



## BOARD OF DIRECTORS MEETING AGENDA

Thursday, July 25, 2019 at 4:30 p.m.

Tampa Housing Authority – Tampa FL

Mission: **BAAA provides leadership, education and advocacy to the rental housing community.**

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1. Call to Order – Chris Koback, President
2. President’s Update – Chris Koback, President
3. Minutes of Previous Meeting – Wendy Milenkevich, Secretary
4. NAA Update – Jimmy Chestnut, Jordan Petras, Chris Koback - Delegates
5. FAA Update –Chris Koback, Jordan Petras, Jimmy Chestnut, Lisa LaVigne, Jay Thompson- Delegates
6. PAC/APAC Update – Jimmy Chestnut, Board of Trustee (NAA)
7. Treasurer’s Report – Chris Koback, President
8. Associates Council Update – Justin Frost, Associate’s Council President
9. Standing Committee Reports – Committee Chairs
  - A. Education - Debra DeSmidt/Sofia Welch/Renee Cabrera/Rose Alcalá
  - B. Membership – Jay Thompson/ Wendy Milenkevich/Doug Cullaro
  - C. Government Activities – Jimmy Chestnut /Christina Inglis
  - D. Former Presidents Council – Jordan Petras
  - E. Young Professionals –Cody Fetherolf/Garrett Andrasik/Gretchen Hamm/Lindsay Moore
  - F. Community Service – Wendy Milenkevich/Margaret Rushing
    1. Volleyball Donation for 2020
10. Ad Hoc Committee Reports – Committee Chairs
  - A. Maintenance Mania & Appreciation - Frank Ingrassia/Dave DeMaio/Tammy Trainham
  - B. Trade Show - Wendy Milenkevich/Justin Frost
  - E. Business Exchange – Leslie DeMaio/Brenda Sweeting
  - F. Golf – Chad Dewald/Joe Rifenburg
  - G. Gold Medallion Awards – Jay Thompson/Lisa LaVigne/Erin Krohne
11. Management Firm Update - Staff
12. Old Business
  - A. Bylaws Approval – Distributed 6/24/19
13. New Business
  - A. Buyers Access Partnership Proposal
14. Date of next Meeting – August 15<sup>th</sup>, 2019 – Marriott Riverside Bradenton
15. Adjournment



# Bay Area Apartment Association

## Executive Committee Meeting - Minutes

5/30/19 – 1:30 p.m. Tampa Housing Authority

- I. **Call to Order** – 2:46 pm
- II. **Roll Call** – Chris Koback, Jimmy Chestnut, Jordan Petras, Wendy Milenkevich and Staff Cecily Millan
- III. **Approval of Minutes** - The minutes of the Conference Call on 5/ 8 and on 5/28 and a motion was made, seconded and carried to accept them as presented.
- IV. **Management Task Force Recommendation** – Staff exited the room for this agenda item. Upon return Chris shared the task force recommends of pursuing self-management and putting out an RFP for an AE immediately. They recommend asking GMS to extend through the 1<sup>st</sup> quarter of 2020 and they recommend professional leadership training by an outside professional to work on internal leadership and structure. Chris has reached out to Bob Harris to schedule a training date. Conversation ensued about what led to the original resignation and what if any future role GMS might provide to the association. Due to lack of time a call will be scheduled next week to complete this conversation so that all options are reviewed with the Board and can be discussed once a special Board Meeting is scheduled in July. GMS group will provide the EC with a
- V. **Proposed Bylaws Changes** – The current and proposed bylaws were reviewed and will be discussed in more detail at the Board Meeting at 4:30 pm.
- VI. **Secretary Appointment** – Was not discussed.
- VII. **GAD Proposals & Interview Dates** – All submissions were reviewed and narrowed down to the candidates and firms that will be scheduled for interviews on 6/12/19 at BG Staffing from 10:00 – 5:00 pm. Margaret Rushing will be asked to sit in to replace Justin Frost who will not be able to attend.
- VIII. **New Business** – There was none.
- IX. **Date of Next Meeting** – Scheduled for 6/20 at 9:30 at the Marriott – To be confirmed.
- X. **Adjournment** – 4:35 pm

## Bay Area Apartment Association

Board of Directors Meeting – May 30, 2019 - 4:30 p.m.  
Tampa Housing Authority, Tampa FL

President Chris Koback called the meeting to order at 4:45 p.m. He noted that quorum was present and welcomed everyone and thanked them for attending. He asked for brief self-introductions.

**Attendees** – See chart attached. Betsy Smith was on the phone.

### President's Report

- President Koback thanked everyone for the kind love and support for the recent passing of his mother.
- Management Task Force Update – The Task Force members were announced once again as a reminder. Chris read a review of the process to date and the information gathered and evaluated and presented the Task Force recommendations. It was requested to schedule a special Board Meeting in July to further evaluate and discuss the recommendations once everyone has had time to process and the information and discuss options with GMS Group. A request was made to send the entire recommendations to the Board for review. The meeting was scheduled for 7/11/19 from 4:00-6:30 at THA.

