



**Board of Directors Conference Call
March 17, 2008 @ 10:00 A.M.**

**Dial In: (888) 422-7124
Followed by Participant Code: 461902**

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|-------------------------------------------------|----------------|
| 1. Approval of Board Meeting Minutes, 6/17/07 | Rick Hamilton |
| 2. Presentation of Updated Financials | Mickey Farrell |
| • Attachments 1-2 | |
| 3. Presentation of Annual Budget | Mickey Farrell |
| • Attachment 3 | |
| 4. Consideration of a change in Fiscal Year | Mickey Farrell |
| • Changing Fiscal Year to Calendar Year | |
| 5. Status of Board/Staff Liability Coverage | Rick Hamilton |
| 6. Consideration of a change in FFMA By-Laws | Rick Hamilton |
| • To Allow Past Presidents Continued Membership | |
| 7. Annual Sponsorships | Mickey Farrell |
| • Attachment 4 | |
| 8. Annual Meeting Dates – Four Seasons | Rick Hamilton |
| • 2008 – June 22, 23, 24 | |
| • 2009 – June 21, 22, 23 | |
| • 2010 – June 20, 21, 22 | |
| • 2011 – June 19, 20, 21 | |
| 9. Operations Seminar Dates | Rick Hamilton |
| • 2008 | |
| • 2009 | |
| 10. Annual Meeting Program | Kim Stone |
| 11. Committee Selections | Rick Hamilton |
| 12. Scholarship Program | Judy Joseph |
| 13. Legislative Report | Wayne Malaney |
| 14. Old Business | |
| 15. New Business | |
| 16. Adjourn | |

**FLORIDA FACILITY MANAGERS ASSOCIATION
BOARD MEETING MINUTES
MARCH 17, 2008**

Present: President Rick Hamilton, Mickey Farrell, Mike LaPan, Allen Johnson CFE, Ron Spencer, Roger Englert, Kim Stone, Erik Hart

Absent: Judy Joseph

MINUTES: President Rick Hamilton called for approval of Board Minutes from the Annual Meeting on June 17, 2007. Motion carried.

FINANCIALS: Mickey Farrell gave an update on the financials. The meeting reviewed all of the attached budget items – the P/L statements, Balance Sheet and Budget for the upcoming year:

- a. The association had a wonderful financial outcome last year due to an increase in sponsorships and a decrease in expenses at the Annual Meeting.
- b. At year end, the association has just under \$100,000 in the bank.
- c. The budget for the upcoming year was reviewed and the following adjustments were made:
 - i. A motion was made to formalize \$1000 allotted for the Operations Seminar in the annual budget, Mike LaPan seconded the motion. Motion carried.
 - ii. There was discussion about the status of the FFMA website. Rick Hamilton has asked the current webmaster, Eric, to send a proposal to the FFMA. The proposal would include costs to update the website to make it more current. There was a motion to allot \$1000 towards website costs, seconded by Roger Englert, motion carried.

CHANGE IN FISCAL YEAR: There was discussion around the fiscal year and changing the fiscal year from the calendar year Jan 1st – Dec 31st to July 1st – June 30th. It is recommended to make this change as it benefits Cherie Worley and the accountant because July 1st – June 31st is more in line with how the FFMA budgets and handles expenses. The change would mean that the FFMA would pay taxes on 18 months which includes the past fiscal year 2007 and the first six months of 2008. After that point, taxes would be paid on a yearly basis for the July 1st – June 30th fiscal year. There was a motion made to approve the change in fiscal year. Motion carried.

STATUS OF BOARD/STAFF LIABILITY COVERAGE: President Hamilton discusses that the liability coverage for the Board and Staff is still pending for the moment. Brown & Brown last request for information was for the Articles of Incorporation and should receive a quote from Brown & Brown very soon. As soon as he receives the quote, he will disperse the information by email or call a short board meeting to approve the liability insurance.

CONSIDERATION OF A CHANGE IN FFMA BY-LAWS: There was discussion concerning a change in the by-laws to allow Past-Presidents to be lifetime members of FFMA. Many points were discussed over the of what their lifetime membership would entail – what fees would be covered, would they be allowed to sit in on board meetings as an ex-officio member, voting rights, etc. Ron Spencer made a motion to allow Past-Presidents to continue to be members at regular fees and allow them to attend all sponsored events. The motion was seconded by Allen Johnson. Then, there was a motion to amend the first motion which would allow Past-Presidents to continue to be members for life. Their membership fees would be waived, but any Past-Presidents would be required to pay any conference fees. Motion carried.

