



IAHTM 2024 Annual Member Meeting
The Omni Rancho Las Palmas Resort
Saturday, May4th, 2023, 8:00am

Agenda

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| 1. <i>Call To Order, President's Welcome, Conflict of Interest</i> | <i>Brendan O'Neill</i> |
| 2. <i>Approval of Agenda
(Decision)</i> | <i>Brendan O'Neill</i> |
| 3. <i>Review of Annual Meeting Minutes from 9/30/2023
(Decision)</i> | <i>Brendan O'Neill</i> |
| 4. <i>Approval of New Members
ChristianaCare and Northern Health Authority</i> | <i>Brendan O'Neill</i> |
| 5. <i>Treasurer Report</i>
• <i>Financial Update</i> | <i>Rocco Romeo</i> |
| 6. <i>Board Resolutions 2024
(Decision)</i> | <i>Brendan O'Neill</i> |
| 7. <i>Committee Update</i>
<i>Education Committee – Chris Hansen</i>
<i>Membership and Marketing – Charles Berge</i>
<i>Organic Growth – Brendan O'Neill</i>
<i>Purchasing Committee – Rocco Romeo</i>
<i>Strategic Planning – Brendan O'Neill</i> | <i>Chairs</i> |
| 8. <i>Membership Discussion</i> | <i>Brendan O'Neill</i> |
| 9. <i>Future Conferences</i>
• <i>Texcare Tour – November 2024, Start in Frankfort, Germany</i>
• <i>2025 Annual Education Conference Ft. Worth, Texas – September 12-17th- Host Rocco Romeo</i> | <i>Brendan O'Neill</i> |
| 10. <i>Open Mic – IAHTM Members free to speak on a topic, idea or to the board</i> | |
| 11. <i>Adjournment</i> | <i>Brendan O'Neill</i> |



IAHTM 2023 Annual Member Meeting Minutes
The OMNI King Edward – Toronto, Ontario
Saturday, September 30, 2023, 7:35am EST

In attendance: President, Brendan O'Neill; 1st Vice President Charles Berge, 2nd Vice Chris Hansen; Treasurer Rocco Romeo; Past President, Meredith Bowery; US Directors: Steve Johnson, Bill Moyer; Canadian Directors: Malcolm Pallos; Executive Director, Christy Carper; Member Delegates: Tyler Bishop, Antonio Casillas, Benjy Crenshaw, Sean Feeney, Becky Felker, Lumey Gamboa, Dave Haas, Gregg Hamilton, Ed McCauley, Bob Pfeifer, Leslie Phillips, Troy Snyder, Patrick T-Sabourin, Chris Walker

AGENDA TOPIC	DISCUSSION	ACTION TAKEN
Call To Order and President's Welcome		7:45am EST
Conflict of Interest	Brendan O'Neill , asked people to declare now or before discussion.	None at this time.
Approval of the Agenda	Brendan O'Neill asked if there were any additions or changes to the agenda for today's meeting.	MOTION <i>It was moved by Malcolm Pallos, seconded by Chris Hansen to approve the agenda as circulated.</i> CARRIED
Minutes of the Last Meeting	Brendan O'Neill asked for any amendments/changes to the September 10, 2022, annual meeting minutes.	MOTION <i>It was moved by Ed McCauley, seconded by Meredith Bowery, to accept the minutes from the annual member meeting on September 10, 2022.</i> CARRIED
New Member	Brendan O'Neill welcomed and introduced IAHTM's newest member, Nova Scotia Health Authority – Halifax. Brendan explained that part of the membership process was to have the full membership approve, so the laundry could become a full voting member. Sean Feeney was the delegate of the new laundry presented. The board approved the membership application on 6/12/23. Brendan	MOTION <i>It was moved by James Belliveau, seconded by Bill Moyer to approve Nova Scotia Health Authority- Central, as a full voting IAHTM member.</i> CARRIED

	asked for a motion to approve Nova Scotia Health Authority as a full voting member.	
By-Laws	<p>Brendan O'Neill discussed the updated By-Laws distributed prior to the meeting. Brendan O'Neill stated that under a new legislation in Ontario, we were prompted to review our By-Laws and assure they were in compliance with that new legislation. Brendan O. stated that the board and IAHTM's legal counsel A.) carefully reviewed the By-Laws to make sure they captured who we are as an association and B.) to make sure we were compliant. Brendan O'Neill reviewed a update to the By-Laws centering around the language, providing clarity. An example of this was around the definition of member and delegate.</p> <p>Brendan O'Neill discussed the affect that COVID had on the terms of the board and that the voting was off track. The current slate will be presented, and he asked that 50% of that slate be extended for another year. Brendan discussed how important succession planning was to the association. Brendan stated that yesterday, at the in-person board meeting, the directors had to vote and approve a special resolution and new by-law which now had to be brought to the full membership to be able to go into effect.</p> <p>Confirmation of By-Law #1 – Be it resolved that 1.) By-Law #1 of the corporation is hear by repealed without prejudice to any actions heretofore taken thereunder; 2.) the number designating the by-law here by repealed may be allocated to any by-law hereafter enacted by the directors; 3.) By-law #1 in the form which has been presented to the directors is hereby enacted as a by-law of the corporation; and 4.) the president and secretary are hereby authorized and directed to sign the said By-Law as so enacted as evidence of the foregoing and to insert the same in the front portion of the minute book of the Corporation.</p>	<p>MOTION <i>It was moved by Meredith Bowery, seconded by Charles Berge to approve the special resolution of By-Law #1 as presented.</i> CARRIED</p>
Slate of Officers	<p>Brendan O'Neill presented the slate of officers.</p> <p>2. Be it resolved that all elected and re-elected directors of the</p>	<p>MOTION <i>It was moved by Patrick T-Sabourin, seconded by James Belliveau to approve the slate of officers as presented.</i></p>