### Minutes

- The minutes of the April Board Meeting were reviewed, a motion was made, seconded and carried to accept the minutes as presented with technical corrections referring to the 2091 instead of the 2019 Budget and that Gina DaSilva was present and Carol Dollar was on the Conference line.
- The minutes of the 5/8 & 5/28 Executive Committee Conference Call were reviewed, a motion was made, seconded and carried to accept the minutes as presented.

### NAA Update

- Apartmentalize – June 26-28<sup>th</sup> in Denver.

### FAA Update

- We are now the largest Association in the State
- 10 Year anniversary of the Leadership Lyceum and have a few special things going on this year.
- May 22-23, 2019 was the last Board Meeting in Melbourne and the 2<sup>nd</sup> Lyceum module occurred.
- Current Lyceum Graduates and candidates were recognized.
- October is the Education Conference in Orlando at Hilton Bonnet Creek and Early Bird pricing is in effect. The APAC event will be held at Mango's and tickets are available.
- Housing Affordability Committee was established and volunteers are needed.
- Staff expansion was approved for a Local Govt Affairs Director to assist affiliates in local issues.
- BCMFA & BCAA will have shared management going forward.
- Bylaws change – Product Service Council to Florida Suppliers Council.

### PAC & APAC Update

- The APAC goal has been met and an event will be held later this year to raise additional funds.
- There will be a Poker for PAC event 6/11 at Debry Lane. We have met \$2650 of our \$10,400 goal. We do have over \$4000 available to be used to support local candidates.

### Treasurers Report

- There was a brief review of the April financials. After review, a motion was made, seconded and carried to accept the un audited financials.

### Associates Council Update

- There was no report.



## **Standing Committee Reports**

### **Education**

- Corporate Social Responsibility was cancelled due to lack of attendance.
- Active Shooter class will be in October – the date and location had to change.
- 2 Legal Classes with Harry Heist will be held this year in Sarasota and St. Petersburg.
- An updated calendar is available.

### **Membership**

- Associate Members - 238
- Unit Count is 179,877
- Meeting attendance May was 950+ at the Trade Show.
- A list of new members was presented.

A motion was made, seconded and carried to accept the Membership Report.

- The Decal Contest was reviewed and participation was encouraged.
- Texting code was distributed for everyone to get signed up for notifications and updates.
- 4 blitzing events have been scheduled to visit new construction and existing properties that are not members.

### **Government Activities**

- The next meeting in 6/18 at 9:00 am at BG Staffing.
- GAD RFP responses were reviewed and narrowed down to those that will be interviewed on 6/11.
- We recently met with Amy Foster Councilwoman in St Petersburg – Late Fees and Housing Vouchers were put on their next agenda so we met with her to share our position and research on these issues. Amanda Gill from FAA also attended.

**Former Presidents Council** – There was no report.

### **Young Professionals**

- 6/6 is the new Connect Event 6:00 – 9:00 at Lowry Parcade.
- Working to support the PB&J on 7/12 with the Community Service Committee.
- 7/24 Bowling Event theme will be Disney Hero's vs Villain's and will be held at University lanes.
- 11/13 Bus Tour in the Fall to showcase new communities in the Bay Area. Sponsorships will be available.
- Lindsay Moore with Bainbridge was welcomed as a new co-chair from the property side.

### **Community Service**

- PB&J on 7/12 – Donations and volunteers needed to deliver and hand out afterwards.
- Hatching Hope is ongoing and we collected many items at the Trade Show.
- Habitat for Humanity workdays in Sept/Oct – want to work in all 12 Counties.
- The donation percentage for the Volleyball Tournament was discussed at length and a motion was made and amended to review again at the next meeting on 7/25/19. Staff to provide historical financial information.

## **Ad-Hoc Committee Reports**

### **Trade Show**

- There were over 950 attendees at the sold-out show.
- 2020 date is May 5<sup>th</sup> and is on a Tuesday in the same location.

### **Gold Medallion Awards**

- 1/11/20 Hilton and planning is underway.
- The Theme is a Mardi Gras Soiree.
- Next meeting is 6/17 at Top Golf.
- Ticket deadlines were reviewed.

### **Golf Committee**

- There was no report.

### **Maintenance Mania/Appreciation**

- Maintenance Appreciation at the Coliseum for indoor Corn Hole and sponsorships are available.

### **Business Exchange**

- 7/18 – Armature Works with a Game Night theme. 11 Companies registered so far.

### **Management Company Report – Staff gave a brief report on the following:**

- Thanks You's were received from the Veteran's Home for the sandwich's after Trade Show and from Hillsborough Education Foundation for the donation from the YP Bowling event.
- Jeff Brandes was named our Legislator of the Year and will be attending an upcoming meeting to receive his award.
- NAAEI Visto revenue share to us will be approximately \$1200 quarterly.

### **Old Business**

- Current & proposed Bylaw's were distributed and approved for distribution with the addition of "if possible" to Nominations on page 3 part D.

### **New Business**

- Directory Listing Options – There was discussion about restricting the Directory listing for the Associate members in an effort to reduce the scraping of our website and eventual spamming of our members that they gain access to via email. Options would be to have a mandatory login or a contact form scenario. It was agreed to the Contact Form option.

