

BOMA Southwest Region Board of Directors

April 2015 Annual Meeting

Friday · April 10, 2015 · 7:45 am

Hyatt Regency, Tulsa, OK

Meeting Agenda

Discuss/Info/Vote

I. Call to Order	Jennifer Lester, President	I
II. Roll Call	Dan Yates, Secretary/Treasurer	I
III. Approval of Minutes	Dan Yates, Secretary/Treasurer	V
IV. Financial Report	Dan Yates, Secretary/Treasurer	V
V. 2016 BOMA Southwest Regional Conference	Jennifer Lester, Anne Laidlaw BOMA Greater Little Rock	I
VI. BOMA International Report	Shane Baggett, BOMA International	I
VII. BOMA Intl Nominating Committee	Greg Grainger, BOMA Dallas	I
VIII. Old Business		
• Recognize Scholarship Sponsor	Melissa Graham, Vice President	I
• 2015 Scholarship Recipients	Melissa Graham, Vice President	I
IX. New Business		
• Request Volunteers for Audit Committee	Dan Yates, Secretary/Treasurer	I
• Vote 2015/16 Slate of Officers	Tomi Sue Beecham, Immediate Past President	V
X. Call from Floor to Adjourn	Jennifer Lester, President	V
XI. Adjourn	Jennifer Lester, President	V

New Southwest Region Contact Information:

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BOMA Southwest Region Board of Directors Meeting
Sunday, January 18, 2015
BOMA Winter Business Meeting
Scottsdale, AZ

Call to Order

BOMA Southwest Region President Jennifer Lester called the meeting to order at 12:15 pm.

Delegates from the following local organizations were present: Albuquerque, Austin, Dallas, Greater Little Rock, Fort Worth, Houston, Oklahoma City, Northwest Arkansas, San Antonio, Corpus Christi and Shreveport. Delegates from New Orleans were unable to attend.

President Lester determined that a quorum was present.

Minutes

Vice President Melissa Graham presented the minutes from the previous meeting held June 22, in Orlando, Florida. There were no changes or corrections to the minutes.

Motion Little Rock, Second New Mexico

To approve the June 22 meeting minutes as presented.

Motion Carried Unanimously

Financial Statements

Secretary Treasurer Dan Yates presented the financial report. The following points were made:

- The Profit & Loss Statement shows a negative net income of \$4,476.82
- The P&L also shows a \$3,000 contribution for the Ferrell Hays Scholarship from Cousins Properties
- The Balance Sheet shows \$20,136.08

There was no further discussion.

Yates presented the proposed 2015/16 operating budget with the following notes:

- BOMA Southwest Region will once again have a dues holiday in 2015
- Expenses are for Southwest Regional Conference seed money and the Ferrell Hayes Scholarship
- Additional expenses are minimal
- The budget presented shows a \$1,375 deficit

Motion Little Rock, Second Tulsa

To approve the financial statements as presented.

Motion Carried Unanimously

BOMA International Reports

BOMA International Executive Committee member Shane Baggett presented the report for BOMA International.

- BOMA membership grew in 2014, with five of seven regions experiencing growth.

- The BOMA 360 Program has recognized 845 buildings and awarded over 1,000 designations to date, including one in Japan, one in Colombia, and several in Canada.
- The beta test for the Industrial EER was a success. This new product will launch in 2015.
- A new training workshop on the BOMA Industrial Floor Measurement standard will be available in March, and other industrial education is planned in conjunction with interested BOMA locals.
- A grant from Yardi is supporting several energy efficiency initiatives, including a revision to BOMA's popular BOMA Energy Efficiency Program, or BEEP; an update to the green lease, a building retuning project; and an update to our building energy performance contract model.
- BOMA's advocacy team scored a victory at the end of the year with a one-year retroactive extension of the 15-year depreciation period for tenant improvements, as well as the 179 tax credits. Congress has also passed a six-year extension of the federal terrorism risk insurance backstop program.
- BOMA's codes team proactively protected CRE's interests throughout the 3-year development cycle of the 2015 1-Codes, saving the industry over \$7.00 per square foot.
- The 2014 Economic Impact Study is now available.
- In 2014, the IDF provided \$248,000 in funding to fight advocacy challenges across the country.
- The 2015 Medical Office Building Conference will be held April 29 thru May 1 in Cleveland.

Greg Grainger presented the BOMA International Nominating Committee Report. He noted:

- BOMA International is continuously seeking Executive Committee candidates with diversity in terms of background, gender and geography.
- Important traits for BOMA International Executive Committee candidates are a willingness and capacity to serve.
- Four Executive Committee positions are expiring with four candidates seeking a second term.
- There are four new candidates interviewing for the Executive Committee positions.
- From the Southwest Region, both Lisa Hensley and Shane Baggett are interviewing for open positions.

