



## IAHTM BOARD MEETING AGENDA VIA Zoom

Friday, May 3rd, 2024, 3:00pm PST

### AGENDA

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|---|----------------------------|------------------------|
| 1. <b><u>Conflict of Interest</u></b>   | <i>Discussion</i>          | <i>Brendan O'Neill</i> |
| 2. <b><u>Approval of Agenda</u></b>   | <i>Decision</i>            | <i>Brendan O'Neill</i> |
| 3. <b><u>Approval of Minutes</u></b><br><i>4/10/24 Board Meeting</i>  | <i>Decision</i>            | <i>Brendan O'Neill</i> |
| 4. <b><u>Financials</u></b>   | <i>Discussion/Decision</i> | <i>Rocco Romeo</i>     |
| 5. <b><u>Strategic Plan- Next Steps</u></b>   | <i>Discussion</i>          | <i>Brendan O'Neill</i> |
| 6. <b><u>Roundtable</u></b>   | <i>Discussion</i>          | <i>Brendan O'Neill</i> |
| 7. <b><u>Next Board Meeting and Adjournment</u></b><br><i>Next Board Meeting Via Zoom – June 12<sup>th</sup> at 12:00pm EST</i> |                            | <i>Brendan O'Neill</i> |

# IAHTM Board of Directors VIA Zoom

Wednesday, April 10th, 2024, 12:00pm EST

**In Attendance:** President, Brendan O'Neill, 1<sup>st</sup> VP Charles Berge, 2<sup>nd</sup> VP Chris Hansen Directors: Meredith Bowery, Malcolm Pallos, Steve Johnson, Executive Director, Christy Carper  
**Absent:** Lumey Gamboa, Bill Moyer, Rocco Romeo

AGENDA TOPIC	DISCUSSION	ACTION TAKEN
Call To Order		12:02pm
Conflict of Interest	Brendan O'Neill asked board members to declare now or before discussion.	<i>None at this time.</i>
Approval of Agenda	Brendan O'Neill asked if there were any additions or changes to the agenda.	<b>MOTION</b> <i>It was moved by Meredith Bowery; seconded by Steve Johnson that the agenda for 4/1/24 be approved as circulated; <b>CARRIED.</b></i>
Approval of the Minutes	Brendan O'Neill asked for any amendments/changes to the minutes from the 2/26/24 Exec Meeting and the 3/6/24 board meeting.	<b>MOTION</b> <i>It was moved by Malcolm Pallos; seconded by Charles Berge that the minutes from the 2/26/24 Exec Meeting and the 3/6/24 Board Meeting, be approved as circulated; <b>CARRIED.</b></i>
New Members	Charles Berge introduced potential new members Mindy Thompson of Northern Health Authority in Prince George, BC and Justin Ballas of ChristianaCare in Newark, Delaware. Both laundries meet IAHTM's current membership qualifications. Both laundries are currently going through upgrades. Malcolm Pallos was thanked for introducing Mindy Thompson to IAHTM.	<b>MOTION</b> <i>It was moved by Malcolm Pallos; seconded by Meredith Bowery to approve ChristianaCare and Northern Health Authority as new members of IAHTM; <b>CARRIED.</b></i>
Palm Springs Update	Brendan O'Neill, reviewed the number of attendees registered for Palm Springs, stating that we have the largest number of Plus 1's that we have ever had. The sponsorship dollars are lower, even though the # of attendees are higher. Brendan O. let the group know that there has been a cyber-attack on Omni worldwide, so we have had to navigate that with the Omni team. Brendan also discussed:	

	<ul style="list-style-type: none"> <li>• That we are waiting to hear back from Ryder as to whether they will present at the conference</li> <li>• IAHTM will have a photographer/videographer at the conference that will handle the marketing piece of the conference and the cost will fall under marketing.</li> <li>• 36 Attendees have signed up for Golf</li> <li>• 12 Attendees for Pickleball</li> </ul> <p>Discussion followed.</p>	
<b>IAHTM Linen RFP Inquiry</b>	<p><b>Brendan O'Neill</b> let the board know that IAHTM delegate Troy Snyder inquired as to why we don't do an IAHTM Linen RFP. Troy S. wants to see how IAHTM can maximize value on the overall spend as an association. Brendan had explained to Troy S. that we use to do this prior to the new rebate program. Brendan stated to the board that since Troy's laundry is a member, he wanted to bring his inquiry forward and will also do so at the AGM. Discussion followed.</p>	<p><b>ACTION</b>  <i>Brendan O'Neill will circle back to Troy Snyder with the info discussed in the board meeting and that we will have him bring this forward at the AGM.</i></p>
<b>Adjournment</b>	<p>Brendan O'Neill asked if anyone had anything to bring forward prior to adjournment. Nothing further was brought forward so Brendan O. stated that the next board meeting would be in Palm Springs on 5/3/24 at 3:00pm in the Hospitality Suite, 3012, and then the meeting was adjourned at 12:35pm.</p>	

**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:	2023	2024	2025 Budget
	Actual	Budget	
Spring Conference 2023	\$ 46,317		
Annual Conference 2024	\$ 1,430	\$ 300,000	\$ 45,000
Clean show		\$ 125,000	
European Conference 2024	\$ 264,597	\$ -	\$ 285,000
Annual Conference 2023			
Annual Conference 2025	\$ 74,109	\$ -	
Strategic Retreat			
ARTA Conference			
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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