**Next Meeting** – The next meeting will be at 4:30 p.m. on July 11 and the 25th, 2019 at the Tampa Housing Authority.

**Adjournment** – There being no further business, there was a motion made, seconded and carried to adjourn the meeting at 6:15 p.m.

2019 BAAA Board Meeting Attendance

Name	Position	Organization Name	Jan-19	19-Feb	19-Apr	19-May	19-Jul	19-Aug	19-Oct	19-Dec
Christopher Koback	2019 President	South Oxford Management	x	x	x	x				
Jimmy Chestnut	Vice President & Committee Chair	Waypoint Residential	x	x						
Wendy Milienkevich	Treasurer & Committee Chair	Windtree Apartments	x	x						
Jordan Petras	Former President & Committee Chair	Carrroll Management	x	x	x	x				
Justin Frost	Associate's Council President & Committee Chair	Affinity Waste Solutions	x	x	x	x				
Angela Miller	Associate Director	RentPath	x	x	x	x				
Richard Katat	Associate Director	Fleetwash Services	x	x	x	x				
Lisa LaVigne	Associate's Council Former President & Committee Chair	RealFloors	x	x	x	x				
Margaret Rushing	Associate's Council Vice President & Committee Chair	Advanced Plumbing	x	x	x	x				
Brenda Sweeting	Committee Chair	Absolutely Amazing Refinishing	x	x	x					
Christina Inglis	Committee Chair	RentPath	x	x		x				
Cody Fetherolf	Committee Chair	Weller Management	x		x					
David DeMaio	Committee Chair	Absolutely Amazing Refinishing	x	x						
Doug Cullaro	Committee Chair	Capstone Credit & Collections	x	x	x	x				
Garret Andrasik	Committee Chair	Universal Contractors	x			x				
Gretchen Hamm	Committee Chair	The Liberty Group	x	x						
Joe Rifenburg	Committee Chair		x							
Renee Cabrera	Committee Chair	Florida Paints	x							
Tammy Trainham-Ridgell	Committee Chair	Absolutely Amazing Refinishing								
Jay Thompson	Committee Chair	Grace Hill	x			x				
Lindsay Morre	Committee Chair	Bainbridge				x				
Amy Coletti	Director	KRI Properties	x	x						
Betsy Smith	Director	NRP Group	x		x	x				
Carol Dollar	Director	Richman Properties	x	x	x	x				
Cindy Odom	Director	Graystar	x	x	x	x				
Clint Snouwaert	Director	Carrroll Management	x	x	x	x				
Connie Garcia	Director	SPM Property Management	x	x	x					
Elizabeth Collins	Director	JMG Realty	x							
Geoff Harlan	Director	Blue Sky Communities	x	x	x	x				
Gina DaSilva	Director	Mezzo of Tampa Palms	x	x	x	x				
Jessica Rivera	Director	Pinnacle	x	x	x					
Chad Dewald	Director & Committee Chair	Franklin Street	x	x						
Erin Krohne	Director & Committee Chair	Venterra Realty	x		x					
Frank Ingrassia	Director & Committee Chair	Carrroll Management	x	x	x	x				
Leslie DeMaio	Director & Committee Chair	Milestone Management	x	x	x	x				
Rose Alcala	Director & Committee Chair	American Royal Management	x							
Sofia Welch	Director & Committee Chair	South Oxford Management	x							

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# Bay Area Apartment Association

## Executive Committee Meeting - **Minutes**

6/20/19 – 9:30 a.m. Marriott Westshore

- I. **Call to Order – 9:47 am**
- II. **Roll Call – Jimmy, Justin, Wendy, Jordan, Chris and Cecily**
- III. **Management Task Force Recommendation Update/Discussion**
  - Review of proposed GMS staffing structure and fees.
  - Discussion of pros and cons of in-house staffing vs management company
  - There was consensus to go in-house and to secure Cecily Millan to serve as the Association Executive.
- IV. **Proposed Bylaws Changes – After reviewing suggested changes by John McDermott it was agreed to go ahead and send back out to the membership for approval of the additional changes.**
- V. **Secretary Appointment Update – Chris has met with 3 people and has 2 more people to meet with will hopefully have a selection and confirmation by the 7/11 or 7/25 meeting.**
- VI. **GAD Update – The Candidate selected has accepted our offer and is preparing his contract with a hopeful start date of 7/15/19. His information will be presented to the Board for approval on 7/11/19.**
- VII. **Leadership Training – Bob Harris**
  - a. **Dinner on the 7<sup>th</sup> – The EC will have dinner with Bob at Cooper’s Hawk on the 7<sup>th</sup> to prepare for the training on the 8<sup>th</sup>.**
- VIII. **New Business**
  - a. **Bank of America – Investments – One savings account has been opened and \$300,000 moved into it. After discussion it was agreed to open a 13-month CD with a rate of 4.3% with additional funds.**
  - b. **Cruise Deposit Deadline – 6/22/19 – Do another email and link the Coco Cay video and highlight the Ship and swimming with the pigs. Email to the Board a personal invite from Chris.**
- IX. **Date of Next Meeting – 7/11/19 at 2:30 at THA**
- X. **Adjournment – MSC 11:33 am**