Old Business

President Jennifer Lester provided the future conference host city rotation:

- 2015 Tulsa
- 2016 Little Rock, *Expect the Unexpected*
- 2017 Dallas
- 2018 Corpus Christi
- 2019 Northwest Arkansas

John Onkst with BOMA Tulsa provided an update on planning for the 2015 Conference, *Living on Tulsa Time*.

Melissa Graham reminded the group of the following TOBY Deadlines:

- February 16 – Regional TOBY Judge Contact Information Due
- February 27 – Pictures of TOBY Regional Entries Due
- March 6 – TOBY Regional Entries Due
- March 10 – TOBY Regional Judges Conference Call
- March 12 – Regional Judging Begins

New Business

President Lester notified the group that Lynn Forrester had accepted another position. BOMA Dallas has offered to handle the management duties. Teresa Foster, BOMA Dallas executive director, was asked to leave the room during this discussion.

Motion Little Rock, Second San Antonio

Teresa Foster and the BOMA Dallas staff will handle management duties for BOMA Southwest Region.

Motion Carried Unanimously

Brett Williams presented the Nominating Committee report on behalf of Tomi Beecham. Williams announced that the Nominating Committee has received candidates for the 2015/16 Secretary Treasurer. Nominees are:

- Jennifer Lester, Greater Little Rock – Nominating Chair and Immediate Past President
- Melissa Graham, Ft worth – President
- Dan Yates, Dallas – Vice President
- Joseph Hebert, Houston – Secretary Treasurer

An official vote for these positions will be taken at the April 2015 business meeting.

Adjourn

President Lester called for a motion to adjourn the meeting.

Motion Dallas, Second Austin

To approve adjourn the meeting.

Motion Carried Unanimously

The meeting was adjourned at 1 pm.

Respectfully submitted,

Teresa Foster, CAE
BOMA Southwest Region

BOMA Southwest Region
Balance Sheet
As of March 31, 2015

ASSETS	
Current Assets	
Checking/Savings	\$ 20,011.81
Total Checking/Savings	<u>\$ 20,011.81</u>
 Total Current Assets	 <u><u>\$ 20,011.81</u></u>
 TOTAL ASSETS	
 LIABILITIES AND EQUITY	
Current year profit/loss	\$ (124.27)
 Equity	
Unrestricted Net Assets	\$ 20,136.08
Total Equity	<u>\$ 20,136.08</u>
 TOTAL LIABILITES AND EQUITY	 <u><u>\$ 20,011.81</u></u>

BOMA Southwest Region
January through March 2015

Ordinary Income

2015 Dues	\$ -
SW Conference Seed Money	<u>\$ -</u>
 Total Income	 \$ -

Expenses

Office Expenses	\$ 24.27
Website Hosting/Maintenance	\$ 100.00
Awards/Gifts	
SW Conference Seed Money	
Ferrell Hays Scholarship	<u> </u>
 Total Expenses	 <u>\$ 124.27</u>
 Net Income	 <u><u>\$ (124.27)</u></u>

Conflict of Interest Policy

**ANNUAL CONFLICT OF INTEREST STATEMENT FOR MEMBERS OF THE BOARD OF DIRECTORS OF
BUILDING OWNERS AND MANAGERS ASSOCIATION SOUTHWEST REGION**

I, _____, the undersigned, being a member of the Board of Directors of Building Owners and Managers Association Southwest Region, hereby state that to the best of my knowledge except as noted below:

1. To the best of my knowledge, I am not an officer, director, employee, partner, proprietor, or owner of 10% or more of the stock of any entity that transacts business with Building Owners and Managers Association Southwest Region;
2. I, as an individual, do not transact any business, directly or indirectly with Building Owners and Managers Association Southwest Region;
3. No member of my family is in the employee of Building Owners and Managers Association Southwest Region or would come within the meaning of No. 1 or No. 2 above.

List below any exceptions to the above statements:

I agree that if any situation arises of which I am aware that in any way contradicts the foregoing statement, I will promptly notify the President of Building Owners and Managers Association Southwest Region of any conflict, real or potential, and make full disclosure thereof. I agree to answer any questions the Executive Committee of the Board of Directors may have with respect to any actual or potential conflict of interest, but I understand that all such information will be held in confidence by the members of the Executive Committee unless the best interests of Building Owners and Managers Association Southwest Region dictate otherwise and a majority of the members of the Board of Directors vote in favor of full disclosure.

Date: _____ Signature: _____