

FLORIDA FACILITIES MANAGERS ASSOCIATION
Board of Directors Conference Call

DATE: Friday, February 23, 2007 / TIME: 11:00am
DIAL IN: (866) 365-4406; followed by access code 392-5504 #

Participants: Lionel Dubay, Rick Hamilton, Mickey Farrell, Dave Anderson,
Roger Englert, Allen Johnson, CFE, CPM, Mike LaPan, CFE,
Ron Spencer, Judy Joseph and Wayne Malaney, Esq.

A-G-E-N-D-A

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| 1) Approve January 17, 2007 Minutes of Conference Call
(Exhibit "A") | Lionel J. Dubay, President |
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| 2) Status of Tax Filing Options | Mickey Farrell, Secretary/Treasurer |
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| 3) Status of a Compilation or Review | Mickey Farrell |
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| 4) Status of Board/Staff Liability Insurance | Lionel Dubay |
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| 5) Annual Sponsorships | Mickey Farrell |
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| 6) Annual Meeting Program | Rick Hamilton, Vice President |
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| 7) Scholarship Program | Rick Hamilton |
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| 8) Legislative Report | Wayne Malaney, Esq.,
Lobbyist/General Counsel |
| a. Florida Cover Your Event (CYE) Insurance for
Meetings | |
| b. Legislative Update | |

FLORIDA FACILITY MANAGERS ASSOCIATION
BOARD OF DIRECTORS CONFERENCE CALL
Friday, February 23, 2007

Participants: Lionel Dubay, Mickey Farrell, Dave Anderson, Judy Joseph, Wayne Malaney, P.A.

Absent: Rick Hamilton, Mike LaPan CFE, Roger Englert, Ron Spencer, Allen Johnson CFE/CMP and Cherie Worley.

President Lionel Dubay opened the conference call at 11:05AM.

M-I-N-U-T-E-S

1) January 17, 2007 Minutes of Conference Call (Exhibit "A") Lionel Dubay, President

- Mickey Farrell moved for acceptance, seconded by Judy Joseph
- Minutes were approved.

2) Status of Tax Filing Options Mickey Farrell, Secretary/Treasurer

- Mickey indicated that Helen Gyllstrom, CPA has met with our Executive Director Cherie Worley this past weekend and has received the information she needs to move forward to file our past years tax returns. He noted we owe approximately \$2,800, which breaks down to \$2,250 for the IRS and \$550 to the State. We can expect Helen to have both returns filed before the March 15th deadline. This expenditure was not factored in the 2006-2007 budget. Mickey indicated Cherie needed to move forward and send in our non-profit registration form to the State. Lionel noted that Cherie has already mailed the form to the State.

3) Status of a compilation or Review Mickey Farrell

- Mickey reported that Helen Gyllstrom, CPA will conduct a review of our 2005-2006 financials during the same time she does our IRS and State Tax Returns.

4) Status of Board/Staff Liability Insurance Lionel Dubay

- Lionel reported that we are waiting until Helen Gyllstrom, CPA completes our 2005 –2006 tax returns to do the application to receive an actual quote from the local insurance provider for they require some of the information from the returns. We will move forward in seeking a quote once Helen has completed our tax returns.

5) Annual Sponsorships

Mickey Farrell

Mickey indicated we have enough commitments to cover the Annual Meeting Sponsored Events portion of our budget but still need commitments from the rest of the sponsors from last year who have not committed yet (Ovations Food Services, Miami Stagecraft, Robbins Flooring, Milliken Carpets, Zeidler Partnership, Centerplate) plus one additional sponsor to meet the sponsorship budget.

Mickey will get with Cherie to obtain a more up to date list of the sponsors and he will have her distribute a copy to the full board. Dave Anderson volunteered to contact Centerplate to see if they will return as a sponsor and whether Centerplate and Stageright would co-sponsor the golf tournament.

Mickey will follow up with Ovations Food Services and Oui Vend for a \$500 donation. He will also check with Labor Ready and Hussey Seating to see if one of them would come in as a new sponsor. Judy Joseph will follow up with Miami Stagecraft and with Clancey Rigging as a possible new sponsor. Lionel will follow up with Horner Flooring and he will have Cherie contact Zeidler Partnership, Milliken Carpets and Robbins Sport Surfaces.

Mickey and Lionel reviewed the sponsorship commitments thus far with checks received from Aramark \$2,000, Boston Culinary Group \$1,500, Ocean State Event Services \$1,500 and CleanEvent \$2,000.

Because of the past loyalty of our sponsors, the consensus of the group was to give our past sponsors a little grace period beyond the February 28 deadline for the early bird \$1,500 sponsor fee before assessing the \$1,800 fee since this was the first year of the new program. Lionel said considering our current commitments we are in a much better position than previous years with the new program and timelines.

6) Annual Meeting Program

Lionel Dubay

- Lionel reported that Rick Hamilton and his committee are working diligently on the annual meeting program. Judy Joseph volunteered to spear head the panelists for the agents and promoters panel. We will have Rick give an overview of the program during our next conference call and in the interim will have Rick forward to the full board a draft copy of the program to this date. Mickey asked where the opening reception was being held. Lionel responded that Jon Stoll with Fantasma Productions has offered to host the reception at his new theatre. Originally we were going to the Kravis Center. Since Lee Bell graciously offered to host the Presenters lunch again Cherie spoke with Lee about moving the reception to Jon Stoll's place this year and go to the Kravis Center next year. Lee was agreeable to the change and has been a great supporter of

FFMA.

7) Scholarship Program

Lionel Dubay

- Lionel reported our Scholarship Committee chair, Mark Striffler, has updated the FFMA website with Eric as to scholarship deadlines of April 1. He has sent a mass e-mail notice to our academic and member listing of the scholarship availabilities and he has forwarded an announcement for the next newsletter.

8) Legislative Report

Wayne Malaney PA

- Florida Cover Your Event (CYE) Insurance for meetings – Wayne noted that the Visit Florida Initiative is moving forward and no action is necessary on our part.

Legislative Update – Wayne thinks we may have a sponsor of our three initiatives within the Senate but has yet to find a sponsor in the House. We have until March 6 to file the bill. If we do not make that deadline we may be able to attach our initiatives to other bills within the House. The challenge we face this year is that the State is expected to receive less tax revenues than originally hoped and the Governor is proposing a lower budget than last year.

Sellers of Travel are moving an initiative to remove the statutory authorization to cap the number of tickets a facility can impose when selling tickets to an event. He plans to take action against the initiative. But, he notes that a change in the legislation will not impact the building's ability to impose a limit if it wants to set a limit.

New Business:

Newsletter

Mickey Farrell

Mickey noted efforts are being made to publish the next newsletter by mid March. He inquired if we should just list those sponsors within the newsletter who have committed as of the newsletter deadline. The consensus was just to list sponsors who have committed by the deadline.

Changing Fiscal Year Dates

Mickey said there is no issue or need to change our fiscal year. Unless someone else wants to pursue this for discussion we will leave our fiscal year as it stands.

President Dubay said he would try to schedule the next conference call in March.

As there was no additional new business President Dubay thanked participants for their time and concluded the call.

Submitted by,

Cherie Worley
Executive Director