# Bay Area Apartment Association

## Executive Committee Meeting - **Minutes**

7/11/19 – 2:30 p.m. Tampa Housing Authority

- I. **Call to Order** – The meeting was called to order at 2:47 pm
- II. **Roll Call** – Chris Koback, Justin Frost, Jimmy Chestnut, Wendy Milenkevich, Jordan Petras & Leslie DeMaio. President Koback and the other members of the EC welcomed Leslie DeMaio as the new Secretary.
- III. **Management Recommendation Update** – Jen from NAA cancelled and Josh from FAA will be in attendance. Chris reviewed the questions and comments that have been submitted in preparation for today's Special Board Meeting. There was a review of the calculations and methodology used in preparing the Management Proposal that will be reviewed today. Staff was asked to contact BG Staffing for a payroll quote.
- IV. **Secretary Appointment Update** – A motion was made, seconded and carried to accept President Kobacks recommendation of Leslie DeMaio to serve as Secretary and Wendy Milenkevich to serve as Treasurer.
- V. **GAD Update.** – There was discussion and approval for ½ of Scott Morris travel expenses from interviewing for the position. Eric Garduno, the new GAD will go on GMS Payroll. His salary will be \$110,000 with no prepaid mileage allowance, it will be billed and paid back as needed. Other contract details (revised GMS Contract to include Eric & payroll fees) and timelines were discussed but no action can be taken until the Board has made the final decision.
- VI. **New or Old Business** – There was none.
- VII. **Date of Next Meeting** – 7/25/19 at 2:30 at THA
- VIII. **Adjournment** – A motion was made, seconded and carried to adjourn the meeting at 3:47 pm.





## BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Thursday, July 11, 2019 at 4:00 p.m.  
Tampa Housing Authority – Tampa FL

Mission: ***BAAA provides leadership, education and advocacy to the rental housing community.***

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1. Call to Order – Chris Koback, President
  - The meeting was called to order at 4:05 pm by President Koback. He welcomed everyone and asked for self-introductions. He thanked Josh Gold from FAA for being there and Welcomed Leslie DeMaio as the new Secretary.
2. Government Affairs Director Position Recommendation, Jimmy Chestnut & Wendy Milenkevich
  - 29 very qualified candidates and firms responded to the position. 2 firms and 6 individuals were interviewed and Eric Garduno was selected based on his skill sets, experience and general demeanor. He will be hired under GMS Group. There was discussion about if there was a termination clause and it was agreed that none was needed since he would be employed by GMS Group (not contracted) and Florida is a “Right to work State”. A motion was made, seconded and carried to approve the hiring of Eric Garduno.
3. Management Recommendation, Chris Koback & Jimmy Chestnut
  - Chris brought the next item on the agenda to the board pertaining to the management contract and the recommendation by the task force. Chris introduced Josh Gold who was involved with the Task Force.
  - Josh Gold read the task forces recommendation.
  - Jimmy at that point took over explaining the difference in the Task Force numbers vs. the BAAA analysis. Jimmy also made it known that the EC had talked to Cecily about coming aboard as the Executive Director.
  - Discussion took place and was very complimentary of the GMS group. At this time, it was, however, brought up for us to do a job posting.
  - Christina Inglis made a motion to place a job posting with a 2<sup>nd</sup> from Angela Miller. Discussion took place and then a motion was passed.
  - Chris stated that he would receive all resumes and put a task force together to interview. Josh Gold recommended no more than 6 people.
4. Old Business - There was none
5. New Business – There was none
6. Date of next Meeting – July 25, 2019 – Tampa Housing Authority & August 8, 2019 Bob Harris Training – THA
7. Adjournment - Chris asked for a motion to adjourn the meeting as there was no other business. Frank made a motion and a 2<sup>nd</sup> from Lori Krull. The meeting was adjourned at 5:35 pm.

