



Highlights from the IFMA Board of Directors January 18, 2017 meeting held at RICS Headquarters in London, England

The following provides an overview of the board activities and topics discussed at our board meeting hosted by RICS at their headquarters in London. Please feel free to contact me for further discussion at tony.keane@ifma.org or my cell +1 713-591-2768.

LEADERSHIP

Research Institute Board Update

A Texas nonprofit 501(c)(3) corporation --The FM Research and Benchmarking Institute (RBI) was formed to promote IFMA and the IFMA Foundation's objectives of conducting research in the field of facility management for practitioners, scholars, academics, and management. The CEO and President of IFMA and the Executive Director of the IFMA Foundation shall be permanent members of the Board.

Current officers:

1. Board Chair – James P. Whittaker, P.E., CFM, CEFM, FRICS (most recent IFMA past chair)
2. Vice Chair – Michael D. Feldman, FMP, CM (immediate past chair of IFMA)
3. President and CEO IFMA – Tony Keane, CAE
4. Secretary – Linda Pate
5. Executive Director IFMA Foundation – Jeffrey Tafel, CAE

The remainder of the board is being populated. The Founder's Circle recognizes RBI's initial partners and plays a key role in establishing a solid foundation for RBI while ensuring its growth and success. A total commitment of \$250K, \$50K per year for five-years will fund research and information projects for the benefit of the industry, our communities and our world. This initiative will require the addition of a salaried position to work the funding side of things. JLL is the first partner in the Founder's Circle, IFMA is the second partner and Brookfield Global Integrated Solutions may be the third partner.

Regional Boards Update

Asia Pacific Regional Board

Second Vice Chair Graham Tier, CFM, FMP, MRICS is the Global Board Liaison. A joint meeting was held with IFMA and RICS in Shanghai on October 20, 2016 including a cross section of members and management. It was clear from that meeting the differences between the RICS and IFMA regional board objectives. Hong Kong Jockey Club hosted a FM regional round table in December 2016 with 20 leaders for IFMA and RICS to discuss trends in the region. The first formal regional board meeting is scheduled for first quarter 2017 with the following members.

- Robert Hutton
- Dave Hallam
- Jon Seller
- Samson Lee
- Keith Monteiro
- Tony Khoo
- Graham Tier – Global Board liaison
- Tommy Chan – Administration support

Americas Regional Board

First Vice Chair Bill O'Neill, CFM is the Americas Global Board Liaison. The first formal regional board meeting is scheduled for the end of January 2017 with the following members.

- Pete Winters, IFMA Fellow CFM – Chair
- Gerry Guidice – Vice Chair
- Jose Belfort, MBA
- Alex Willman
- Marc S. Liciardello, IFMA Fellow, MBA CFM, CM
- Carson Green
- Bill O'Neill, CFM – Global Board Liaison

Europe/Middle East/Africa (EMA) Regional Board

Board member Peter Ankerstjerne, MBA, COP, FRICS, IFMA Fellow is the EMA Global Board Liaison. The first regional board meeting was held January 16, 2017. Regional Board Members:

- Ondrej Strup, Czech (candidate for Chair)
- Ricco Groeneveld, Benelux
- Erik Ahrsjö, Sweden
- Jos Duchamps, Belgium
- Dr. Marie Paybaroud, France
- Alfred Waschl, Austria (candidate for Vice Chair)
- Erik Jaspers, Netherlands (candidate for Vice Chair)
- Helena Ohlsson Skjeld, Sweden
- Peter Ankerstjerne, Denmark
- Robert Risse, Switzerland
- Paul Carder, United Kingdom

Structural recommendations: *Act Globally – Think Locally!*

- Represent the entire continent of Europe in the short term and then include the Middle East and Africa in the board
- Advise IFMA Board to establish a stronger and clearer profile in Europe
- Advise IFMA staff on how to better support the local European IFMA chapters, councils, communities, the Regional Advisory Board and regional partners and affiliates
- Establish a regional awards and recognitions programme focused on Europe
- Involve the advisory board in terms of regional marketing and communication efforts

STRATEGIC

Board Member Term Extensions

In accordance with IFMA's Bylaws, Directors serve a two-year initial term of office and at the Chairs discretion may serve an additional one-year term, resulting in a maximum of three years of service. On an exception basis, Directors may be appointed for a term of less than two years. The board approved extending the Directors term of office to a three-year fixed term effective immediately. Board member end of term dates for the current board will now be:

June 30, 2017

- Lynn Baez, CFM, SFP, FMP (this is her third term)

June 30, 2018

- Diane Coles-Levine, MCR
- Wayne Harvey, CFM, SFP, LEED AP

June 30, 2019

- Peter Ankerstjerne, FRICS, COP
- Keith Dias, PE, CFM
- Laurie A. Gilmer, PE, CFM, SFP, FMP, LEED
- Gordon Hicks
- Louise Panneton
- Darrell Smith

Within the Bylaws, Officers can serve a consecutive term in the same office if nominated. The 2017-2018 Nominating Committee is considering extending the terms of each officer for an additional year.

define.fm Campaign Update

The collaboration task force was launched and a portal was configured for ambassadors to interact with one another, share feedback, have access to documents, and comment on new assets. Virtual town halls are taking place along with change management. Events toolkit was developed so local, international, chapter specific organizations etc. have access to the approved define.fm collateral, ad templates, and event options so define.fm can continue to reach our markets through FM related events.

Path Forward



define.fm

Metrics as of January 4, 2017

Registrations	RICS: 35 IFMA: 39 Join the Community: 157			
Website Traffic	Pageviews: 3,283			
Clicks to Website	Sessions: 2,012			
Social Media	Facebook Reached 805 Engagements: 89 Page Likes: 7	Twitter Following: 228 Followers: 52 Liked Tweets: 4 Retweets: 2	Instagram Following: 78 Followers: 34 Likes: 43	LinkedIn Following: 6 Impressions: 600 Clicks: Interactions: 2

IFMA-RICS Collaboration Update

Monthly workstream updates are shared with board members. Work streams include:

- Leaders Forum
- Communications
- Finance
- Events
- Training
- Credentials
- ADP
- Research

Please contact John Perry (john.perry@ifma.org) with any questions.

FINANCE

FY 2016-2017 Budget Revisions

In July 2016, addendum items (\$500k Operating Expense and \$500k CapEx) were introduced and approved at the board meeting. Along with subsequent events and a shortfall from World Workplace San Diego, it was determined to revise the budget. The board ratified the budget revisions. See below for a budget comparison.

Category	Revised Budget	Original Budget	Difference (revised - updated)
Revenue	15,840,878	16,150,465	(309,587)
Total Expenses	16,357,476	16,150,465	207,011
Addendum	-	500,000	(500,000)
Net Income	(516,597)	(500,000)	(16,598)
D&A	775,971	648,878	127,093
EBITDA (~Operations CF)	259,373	148,878	110,495
CapEx	(1,073,000)	(1,010,000)	(63,000)
Cash Flow Impact (including CapEx)	(813,627)	(861,122)	47,495

2016-2017 Financial Update

**Statement of Activities
For the Five Months Ended November 30, 2016**

	YTD	
	<u>Actual</u>	<u>Budget</u>
Operating Revenue	8,571,066	9,005,673
Operating Expenses	6,861,356	7,320,797
Net Operating Gain/(Loss)	<u>1,709,710</u>	<u>1,684,876</u>