k net**
- **Web Update:** MB

  - Doug is waiting for BOMA log in to review auto renewal process?
  - **Quick books is the way to go for the auto renewal process**
  - **We need to have required fields when filling out renewal forms**
  - Annual event and community outreach are posted.
  - We need to have education trainings posted.
  - All 2016/2017 photos are in the gallery.
- **Special Events:** TE/BB/CG

  - Annual Meeting/Tradeshow Update
  - **Invites are sent out, waiting to hear from sponsors, 30 allies for booths**
  - **Fully filled out card gets you into grand prize raffle**
  - **4-5 trade show time only gaming from 5-7 and collect chips**
  - **Raffle ticket coordination: pre rip tickets, what are tickets worth, monarch,**
  - **Grand Prizes Drone and Vacation Package at Sheraton**



- EOY finalists to receive headsets
- Stage volunteers, MB, CG, BB, BG, RT, RJ
- Friday April 7<sup>th</sup> @ 7:00 pm for Gulls vs Ontario \$2 beer night – Box w/catering
- Excellent turnout for Allied Member Breakfast (best to date)
- **Partner Sponsors:** WD/JB
  - Sponsor update
  - If you don't pay by feb 13<sup>th</sup>/14<sup>th</sup> you don't make the physical banners excludes digital signage
- **Membership:** NN/MS
  - updated 2017 flyer for sponsor members (silver, gold, platinum) was distributed
  - Nicole showed Mark the back door to the website, members need to have better access to signing up online.
  - Write up new membership level for “training package” category and cost. After approval of outline and costs for training package, we will need to add to website and potentially make modification to by-laws.
  - New campaign..... sponsors to sponsor engineer or 2 or 3 for memberships???
- **Secretary Update:** MM
  - Spoke with MM regarding note taking. We need someone. Any takers? Anita Bertain
  - Looking for dedicated trade volunteers, officially from Sabrina as posting
- **Communications Committee:**
  - Update
  - Get on facebook linkedin and like
  - Whoever likes the SDBEA page on facebook and LinkedIn get into a drawing to win
  - Likes them and gets free raffle ticketSH  
RT
- **New Business:**
  - EOY ballots sent out, requested return by 2/9/17.... Who has responded?
  - New storage unit at Price Self Storage in Murphy Canyon. Please bring in SDBEA stuff.
  - Need vote on Allied and Executive Members 13<sup>th</sup>/14<sup>th</sup>.
  - 4:00 pm – 5:30 pm for future continued.

**Board Notes:**

Vote out for Melanie to for Advisory

Marketing plan to boost trade membership, bring members, raffle, brainstorm, incentivized

Meeting adjourned at 7:15 pm