2019 BAAA Board Meeting Attendance

Name	Position	Organization Name	Jan-19	19-Feb	19-Apr	19-May	19-Jul	19-Aug	19-Oct	19-Dec
Christopher Koback	2019 President	South Oxford Management	x	x	x	x				
Jimmy Chestnut	Vice President & Committee Chair	Waypoint Residential	x	x		x				
Leslie DeMaio	Secretary & Committee Chair	V/nings at Hunter's Green	x	x	x	x				
Wendy Milenkevich	Treasurer & Committee Chair	Windtree Apartments	x	x		x				
Jordan Petras	Former President & Committee Chair	Carroll Management	x	x	x	x				
Justin Frost	Associate's Council President & Committee Chair	Affinity Waste Solutions	x	x	x	x				
Angela Miller	Associate Director	RentPath	x	x	x	x				
Richard Katat	Associate Director	Fleetwash Services	x	x	x	x				
Lisa LaVigne	Associate's Council Former President & Committee Chair	RealFloors	x	x	x	x				
Margaret Rushing	Associate's Council Vice President & Committee Chair	Advanced Plumbing	x	x	x	x				
Brenda Sweeting	Committee Chair	Absolutely Amazing Refinishing	x	x	x	x				
Christina Inglis	Committee Chair	RentPath	x	x		x				
Cody Fetherolf	Committee Chair	Weller Management	x		x	x				
David DeMaio	Committee Chair	Absolutely Amazing Refinishing		x						
Doug Cullaro	Committee Chair	Capstone Credit & Collections	x	x	x	x				
Garret Andrasik	Committee Chair	Universal Contractors	x	x	x	x				
Gretchen Hamm	Committee Chair	The Liberty Group	x	x		x				
Joe Rifenburg	Committee Chair		x							
Renee Cabrera	Committee Chair	Florida Paints	x							
Tammy Trainham-Ridgell	Committee Chair	Absolutely Amazing Refinishing								
Jay Thompson	Committee Chair	Grace Hill	x			x				
Lindsay Morre	Committee Chair	Bainbridge				x				
Amy Coletti	Director	KRI Properties	x	x						
Betsy Smith	Director	NRP Group	x		x	x				
Carol Dollar	Director	Richman Properties	x	x	x	x				
Cindy Odom	Director	Graystar	x	x	x	x				
Clint Snouwaert	Director	Carroll Management	x	x	x	x				
Connie Garcia	Director	SPM Property Management	x	x	x					
Elizabeth Collins	Director	JMG Realty	x							
Geoff Harlan	Director	Blue Sky Communities	x	x	x	x				
Gina Dasilva	Director	Mezzo of Tampa Palms	x	x	x	x				
Jessica Rivera	Director	Highmark Residential	x	x	x	x				
Chad Dewald	Director & Committee Chair	Franklin Street	x	x		x				
Erin Krohne	Director & Committee Chair	Venterra Realty	x		x				Resigned	
Frank Ingrassia	Director & Committee Chair	Carroll Management	x	x	x	x				
Rick Loveland	Director & Committee Chair	Duval Park							Appointed	
Ross Alcalá	Director & Committee Chair	American Royal Management	x							
Sofia Welch	Director & Committee Chair	South Oxford Management	x							x



# Bay Area Apartment Association

## BUDGET VS. ACTUALS: 2019 BUDGET - FY19 P&L

June 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
41009 Total Dues Inc				
41000 Regular Dues	7,276.53	7,000.00	276.53	103.95 %
41005 Dues Associates	2,300.00	2,000.00	300.00	115.00 %
<b>Total 41009 Total Dues Inc</b>	<b>9,576.53</b>	<b>9,000.00</b>	<b>576.53</b>	<b>106.41 %</b>
41019 DINNER INCOME				
41010 Dinner Income	2,043.27	2,500.00	-456.73	81.73 %
41015 Dinner Sponsor	750.00	750.00	0.00	100.00 %
41016 Associate Council Inc	1,840.00	2,000.00	-160.00	92.00 %
<b>Total 41019 DINNER INCOME</b>	<b>4,633.27</b>	<b>5,250.00</b>	<b>-616.73</b>	<b>88.25 %</b>
41029 EDUCATION INCOME				
41020 Education - NAA	4,367.00	4,300.00	67.00	101.56 %
41020.1 NAA Education Sponsors	299.00	299.00	0.00	100.00 %
41025 Education - BAAA	928.00	1,000.00	-72.00	92.80 %
41025.1 BAAA Education Sponsors	300.00	299.00	1.00	100.33 %
<b>Total 41029 EDUCATION INCOME</b>	<b>5,894.00</b>	<b>5,898.00</b>	<b>-4.00</b>	<b>99.93 %</b>
41030 Bayline Income (990T)	1,540.00	1,500.00	40.00	102.67 %
41069 EVENTS INCOME				
41033 Young Professionals Income	45.00		45.00	
41034 Trade Show Sponsorship	275.00	0.00	275.00	
41035 Trade Shows	1,125.00	1,850.00	-725.00	60.81 %
41035.5 Trade Show Admission	1,580.89	1,400.00	180.89	112.92 %
41036 Business Exchange Income	3,465.00	5,000.00	-1,535.00	69.30 %
41037 Maintenance Mania Income	180.00	100.00	80.00	180.00 %
41038 Maintenance Mania Sponsors	400.00	0.00	400.00	
41039 Legislative Day		0.00	0.00	
41045.1 Auction Dinners	35.00		35.00	
41045.2 Golf	2,475.00	2,500.00	-25.00	99.00 %
41045.3 GMA Awards	454.38	0.00	454.38	
41045.5 GMA Awards Sponsor	1,578.58	0.00	1,578.58	
41070.6 Volleyball	2,461.39	2,500.00	-38.61	98.46 %
41070.7 Volleyball Sponsor	1,662.52	1,600.00	62.52	103.91 %
<b>Total 41069 EVENTS INCOME</b>	<b>15,737.76</b>	<b>14,950.00</b>	<b>787.76</b>	<b>105.27 %</b>
41089 OTHER INCOME				
41064 Website Income	360.00	1,458.33	-1,098.33	24.69 %
41065 Invoice Convenience Fee	342.14	416.67	-74.53	82.11 %
41070 Community Service Income	880.00		880.00	
41075 Interest		25.00	-25.00	
41080.1 Blue Moon Rebate		0.00	0.00	
41080.5 FAA APAC	360.00	350.00	10.00	102.86 %
41081 NAA Bulk Conference Reg	250.00		250.00	
41082 FAA Dividend Program	8,580.53	0.00	8,580.53	