	<p>Corporation will hold office for 1 year beginning on January 1, 2024, until the annual meeting of shareholders, or until the successors are duly elected or appointed whichever first occurs.</p> <ul style="list-style-type: none">• Brendan O'Neill• Charles Berge• Chris Hansen• Rocco Romeo• Bill Moyer• Steve Johnson• Malcolm Pallos• Meredith Bowery• Lumey Gamboa	<p><i>CARRIED</i></p>
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<p>Treasurer's Report</p>	<p>Rocco Romeo reviewed and answered questions pertaining to the audited financial statements ending 12/31/22. Year-end IAHTM had \$573,000.00 in the bank account. This figure is up \$120,000 from the previous year. Rocco R. then review that income statement and discussed the increase in the revenue due to the new rebate program. There was an excess over expenses of \$220,000. Discussion followed as to how this money would be used when following IAHTM's strategic plan. Rocco R. then showed a comparison of revenue from the past few years. It was discussed how very important it was to support our vendor partners and to protect our revenue stream if we want to survive as an association. Year to date Financials were reviewed. As of 8/31/23 there is \$636,000.00 in the bank, with accounts receivable at \$264,390.00 putting us at about \$900,000. Rocco R. stated that the cost of the conference will offset that but that we are sitting in a healthy financial position. Discussion followed.</p> <p>Governance Brendan O' Neill read Resolution #1</p> <p>Be it resolved that the audited financial statements for the year ended December 31, 2022 be accepted.</p> <p>Meredith Bowery read Resolution #3</p> <p>Be it resolved that KPMG LLP Chartered Accounts be appointed auditors of the Corporation for the year ending December 31, 2023, the fee as negotiated with management on such terms as may be approved by the Board of Directors.</p>	<p>MOTION <i>It was moved by Chris Hansen, seconded by Patrick T. Sabourin to accept and approve the audited financial statements as presented year ending 12/31/22, as presented.</i> CARRIED</p> <p>MOTION <i>It was moved by Ed McCauley, seconded by Leslie Phillips to remain with our accountants KPMG for the year ending 12/31/23.</i> CARRIED</p>
<p>Governance</p>	<p>Brendan O'Neill, read Resolution #4.</p> <p>Be it resolved that all acts, proceedings, contracts, special By-Laws, resolutions, appointments, elections and payments enacted, made, done and taken by the</p>	<p>MOTION <i>It was moved by Tyler Bishop, seconded by Charles Berge, to approve Resolution #4 as read and presented.</i></p>

	<p>directors of officers of the Corporation since the last shareholder resolution of this nature was passed, as recorded in the books and records of the Corporation be and the same are hereby approved, ratified and confirmed.</p>	CARRIED
Committee Update	<p>Brendan O'Neill called up chairs for committee updates:</p> <p>Charles Berge from Membership and Marketing updated the group and spoke about the added value it was to have our rebate program partners on the committee. They are “boots on the ground” able to identify potential members. Charles Berge spoke about the importance of getting our current membership involved and getting at least 25 laundries to each annual conference. Charles B. spoke of the benefits of bringing on a videographer and photographer to the conference in implementing our marketing initiative. Brendan O'Neill spoke briefly about the new playbooks developed by the Organic Growth Committee, and how they will be great marketing tools for IAHTM. Having these on the website for the use of the membership and the industry as a whole will be new and exciting for IAHTM. Brendan stated that the playbooks would be presented later in Toronto.</p> <p>Chris Hansen gave an update on the Purchasing Committee and talked about the importance of giving each partner a chance to be heard at the meetings and outside the meetings. Stated we needed to support those who support us.</p> <p>Brendan O'Neill spoke about the Snack Chat sessions and how important these are to our vendors.</p> <p>Strategic Planning and Organic Growth Committees will be discussed later in the morning.</p>	
Upcoming Conferences	<p>Brendan O'Neill discussed the dates for the upcoming conferences.</p> <ul style="list-style-type: none"> • 2024 Annual Education Conference – Palm Springs – Host, Ed McCauley 	