ANNUAL SCHOLARSHIPS: \$44,850 has been committed by sponsors for the Annual meeting. The budget calls for \$59,000. Please review the '08 Sponsorship Commitments worksheet. President Hamilton encouraged board members to contact anyone who is listed as “contacted” but has not committed if you have a relationship with someone at the organization.

There is one new sponsor, Black Onyx, for the Annual Meeting. The Board will not be accepting any new sponsorship.

Mickey motioned to waive any late fees if someone commits to any event sponsorship over their original commitment. Their initial payment of \$1500 ??? It was seconded by Ron Spencer. Motion carried.

ANNUAL MEETING DATES: President Hamilton discussed that the Four Seasons has extended a great deal for the next four years. The Annual Meeting dates for the upcoming years are:

2008 – June 22, 23, 24

2009 – June 21, 22, 23

2010 – June 10, 21, 22

2011 – June 19, 20, 21

A motion to approve the meeting dates was made by Mickey Farrell and seconded by Roger Englert. Motion carried.

The Operations Seminar will take place in West Palm Beach in 2008 and in Daytona Beach in 2009.

ANNUAL MEETING PROGRAM: Kim Stone reported that she would like to keep the program similar to years past. There have been changes to some events with the Golf outing taking place Tuesday morning and the Presenters Meeting moved to a breakfast instead of lunch.

COMMITTEE SELECTIONS: President Hamilton attached the committee selections to the agenda. Please let him know if you do NOT want to serve on the specific committee and email any committee you would like to sit on.

SCHOLARSHIP PROGRAM: Judy Joseph and Mark are currently working on the scholarship program. Someone suggested that FFMA begin a scholarship in Jon Stoll's name after his passing this year. It was also discussed to give a \$500 scholarship to each of Jon's younger children as a one-time gift. Allen Johnson made a motion to name one of the three scholarships given by FFMA the Jon Stoll Memorial Scholarship Fund. It was seconded by Erik Hart. Motion carried. A second motion was made by Allen to establish a one-time \$500 scholarship to his minority children given to Jon's wife, Lauriat, at the Annual Meeting. Motion carried.

LEGISLATIVE REPORT: Roger Englert discussed that he and Wayne have filed the bill to make the tax exemption permanent with the House and Senate. This year will be tough to get this passed as House and Senate look for any way to make up income as the budget is currently operating at a deficit. They met with Ken Pruitt, who is the President of the Senate. He will support the bill, but will not take the lead on getting support among his colleagues. Wayne will have to meet with committees and try to persuade them to support this bill. Wayne sent an email to FFMA members urging them to contact their representatives in their district to discuss the need for the tax exemption. Since this tax has not been collected in many years, it will not be detrimental if they start collecting this tax now. In addition, Wayne has compiled the economic impact that Florida facilities have in the state and that these facilities are vital to our communities. President Hamilton further encouraged the Board to make calls to their representatives.

OLD BUSINESS: Cherie Worley is taking an Excel class.

Meeting adjourned.

Florida Facility Managers Association
Balance Sheet Prev Year Comparison
As of June 30, 2007

01/06/08

	<u>Jun 30, '07</u>	<u>Jun 30, '06</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
checking	36,341.82	60,524.90	-24,183.08	-40.0%
savings	54,307.45	53,336.71	970.74	1.8%
Total Checking/Savings	90,649.27	113,861.61	-23,212.34	-20.4%
Accounts Receivable				
Accounts	4,205.00	2,400.00	1,805.00	75.2%
Total Accounts Receivable	4,205.00	2,400.00	1,805.00	75.2%
Other Current Assets				
Prepaid Expenses	5,000.00	0.00	5,000.00	100.0%
Total Other Current Assets	5,000.00	0.00	5,000.00	100.0%
Total Current Assets	99,854.27	116,261.61	-16,407.34	-14.1%
TOTAL ASSETS	99,854.27	116,261.61	-16,407.34	-14.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	0.00	34,227.48	-34,227.48	-100.0%
Total Accounts Payable	0.00	34,227.48	-34,227.48	-100.0%
Other Current Liabilities				
Income Taxes Due	0.00	3,570.50	-3,570.50	-100.0%
Total Other Current Liabilities	0.00	3,570.50	-3,570.50	-100.0%
Total Current Liabilities	0.00	37,797.98	-37,797.98	-100.0%
Total Liabilities	0.00	37,797.98	-37,797.98	-100.0%
Equity				
Retained Earnings	78,463.63	72,073.55	6,390.08	8.9%
Net Income	21,390.64	6,390.08	15,000.56	234.7%
Total Equity	99,854.27	78,463.63	21,390.64	27.3%
TOTAL LIABILITIES & EQUITY	99,854.27	116,261.61	-16,407.34	-14.1%