	ACTUAL	TOTAL		% OF BUDGET
		BUDGET	OVER BUDGET	
41084 Affiliate Assistance Fund		0.00	0.00	
41085 NAA PAC	3,134.83	5,000.00	-1,865.17	62.70 %
<b>Total 41089 OTHER INCOME</b>	<b>13,907.50</b>	<b>7,250.00</b>	<b>6,657.50</b>	<b>191.83 %</b>
41090 BOD INCOME				
41090.2 BOD Reimbursement (FAA)		0.00	0.00	
<b>Total 41090 BOD INCOME</b>		<b>0.00</b>	<b>0.00</b>	
Unapplied Cash Payment Income	0.01		0.01	
<b>Total Income</b>	<b>\$51,289.07</b>	<b>\$43,848.00</b>	<b>\$7,441.07</b>	<b>116.97 %</b>
<b>GROSS PROFIT</b>	<b>\$51,289.07</b>	<b>\$43,848.00</b>	<b>\$7,441.07</b>	<b>116.97 %</b>
Expenses				
62004 Dues				
62000 Dues - NAA	7,143.64	7,400.83	-257.19	96.52 %
62001 Dues - FAA	3,427.48	3,515.00	-87.52	97.51 %
62002 Dues - Other		600.00	-600.00	
62003 Dues - Billing/Collect		0.00	0.00	
<b>Total 62004 Dues</b>	<b>10,571.12</b>	<b>11,515.83</b>	<b>-944.71</b>	<b>91.80 %</b>
62009 Dinner				
62005 Dinner Expense	7,820.69	7,800.00	20.69	100.27 %
62005.1 Dinner Sponsor Exp		200.00	-200.00	
62005.2 Dinner Speaker Expense		0.00	0.00	
<b>Total 62005 Dinner Expense</b>	<b>7,820.69</b>	<b>8,000.00</b>	<b>-179.31</b>	<b>97.76 %</b>
62008 Associate Council Meals		4,000.00	-4,000.00	
<b>Total 62009 Dinner</b>	<b>7,820.69</b>	<b>12,000.00</b>	<b>-4,179.31</b>	<b>65.17 %</b>
62014 EDUCATION				
62010 Education - NAA	182.37	200.00	-17.63	91.19 %
62011 Education - BAAA	298.53	200.00	98.53	149.27 %
<b>Total 62014 EDUCATION</b>	<b>480.90</b>	<b>400.00</b>	<b>80.90</b>	<b>120.23 %</b>
62019 BAYLINE (990T)				
62015 Bayline - Printing	39.00	0.00	39.00	
62017 Bayline - Postage		0.00	0.00	
<b>Total 62019 BAYLINE (990T)</b>	<b>39.00</b>	<b>0.00</b>	<b>39.00</b>	
62029 Event Expenses				
62020 Trade Show	100.00	5,091.67	-4,991.67	1.96 %
62022.2 Golf Exp		0.00	0.00	
62022.3 GMA Expense	148.57	200.00	-51.43	74.29 %
62022.6 Business Exchange Exp		6,675.00	-6,675.00	
62022.8 Maintenance Mania Exp		0.00	0.00	
62027.5 Legislative Day Exp		0.00	0.00	
62033.5 Spikes Volleyball Exp	11,000.00	11,000.00	0.00	100.00 %
<b>Total 62029 Event Expenses</b>	<b>11,248.57</b>	<b>22,966.67</b>	<b>-11,718.10</b>	<b>48.98 %</b>
62032 Travel - Staff	1,537.13	1,600.00	-62.87	96.07 %
62039 BOD EXPENSE				
62030 Travel - NAA	474.81	1,500.00	-1,025.19	31.65 %
62031 Travel - FAA	1,190.10	2,000.00	-809.90	59.51 %
62038 BOD Meeting	500.00	0.00	500.00	
<b>Total 62039 BOD EXPENSE</b>	<b>2,164.91</b>	<b>3,500.00</b>	<b>-1,335.09</b>	<b>61.85 %</b>
62050 GENERAL ADMIN EXP	1,304.78		1,304.78	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
62040 Mgmt Fee	37,170.83	37,170.83	0.00	100.00 %
62040.5 GACC Management	1,600.00	6,000.00	-4,400.00	26.67 %
62042 Postage		45.00	-45.00	
62043 Legal/Accounting		750.00	-750.00	
62044 Insurance		0.00	0.00	
62045 Bank Charges	15.00	20.00	-5.00	75.00 %
62047 Office Expense/Records	309.13	20.83	288.30	1,484.06 %
62048 Miscellaneous Expense		75.00	-75.00	
62048.5 FAA APAC Exp	200.00	0.00	200.00	
62049 Taxes		538.75	-538.75	
62052 NAA PAC Expense	7,005.74	13,000.00	-5,994.26	53.89 %
62053 Texting Exp	53.00	15.00	38.00	353.33 %
62054 Credit Card Fees	773.17	5,000.00	-4,226.83	15.46 %
62057 Web Site Expense	102.94	250.00	-147.06	41.18 %
62057.5 Website Software		530.00	-530.00	
<b>Total 62050 GENERAL ADMIN EXP</b>	<b>48,534.59</b>	<b>63,415.41</b>	<b>-14,880.82</b>	<b>76.53 %</b>
62060 COMMITTEE EXPENSES	120.00		120.00	
62022.4 Young Professionals Group		37.50	-37.50	
62033 Community Service		16.67	-16.67	
62034 Education Committee		25.00	-25.00	
62035 Membership Committee	212.73	50.00	162.73	425.46 %
62035.6 GACC Committee	8.56	0.00	8.56	
62036 Associates Committee		16.67	-16.67	
62036.5 Trade Show Committee		25.00	-25.00	
62037 GMA Committee		66.67	-66.67	
62088 Marketing & Branding	25.00	100.00	-75.00	25.00 %
<b>Total 62060 COMMITTEE EXPENSES</b>	<b>366.29</b>	<b>337.51</b>	<b>28.78</b>	<b>108.53 %</b>
<b>Total Expenses</b>	<b>\$82,763.20</b>	<b>\$115,735.42</b>	<b>\$ -32,972.22</b>	<b>71.51 %</b>
NET OPERATING INCOME	<b>\$ -31,474.13</b>	<b>\$ -71,887.42</b>	<b>\$40,413.29</b>	<b>43.78 %</b>
NET INCOME	<b>\$ -31,474.13</b>	<b>\$ -71,887.42</b>	<b>\$40,413.29</b>	<b>43.78 %</b>

