

BUILDING OWNERS AND MANAGERS ASSOCIATION INTERNATIONAL
2010 Winter Business Meeting
Hyatt Regency Capitol Hill
Washington, DC
Room: Columbia B

BOMA ASSOCIATION EXECUTIVE COUNCIL
Monday, February 1, 2010
BAE Session I
1:30 PM – 3:30 PM

Chair: Allyson Peters, BOMA/Orlando
Vice Chair: Patricia Schwarze, BOMA/Suburban Chicago
Secretary-Treasurer: Melanie Schrul, BOMA/Ft. Lauderdale and the Palm Beaches

Staff Liaisons: Robert C. McClure and Anita L. Smith

AGENDA

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| 1:30 – 1:40 PM | I. Welcoming Remarks and Self Introductions, Allyson Peters, Chair |
| 1:40 – 2:10 PM | II. Developing and Managing Your Reserves – Brian Green, Vice President, Finance and Information Technology, BOMA International
What are the purposes for reserves and the reasons for developing them? How do you set reserve fund goals? How much is too much? How do you protect these funds? And, when should these funds be used? |
| 2:10 – 3:00 PM | III. Social Networking from the Locals' Perspective – Panel of BAEs
This session is the second of two sessions on social networking tools. The first session will be a demonstration by the BOMA International staff at the Local Association Services Committee meeting preceding the BAE I session in which staff will highlight the activities of BOMA International in reaching its members through new networking tools. In this session hear the local perspective from fellow BAEs who have begun their own efforts to introduce these new ways within their membership. |
| 3:00 – 3:15 PM | IV. Best Practice Sharing – Expense Reduction Lightning Round |
| 3:15 – 3:30 PM | V. BAE Council Business <ul style="list-style-type: none">▪ Treasurers Report – Melanie Schrul▪ Appoint Nominating Committee – Allyson Peters▪ BAE/BOMI Task Force Report – Pat Schwarze▪ BOMA International Executive Committee Report – Marc Intermaggio▪ BOMA International Finance Committee Report – Marianne Carney▪ Scholarship Committee Report – Robin Jochims▪ BOMA One BAE Support Team – Bill Milone▪ Green Building Codes Update – Ron Burton |
| 3:30 PM | VI. Adjournment |

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BOMA ASSOCIATION EXECUTIVE COUNCIL
Tuesday, February 2, 2010
BAE Session II
9:00 AM – 11:00 AM

Chair: Allyson Peters, BOMA/Orlando
Vice Chair: Patricia Schwarze, BOMA/Suburban Chicago
Secretary-Treasurer: Melanie Schrul, BOMA/Ft. Lauderdale and the Palm Beaches

Staff Liaisons: Robert C. McClure and Anita L. Smith

AGENDA

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| 9:00– 9:05 AM | I. Opening Remarks, Allyson Peters, Chair |
| 9:05 – 10:00 AM | II. The Whys, When & How of Board Training – Bob McClure, Vice President, Association Services
How should a Board training/orientation session be shaped?
What are the elements that define a good Board training session?
Learn the importance of holding these meetings, how to structure the agenda, and maximize the time and effort of your Board. |
| 10:00 – 11:00 AM | III. Open Exchange Session, Making 2010 Work for Us!
The landscape for 2010 looks like it will be on the rocky side. This session is designed to bring us together so we can share concerns, ask questions, and discuss approaches that we are taking in an attempt to successfully navigate the year. |
| 11:00 AM | V. Adjournment |