



IAHTM BOARD MEETING AGENDA

Via Zoom

Wednesday, July 12th, 2023, 12:00 noon EST

AGENDA

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|---|-------------------|------------------------|
| 1. <u>Conflict of Interest</u> | <i>Discussion</i> | <i>Brendan O'Neill</i> |
| 2. <u>Approval of Agenda</u> | <i>Decision</i> | <i>Brendan O'Neill</i> |
| 3. <u>Minutes</u>
(Approval of minutes from Board Meeting on 6/14/23) | <i>Decision</i> | <i>Brendan O'Neill</i> |
| 4. <u>2023 Conference – Toronto Update</u> | <i>Discussion</i> | <i>Rocco Romeo</i> |
| 5. <u>Strategic Planning</u> | <i>Discussion</i> | <i>Brendan O'Neill</i> |
| 6. <u>Board Vacancy</u> | <i>Discussion</i> | <i>Brendan O'Neill</i> |
| 7. <u>Committee Updates</u> <ul style="list-style-type: none"> • Education Committee • Organic Growth – Brendan O'Neill • Texcare Committee – Rocco Romeo | <i>Discussion</i> | |
| 8. <u>Roundtable</u> | <i>Discussion</i> | <i>Brendan O'Neil</i> |
| 9. <u>Date of Next Board Meeting</u>
(August 9th – via Zoom at Noon) | <i>Discussion</i> | <i>Brendan O'Neill</i> |
| 10. <u>Adjournment</u> | | <i>Brendan O'Neill</i> |

IAHTM Board of Directors

Via Zoom

12:00 pm EST
Wednesday, June 14th, 2023

In Attendance: President, Brendan O'Neill, 1st VP Charles Berge, Treasurer, Rocco Romeo, Directors: Bill Moyer, Chris Hansen, Meredith Bowery, Malcolm Pallos, Steve Johnson; Executive Director, Christy Carper
Absent: Steve Johnson

AGENDA TOPIC	DISCUSSION	ACTION TAKEN
Call To Order		12:02 pm
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 for today.	
Approval of the Minutes	Brendan O'Neill asked for any amendments/changes to the minutes from the May 11th, 2023, board meeting.	MOTION <i>It was moved by Meredith Bowery; seconded by Charles Berge that the minutes from the May 12th, 2023, Board Meeting be approved as circulated; CARRIED.</i>
2023 Spring Conference Philadelphia	Bill Moyer let the group know the conference went well and he was very happy with the attendees (@30), the enthusiasm and the participation. Bill felt there was real value in holding this conference for the middle management. Bill stated that we should come in at around \$40,000. Christy Carper stated that we were waiting for the final numbers from the hotel. Many board members shared feedback that they had received from people sent from their plant and the conference was deemed a success. Discussion followed.	
2023 Education Conference – Toronto Update	Rocco Romeo stated that things are going well with the planning, and we have 23 laundries confirmed coming so far. Rocco R. listed a few of the laundries that may still come. It was announced that the IAHTM delegate of Advent Health is no longer there and Charles Berge let the group know that he would reach out to John Wintz to see if he	ACTION <i>Christy Carper to send out an email to remind the membership of the Benchmarking Webinar coming up on 6/22/23.</i>

	<p>knew of the new person hired. Sponsorship is up and we are up to \$105,000 in sponsorship dollars. The subject of ALM's Benchmarking with IAHTM members and their proposed presentation at the Toronto Conference came up. Brendan O'Neill shared with the board some red flags and problems we have had with Sarah Brobeck and her execution of this opportunity. It was stated that if dates changed and we didn't feel comfortable with the process, we would pull out. During this discussion, Brendan received word from Christina Horsely that the scheduled webinar would be moving forward. Rocco R. and Christy C. will be doing a site visit in Toronto, next Monday, the 19th.</p>	
Strategic Planning	<p>Brendan O'Neill shared that he just recently heard back from the Tecker Group and that he would be meeting with them on Monday. Next steps will be discussed as well as the Tecker Group joining an in-person board meeting. Brendan O. will update the board at our next meeting.</p> <p>Brendan O'Neill announced to the board that James Belliveau would be stepping away from his board position. It was noted that Brendan O'Neill and the IAHTM board has received and accepted James Belliveau's resignation, due to outside obligations. Rocco R. stated that succession planning for this is imperative and discussion followed.</p>	<p>ACTION <i>Brendan O'Neill will review the ByLaws in preparation of filling the 2nd VP board vacancy.</i></p>
Nova Scotia Authority Central	<p>Rocco Romeo shared info about a protentional new IAHTM member and their interested in joining and attending the Toronto conference. This laundry is in Halifax and does about 10.5 million pounds. It was stated that an onboarding call would be set up. It was also proposed that we match new members with long time members at the Toronto conference so that they feel comfortable. Discussion followed.</p>	<p>MOTION <i>It was moved by Charles Berge; seconded by Chris Hansen to accept Nova Scotia Health Authority Central as a new IAHTM member;</i> CARRIED</p>
IAHTM Committees	<p>Education Committee: Rocco Romeo said all education sessions are set, but will James Belliveau's resignation, we will need some help in Toronto executing some of the events. Charles Berge offered to handle the slides and presentations each day of the sessions. Brendan O'Neill offered to help anywhere he could as well. Discussion followed.</p> <p>Organic Growth Committee: Brendan O'Neill stated that this committee met in the beginning of June and it was a very good meeting. Brendan stated that the committee is in the midst of finishing off the playbooks and hopes to have them done by the end of June.</p>	

	<p>These playbooks will provide membership with a robust set of tools to promote and build their programs and there will be a presentation at the Toronto conference to membership.</p> <p>Texcare Committee: Rocco Romeo stated that our recent meeting went well and it was proposed by Charles Berge to start the week before Texcare in Copenhagen and end in Frankfurt. Carlos Fernandes and Phil Hart are creating a route and schedule and we hope to have in med July to share. We hope to have people sign up at the Toronto Conference when this is presented.</p>	
Roundtable	<p>Discussion centered around the wildfires, effects on transportation, visit from a BC Tech Team, tunnel washers fails and recoveries, and resources to possibly hire veterans.</p>	
Date of the Next Board Meeting	<p>Brendan O'Neill stated that the next board meeting would be held via Zoom on July 12th at 12:00pm.</p>	
Adjournment	<p>The meeting was adjourned at 12:59pm EST</p>	