	<ul style="list-style-type: none"> • Texcare Tour – November 2024, which will be introduced and discussed later in the morning's sessions • Ft. Worth – 2025 Annual Education Conference <p>Brendan also spoke about the Omni multi-contract/multiyear deals and how we received benefits making it worth booking with them for these upcoming conferences.</p>	
Open Mic	<p>Brendan O'Neill opened up the mic to the IAHTM members. Charles Berge explained the rebate program to membership in further detail. Discussion followed around RFP's and giving the vendors a chance even if you won't currently buy from them. Chris Hansen asked where the year's excess balance in the bank goes and can it be put into a high yield CD. It was then stated that we have to be careful as we are a not-for-profit association.</p>	
Adjournment	<p>The meeting adjourned at 8:40am EST</p>	<p><i>Motion</i> <i>It was moved by Charles Berge, seconded by Ed McCauley to adjourn the 2023 AGM.</i> CARRIED</p>

POTENTIAL NEW MEMBER FORM

NAME: Mindy Thompson

TITLE: Director, Support Services

EMAIL: Mindy.Thompson@northernhealth.ca

ORANIZATION: Northern Health Authority

POUNDAGE AMOUNT: current is 9 million annually, anticipated 12 million.

PHONE: 250-645-8715

ADDRESS: 300-299 Victoria Street, Prince George, BC Canada

CONTACT DATE: January 19, 2024

DATE OF MEMBERSHIP CALL: January 19, 2024

INVOICE START YEAR: 2024

PLAQUE SENT: Capital Awards is in process of making

PO Box 215
Powell, Ohio 43065
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NEW MEMBER FORM

NAME: Justin Ballas

TITLE: Director of Textiles

EMAIL: Justin.Ballas@Christianacare .org

ORANIZATION: ChristianaCare

POUNDAGE AMOUNT: 12,000,000 annually

PHONE: 302-733-5910

ADDRESS: 4755 Ogletown-Stanton Rd Newark De 19718

CONTACT DATE: Fall of 2023

DATE OF MEMBERSHIP CALL: 2/21/24

INVOICE START YEAR: 2024

PLAQUE SENT: Capital Awards is in process of making

PO Box 215
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IAHTM
BALANCE SHEET
AS OF DECEMBER 31, 2023

2023

US

ASSETS

Current Assets:

Cash	465,711
Accounts Receivable	409,845
Incorporation Costs	11,255
Prepaid	81,098
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	967,909

NET ASSETS

Net Assets	967,909
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LIABILITIES & EQUITY

Current Liabilities

Accounts Payables	11,235
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Equity

Retained Earnings	956,674
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967,909

NET LIABILITIES & EQUITY

Net Liabilities & Equity	967,909
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Fixed Exchange Rate for December 31, 2023

0.756086

IAHTM
INCOME STATEMENT - US
2024 Budget

Revenue	2023	2024	2025 Budget
	Actual	Budget	
Membership Dues	\$ 21,551	\$ 22,500	\$ 22,500
Educational Sponsors	\$ 583,396	\$ 550,000	\$ 550,000
Conference Sponsors	\$ 116,615	\$ 95,000	\$ 115,000
Total Revenue	\$ 721,562	\$ 667,500	\$ 687,500

Expenditures:			
Spring Conference 2023	\$ 46,317		
Annual Conference 2024	\$ 1,430	\$ 300,000	\$ 45,000
Clean show			
European Conference 2024		\$ 125,000	
Annual Conference 2023	\$ 264,597	\$ -	
Annual Conference 2025			\$ 285,000
Strategic Retreat			
ARTA Conference	\$ 74,109	\$ -	
Total Conference Expenses	\$ 386,453	\$ 425,000	\$ 330,000
James Hunt Scholarships	\$ 3,363	\$ 10,000	\$ 10,000
Lifetime Achievement Award	\$ 3,272	\$ 3,500	\$ 3,500
Marketing/Website/	\$ 61,398	\$ 60,000	\$ 60,000
Executive Director Fees	\$ 101,230	\$ 95,000	\$ 95,000
Benchmarking Study		\$ 10,000	
Accounting & Legal Fees	\$ 8,430	\$ 5,500	\$ 5,500
Office and General	\$ 6,934	\$ 10,000	\$ 10,000
Travel	\$ 1,796	\$ 1,500	\$ 1,500
Insurance	\$ 2,415	\$ 3,000	\$ 3,000
Interest and Bank Charges	\$ 1,110	\$ 175	\$ 200
Foreign Exchange Differences	\$ 8,985		
Total Expenditures	\$ 585,386	\$ 623,675	\$ 518,700

Excess (deficiency) of Revenue over Expenditures	\$ 136,176	\$ 43,825	\$ 168,800
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