# Bay Area Apartment Association

## BUDGET VS. ACTUALS: 2019 BUDGET - FY19 P&L

January - June, 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
41009 Total Dues Inc				
41000 Regular Dues	396,427.18	390,000.00	6,427.18	101.65 %
41005 Dues Associates	78,532.38	77,000.00	1,532.38	101.99 %
<b>Total 41009 Total Dues Inc</b>	<b>474,959.56</b>	<b>467,000.00</b>	<b>7,959.56</b>	<b>101.70 %</b>
41019 DINNER INCOME				
41010 Dinner Income	15,932.44	29,700.00	-13,767.56	53.64 %
41015 Dinner Sponsor	3,250.00	3,250.00	0.00	100.00 %
41016 Associate Council Inc	3,100.00	3,250.00	-150.00	95.38 %
<b>Total 41019 DINNER INCOME</b>	<b>22,282.44</b>	<b>36,200.00</b>	<b>-13,917.56</b>	<b>61.55 %</b>
41029 EDUCATION INCOME				
41020 Education - NAA	23,736.50	28,800.00	-5,063.50	82.42 %
41020.1 NAA Education Sponsors	598.00	598.00	0.00	100.00 %
41025 Education - BAAA	38,589.57	25,500.00	13,089.57	151.33 %
41025.1 BAAA Education Sponsors	3,505.92	3,393.00	112.92	103.33 %
<b>Total 41029 EDUCATION INCOME</b>	<b>66,429.99</b>	<b>58,291.00</b>	<b>8,138.99</b>	<b>113.96 %</b>
41030 Bayline Income (990T)	8,260.00	6,850.00	1,410.00	120.58 %
41069 EVENTS INCOME				
41033 Young Professionals Income	582.51		582.51	
41034 Trade Show Sponsorship	25,924.00	19,825.00	6,099.00	130.76 %
41035 Trade Shows	143,616.50	144,850.00	-1,233.50	99.15 %
41035.5 Trade Show Admission	7,561.38	6,000.00	1,561.38	126.02 %
41036 Business Exchange Income	7,366.00	8,750.00	-1,384.00	84.18 %
41037 Maintenance Mania Income	10,322.63	10,200.00	122.63	101.20 %
41038 Maintenance Mania Sponsors	6,640.00	6,700.00	-60.00	99.10 %
41039 Legislative Day	500.00	500.00	0.00	100.00 %
41045.1 Auction Dinners	1,102.00		1,102.00	
41045.2 Golf	39,760.01	36,500.00	3,260.01	108.93 %
41045.3 GMA Awards	33,438.21	33,300.00	138.21	100.42 %
41045.4 Auction Items	225.00		225.00	
41045.5 GMA Awards Sponsor	31,964.00	30,000.00	1,964.00	106.55 %
41047 Auction Sponsorship	100.00		100.00	
41056 Nat'l Apt Housing Day	165.00		165.00	
41056.5 NAHD Sponsorship	300.00		300.00	
41057 Govt Affairs Round Table - GART	400.00		400.00	
41070.6 Volleyball	23,063.34	23,000.00	63.34	100.28 %
41070.7 Volleyball Sponsor	18,723.93	19,400.00	-676.07	96.52 %
<b>Total 41069 EVENTS INCOME</b>	<b>351,754.51</b>	<b>339,025.00</b>	<b>12,729.51</b>	<b>103.75 %</b>
41089 OTHER INCOME				
41064 Website Income	1,911.40	8,749.98	-6,838.58	21.84 %
41065 Invoice Convenience Fee	1,991.42	2,500.02	-508.60	79.66 %
41070 Community Service Income	2,235.90		2,235.90	