Florida Facility Managers Association

Profit and Loss Budget vs. Actual

Current Month -June 07
June 07 through June 07

	Actual Expenses		Budget	
	Current Month 6/30/07	YTD 6/30/07	7/1/06-6/30/07	\$ Over (Under)
Income				
Annual Meeting Income				
Golf	300.00	675.00	450.00	225.00
Guest/Spouse Registrations	1,150.00	2,250.00	2,000.00	250.00
Hotel Refund	3,926.85	3,926.85	2,800.00	1,126.85
Member Registrations	1,825.00	9,250.00	9,000.00	250.00
Non-member Registrations	1,500.00	3,300.00	2,375.00	925.00
Sponsor Registrations	3,150.00	7,350.00	6,300.00	1,050.00
Scholarship Fundraiser	755.00	755.00	0.00	755.00
Sponsorships	8,000.00	39,000.00	37,500.00	1,500.00
Sponsorship-Events	0.00	21,050.00	15,000.00	6,050.00
Annual Meeting Income - Other	0.00	0.00	0.00	0.00
Total Annual Meeting Income	20,606.85	87,556.85	75,425.00	12,131.85
Operating Income				
Corporate Dues	0.00	0.00	0.00	0.00
Interest Income	134.98	970.74	850.00	120.74
Membership Dues	250.00	20,250.00	20,000.00	250.00
Miscellaneous	0.00	0.00	0.00	0.00
Total Operating Income	384.98	21,220.74	20,850.00	370.74
Total Income	20,991.83	108,777.59	96,275.00	12,502.59
Expense				
Annual Meeting Expenses				
Bank Charges - Credit Card	0.00	0.00	0.00	0.00
Board Meeting	0.00	0.00	0.00	0.00
Food & Beverage - Breakfasts	4,200.74	4,200.74	5,550.00	(1,349.26)
Food & Beverage - Coffee Breaks	2,654.45	2,654.45	900.00	1,754.45
Food & Beverage - Dinners	32,759.93	32,759.93	34,560.00	(1,800.07)
Food & Beverage - Hospitality	1,049.32	1,049.32	1,500.00	(450.68)
Food & Beverage - Opening Reception	0.00	0.00	5,000.00	(5,000.00)
Food & Beverage - Presenters Lnch	0.00	0.00	0.00	0.00
Gift Certificates	950.00	950.00	1,100.00	(150.00)
Golf Awards	815.00	815.00	700.00	115.00
Golf Fees	1,116.38	1,366.38	2,400.00	(1,033.62)
Honoraria	0.00	0.00	0.00	0.00
Miscellaneous	100.00	100.00	200.00	(100.00)
Commission	200.00	200.00	300.00	(100.00)
Office Supplies	124.85	124.85	25.00	99.85
Plaques	218.21	218.21	400.00	(181.79)
Postage & Delivery	34.60	34.60	200.00	(165.40)
Printing	436.40	436.40	350.00	86.40
Purchased Services - Advertising	0.00	0.00	0.00	0.00
Purchased Services - Audio Visual	421.74	421.74	700.00	(278.26)
Purchased Services - Signs	0.00	0.00	0.00	0.00
Scholarship-Annual Meeting	500.00	500.00	500.00	0.00
Site Visit	0.00	0.00	0.00	0.00
Speakers	0.00	0.00	0.00	0.00

	Actual Expenses		Budget	
	Current Month	YTD	7/1/06-6/30/07	\$ Over (Under)
	6/30/07	6/30/07		
Sponsor Gifts	1,460.60	1,460.60	1,500.00	(39.40)
Staff Support Expenses	0.00	0.00	0.00	0.00
Telephone/Fax	14.20	14.50	10.00	4.50
Travel	792.89	792.89	800.00	(7.11)
Total Annual Meeting Expenses	47,849.31	48,099.61	56,695.00	(8,595.39)
Board Meetings				
Telephone	0.00	245.40	1,000.00	0.00
Annual	598.10	598.10	650.00	
Fall Meeting	0.00	0.00	0.00	0.00
Winter Meeting	0.00	0.00	0.00	0.00
Total Board Meetings	598.10	843.50	1,650.00	(806.50)
Management Services				
Executive Director	2,750.00	9,500.00	9,500.00	0.00
Lobbyist	5,000.00	5,000.00	20,000.00	(15,000.00)
Total Management Services	7,750.00	14,500.00	29,500.00	(15,000.00)
Operating Expenses				
Bank Service Charges	0.00	0.00	0.00	0.00
Commission	100.00	390.00	400.00	(10.00)
Computer Repairs	0.00	0.00	0.00	0.00
Contract Labor	0.00	550.00	250.00	300.00
Dues & Subscriptions	0.00	0.00	0.00	0.00
Income Taxes	0.00	3,570.50	0.00	3,570.50
Liability Insurance	0.00	0.00	1,000.00	(1,000.00)
Licenses and Permits	0.00	61.25	75.00	(13.75)
Miscellaneous	665.89	872.89	500.00	372.89
Office Supplies	0.00	22.90	500.00	(477.10)
Postage and Delivery	0.00	26.06	100.00	(73.94)
Printing and Reproduction	0.00	43.99	100.00	(56.01)
Professional Fees - Accounting	700.00	1,402.50	1,000.00	402.50
Professional Fees - Legal	15,000.00	15,000.00	0.00	15,000.00
Scholarship-College	0.00	500.00	500.00	0.00
Scholarship-IAAM Annual Meeting	500.00	500.00	500.00	0.00
Telephone	0.00	4.85	200.00	(195.15)
Travel & Entertainment	0.00	0.00	0.00	0.00
Web Site	79.30	998.90	875.00	123.90
Total Operating Expenses	17,045.19	23,943.84	6,000.00	17,943.84
Operations Seminar				
Miscellaneous	0.00	0.00	0.00	0.00
Scholarship-Operations Seminar	0.00	0.00	500.00	(500.00)
Speakers	0.00	0.00	0.00	0.00
Total Operations Seminar	0.00	0.00	500.00	(500.00)
Total Expense	73,242.60	87,386.95	94,345.00	(6,958.05)
Net Income	(52,250.77)	21,390.64	1,930.00	19,460.64

Florida Facility Managers Association

Proposed Budget

7/1/07-6/30/08

7/07-6/08 Proposed	7/06-6/07 Actual	7/06-6/07 Budget	7/05-6/06 Actual
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Income**Annual Meeting Income**

Golf	525.00	675.00	450.00	650.00
Guest/Spouse Registrations	2,000.00	2,250.00	2,000.00	2,100.00
Hotel Refund	3,500.00	3,926.85	2,800.00	4,205.00
Member Registrations	9,050.00	9,250.00	9,000.00	9,425.00
Non-member Registrations	3,125.00	3,300.00	2,375.00	2,395.00
Scholarship Fundraiser	0.00	755.00	0.00	0.00
Sponsor Registrations	4,900.00	7,350.00	6,300.00	4,750.00
Sponsorships	39,000.00	39,000.00	37,500.00	43,500.00
Sponsorships-Events	20,000.00	21,050.00	15,000.00	0.00
Annual Meeting Income - Other	0.00	0.00	0.00	0.00
Total Annual Meeting Income	82,100.00	87,556.85	75,425.00	67,025.00

Operating Income

Corporate Dues	0.00	0.00	0.00	0.00
Interest Income	950.00	970.74	850.00	981.84
Membership Dues	21,000.00	20,250.00	20,000.00	20,900.00
Miscellaneous	0.00	0.00	0.00	0.00
Total Operating Income	21,950.00	21,220.74	20,850.00	21,881.84

Total Income

Total Income	104,050.00	108,777.59	96,275.00	88,906.84
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Expense**Annual Meeting Expenses**

Bank Charges - Credit Card	0.00	0.00	0.00	0.00
Commission	150.00	200.00	300.00	300.00
Food & Beverage - Breakfasts	4,500.00	4,200.74	5,550.00	5,290.92
Food & Beverage - Coffee Breaks	2,800.00	2,654.45	900.00	828.14
Food & Beverage - Dinners	34,490.00	32,759.93	34,560.00	30,361.76
Food & Beverage - Hospitality	1,500.00	1,049.32	1,500.00	1,280.41
Food & Beverage - Opening Recpt.	0.00	0.00	5,000.00	0.00
Food & Beverage - Presenters Lnch	0.00	0.00	0.00	0.00
Gift Certificates	1,100.00	950.00	1,100.00	1,100.00
Golf Awards	700.00	815.00	700.00	0.00
Golf Fees	2,400.00	1,366.38	2,400.00	2,582.33
Honoraria	0.00	0.00	0.00	0.00
Miscellaneous	200.00	100.00	200.00	195.81
Office Supplies	100.00	124.85	25.00	0.00
Plaques	400.00	218.21	400.00	276.24
Postage & Delivery	125.00	34.60	200.00	161.00
Printing	350.00	436.40	350.00	324.86
Purchased Services - Advertising	0.00	0.00	0.00	0.00
Purchased Services - Audio Visual	700.00	421.74	700.00	658.40
Purchased Services - Signs	0.00	0.00	0.00	0.00
Scholarship-Annual Meeting	500.00	500.00	500.00	500.00
Site Visit	0.00	0.00	0.00	0.00
Speakers	0.00	0.00	0.00	0.00

	7/07-6/08 Proposed	7/06-6/07 Actual	7/06-6/07 Budget	7/05-6/06 Actual
Sponsor Gifts	1,500.00	1,460.60	1,500.00	1,011.21
Staff Support Expenses	0.00	0.00	0.00	0.00
Telephone/Fax	10.00	14.50	10.00	9.90
Travel	800.00	792.89	800.00	786.24
Total Annual Meeting Expenses	52,325.00	48,099.61	56,695.00	45,667.22
Board Meetings				
Telephone	500.00	245.40	1,000.00	0.00
Annual Meeting	650.00	598.10	650.00	0.00
Fall Meeting	0.00	0.00	0.00	0.00
Winter Meeting	0.00	0.00	0.00	0.00
Total Board Meetings	1,150.00	843.50	1,650.00	0.00
Management Services				
Executive Director	10,000.00	9,500.00	9,500.00	9,000.00
Lobbyist	5,625.00	5,000.00	20,000.00	20,000.00
Total Management Services	15,625.00	14,500.00	29,500.00	29,000.00
Operating Expenses				
Bank Service Charges	0.00	0.00	0.00	0.00
Commission	150.00	390.00	400.00	530.00
Computer Repairs	100.00	0.00	100.00	0.00
Contract Labor	1,000.00	550.00	1,000.00	562.50
Dues & Subscriptions	0.00	0.00	0.00	0.00
Income Taxes	7,000.00	3,570.50	0.00	0.00
Liability Insurance	1,200.00	0.00	1,000.00	0.00
Licenses and Permits	80.00	61.25	75.00	297.50
Miscellaneous	500.00	872.89	500.00	357.06
Office Supplies	200.00	22.90	500.00	183.73
Postage and Delivery	100.00	26.06	100.00	69.14
Printing and Reproduction	100.00	43.99	100.00	3.87
Professional Fees - Accounting	700.00	1,402.50	0.00	0.00
Professional Fees - Legal	16,875.00	15,000.00	0.00	0.00
Scholarship-College	500.00	500.00	500.00	0.00
Scholarship-IAAM Annual Meeting	500.00	500.00	500.00	0.00
Telephone	1,500.00	4.85	200.00	913.20
Travel & Entertainment	0.00	0.00	0.00	0.00
Web Site	900.00	998.90	875.00	714.40
Total Operating Expenses	31,405.00	23,943.84	5,850.00	3,631.40
Operations Seminar				
Miscellaneous	0.00	0.00	0.00	0.00
Scholarship-Operations Seminar	500.00	0.00	500.00	69.98
Speakers	0.00	0.00	0.00	0.00
Total Operations Seminar	500.00	0.00	500.00	69.98
Total Expense	101,005.00	87,386.95	94,195.00	78,368.60
Net Income	3,045.00	21,390.64	2,080.00	10,538.24



ESTIMATED ANNUAL MEETING BUDGET - 2008

7-Jan-08

	NO.	BUDGET 2007		NO.	ACTUAL 2007		NO.	PROPOSED 2008	
REVENUES:									
Members	40	\$175.00	\$7,000.00	46	\$ 175.00	\$8,050.00	46	\$ 175.00	\$8,050.00
Late Fee	10	200.00	2,000.00	6	200.00	1,200.00	5	200.00	1,000.00
Non Members	5	225.00	1,125.00	8	225.00	1,800.00	5	225.00	1,125.00
Late Fee Non Members	5	250.00	1,250.00	6	250.00	1,500.00	8	250.00	2,000.00
Guests/Spouse	20	100.00	2,000.00	22	100.00	2,250.00	20	100.00	2,000.00
Monday Golf	3	75.00	225.00	3	75.00	225.00	2	75.00	150.00
Tuesday Golf	-	75.00	-	-	75.00	-	-	75.00	-
Revenues Subtotal			13,600.00			15,025.00			14,325.00
Sponsorships	25	1,500.00	37,500.00	26	1,500.00	39,000.00	26	1,500.00	39,000.00
Sponsorships - Events	-	-	15,000.00	-	-	21,050.00	-	-	20,000.00
Sponsor Representatives	18	350.00	6,300.00	21	350.00	7,350.00	14	350.00	4,900.00
Representatives for Monday Golf	3	75.00	225.00	6	75.00	450.00	5	75.00	375.00
Representatives for Tuesday Golf	-	75.00	-	-	-	-	-	75.00	-
Sponsors Subtotal			59,025.00			67,850.00			64,275.00
Scholarship Auction	-	-	-	-	-	755.00	-	-	-
Other Hotel Rebate (room nights)	-	-	-	7	166.69	1,166.85	-	-	-
Hotel Rebates	280	10.00	2,800.00	276	10.00	2,760.00	280	12.50	3,500.00
Revenue Total			75,425.00			87,556.85			82,100.00
EXPENSES:									
<u>Sunday</u>									
Reception	100	50.00	5,000.00	-	-	-	100	-	-
Hospitality Suite	-	-	500.00	-	-	349.77	-	-	500.00
Sunday Total Expense			5,500.00			349.77			500.00
<u>Monday</u>									
Breakfast	80	37.00	2,960.00	80	31.10	2,488.22	80	34.63	2,770.00
Coffee Break	-	-	300.00	-	-	494.63	-	-	500.00
Presenter's Luncheon	-	-	-	-	-	-	-	-	-
Reception	126	35.00	4,410.00	133	39.19	5,211.68	135	35.50	4,792.00
Dinner	126	125.00	15,750.00	133	116.85	15,540.48	135	121.32	16,378.00
Hospitality Suite	-	-	500.00	-	-	349.77	-	-	500.00
Golf	40	60.00	2,400.00	39	35.04	1,366.38	40	60.00	2,400.00
Golf Award	-	-	700.00	-	-	815.00	-	-	700.00
Monday Total Expense			27,020.00			26,266.16			28,040.00
<u>Tuesday</u>									
Breakfast	70	37.00	2,590.00	50	34.25	1,712.52	50	34.60	1,730.00
Coffee Break	-	-	300.00	-	-	434.52	-	-	500.00
Lunch	-	-	-	-	-	-	-	-	-
Coffee Break	-	-	300.00	-	-	1,725.30	-	-	1,800.00
Reception	90	35.00	3,150.00	84	28.77	2,416.38	85	35.51	3,008.00
Dinner	90	125.00	11,250.00	84	114.18	9,591.39	85	121.32	10,312.00
Hospitality Suite	-	-	500.00	-	-	349.77	-	-	500.00
Golf	-	-	-	-	-	-	-	-	-
Golf Award	-	-	-	-	-	-	-	-	-
Tuesday Total Expense			18,090.00			16,229.88			17,850.00



ESTIMATED ANNUAL MEETING BUDGET - 2008

7-Jan-08

	NO.	BUDGET 2007	NO.	ACTUAL 2007	NO.	PROPOSED 2008
Other Expenses:						
Commission	-	300.00	-	200.00	-	150.00
Gift Certificates	-	1,100.00	-	950.00	-	1,100.00
Miscellaneous	-	200.00	-	100.00	-	200.00
Office Supplies	-	25.00	-	124.85	-	100.00
Plaques	-	400.00	-	218.20	-	400.00
Postage	-	200.00	-	34.60	-	125.00
Printing	-	350.00	-	436.40	-	350.00
Audio Visual	-	700.00	-	421.74	-	700.00
Scholarship	-	500.00	-	500.00	-	500.00
Site Visit	-	-	-	-	-	-
Sponsor Gifts	-	1,500.00	-	1,460.60	-	1,500.00
Telephone/Fax	-	10.00	-	14.50	-	10.00
Travel (Lodging/Parking)	-	800.00	-	792.89	-	800.00
Other Expense Total		6,085.00		5,253.78		5,935.00
Expense Total		<u>56,695.00</u>		<u>48,099.59</u>		<u>52,325.00</u>
NET INCOME		<u>\$18,730.00</u>		<u>\$ 39,457.26</u>		<u>\$ 29,775.00</u>

FLORIDA FACILITY MANAGERS ASSOCIATION
2008 ANNUAL MEETING SPONSORSHIP COMMITMENTS

<u>STATUS</u>	<u>SPONSOR</u>	<u>2007 LEVEL</u>	<u>2007 EVENT</u>	<u>2008 LEVEL</u>	<u>2008 EVENT</u>	<u>EVENT SPONSORSHIP</u>	
1/08	Contacted	Ticketmaster	\$10,000	Monday Dinner	\$10,000	Monday Dinner Program Presentation	\$ 8,500
2/08	Paid	Aramark	\$ 2,000	Tues Hospitality	\$ 2,000	Tues Hospitality	\$ 500
2/08	Paid	Stageright	\$ 3,000	Golf (co sponsor)	\$ 3,000	Golf (co-sponsor)	\$1,500
2/08	Paid	Clarín	\$ 1,500	No Event	\$ 1,500	No Event	0
2/08	Paid	Sentry Event Svcs	\$ 1,500	Mon Breakfast	\$ 2,750	Tues Breakfast	\$1,250
2/08	Paid	Cleanevent	\$ 1,500	Mon Hospitality	\$ 2,000	Mon Hospitality	\$ 500
2/08	Paid	Oui Vend	\$ 1,500	No Event	\$ 1,500	No Event	0
2/08	Paid	Black Onyx	0	No Event	\$ 1,500	No Event	0
2/08	Paid	Bigelow	\$ 1,500	Tues Coffee	\$ 2,000	Tues Coffee	\$ 500
2/08	Committed	Daktronics	\$ 3,500	Tues Reception	\$ 1,800	No Event	
1/08	Committed	Feld	\$ 2,000	Mon Registration	\$ 2,000	Mon Registration	\$ 500
3/08	Paid	Ovations	\$ 2,000	Board Meeting	\$ 2,000	Board Meeting	\$ 500
1/08	Committed	Ocean State	\$ 2,000	Sun Registration	\$ 1,500	Mon Breakfast	?
1/08	Contacted	Horner	\$ 1,500	No Event			
1/08	Contacted	Andy Frain	\$ 2,000	Program Session			
1/08	Committed	Ad Systems	\$ 2,000	Monday Coffee	\$ 2,000	Monday Coffee	\$ 500
2/08	Committed	Levy	\$ 2,000	Program Session	\$ 2,000	Program Session	\$ 500
1/08	Contacted	Centerplate	\$ 3,000	Golf (co-sponsor)			
3/08	Committed	Milliken	\$ 1,500	No Event	\$ 1,800	No Event	
1/08	Contacted	Contemporary	\$ 1,500	No Event			
1/08	Contacted	Boston Culinary	\$ 1,500	No Event			
1/08	Contacted	Miami Stagecraft	\$ 1,800	No Event			
1/08	Contacted	White Stallion	\$ 1,500	No Event			
1/08	Contacted	Knight KM	\$ 2,000	Agent Panel			
2/08	Paid	Robbins	\$ 2,000	Sun Hospitality	\$ 2,000	Sun Hospitality	\$ 500
2/08	Committed	Hussey	\$ 1,500	No Event	\$ 1,500		
1/08	Committed	HOK	<u>\$ 2,000</u>	Program Session	\$ 2,000	Program Session	\$ 500

TOTALS

No Contact
No Contact
No Contact

Zeidler
Kravis Center
Fantasma

\$60,050
0
\$ In-kind
\$ In-kind

No Event
Presenters Lunch
Opening Reception

\$44,850

Attachment 4
\$15,750