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	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
41075 Interest	82.79	150.00	-67.21	55.19 %
41080.1 Blue Moon Rebate	3,700.00	3,500.00	200.00	105.71 %
41080.5 FAA APAC	19,513.06	19,300.00	213.06	101.10 %
41081 NAA Bulk Conference Reg	250.00		250.00	
41082 FAA Dividend Program	32,660.53	24,000.00	8,660.53	136.09 %
41084 Affiliate Assistance Fund		0.00	0.00	
41085 NAA PAC	6,904.24	11,655.00	-4,750.76	59.24 %
<b>Total 41089 OTHER INCOME</b>	<b>69,249.34</b>	<b>69,855.00</b>	<b>-605.66</b>	<b>99.13 %</b>
41090 BOD INCOME				
41090.2 BOD Reimbursement (FAA)	390.83	0.00	390.83	
<b>Total 41090 BOD INCOME</b>	<b>390.83</b>	<b>0.00</b>	<b>390.83</b>	
Unapplied Cash Payment Income	10.01		10.01	
<b>Total Income</b>	<b>\$993,336.68</b>	<b>\$977,221.00</b>	<b>\$16,115.68</b>	<b>101.65 %</b>
<b>GROSS PROFIT</b>	<b>\$993,336.68</b>	<b>\$977,221.00</b>	<b>\$16,115.68</b>	<b>101.65 %</b>
Expenses				
62004 Dues				
62000 Dues - NAA	42,861.84	44,404.98	-1,543.14	96.52 %
62001 Dues - FAA	20,564.88	21,090.00	-525.12	97.51 %
62002 Dues - Other	595.00	600.00	-5.00	99.17 %
62003 Dues - Billing/Collect	1,503.96	1,200.00	303.96	125.33 %
<b>Total 62004 Dues</b>	<b>65,525.68</b>	<b>67,294.98</b>	<b>-1,769.30</b>	<b>97.37 %</b>
62009 Dinner				
62005 Dinner Expense	30,139.95	25,295.00	4,844.95	119.15 %
62005.1 Dinner Sponsor Exp		400.00	-400.00	
62005.2 Dinner Speaker Expense		0.00	0.00	
<b>Total 62005 Dinner Expense</b>	<b>30,139.95</b>	<b>25,695.00</b>	<b>4,444.95</b>	<b>117.30 %</b>
62008 Associate Council Meals	-68.08	4,000.00	-4,068.08	-1.70 %
<b>Total 62009 Dinner</b>	<b>30,071.87</b>	<b>29,695.00</b>	<b>376.87</b>	<b>101.27 %</b>
62014 EDUCATION				
62010 Education - NAA	6,839.40	6,930.00	-90.60	98.69 %
62011 Education - BAAA	21,920.51	22,000.00	-79.49	99.64 %
<b>Total 62014 EDUCATION</b>	<b>28,759.91</b>	<b>28,930.00</b>	<b>-170.09</b>	<b>99.41 %</b>
62019 BAYLINE (990T)				
62015 Bayline - Printing	2,868.00	3,265.00	-397.00	87.84 %
62017 Bayline - Postage	3,122.78	1,200.00	1,922.78	260.23 %
<b>Total 62019 BAYLINE (990T)</b>	<b>5,990.78</b>	<b>4,465.00</b>	<b>1,525.78</b>	<b>134.17 %</b>
62029 Event Expenses				
62018 Young Professionals Exp	4,296.15		4,296.15	
62020 Trade Show	72,223.53	30,550.02	41,673.51	236.41 %
62022.2 Golf Exp	26,734.17	34,080.00	-7,345.83	78.45 %
62022.3 GMA Expense	117,537.18	127,875.00	-10,337.82	91.92 %
62022.5 BAAA Cruise	604.39		604.39	
62022.6 Business Exchange Exp	10,137.91	17,075.00	-6,937.09	59.37 %
62022.8 Maintenance Mania Exp	22,007.37	20,729.00	1,278.37	106.17 %
62027.5 Legislative Day Exp	1,305.21	2,000.00	-694.79	65.26 %
62033.5 Spikes Volleyball Exp	38,110.82	41,200.00	-3,089.18	92.50 %
<b>Total 62029 Event Expenses</b>	<b>292,956.73</b>	<b>273,509.02</b>	<b>19,447.71</b>	<b>107.11 %</b>

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	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
62032 Travel - Staff	16,445.21	17,100.00	-654.79	96.17 %
<b>62039 BOD EXPENSE</b>				
62030 Travel - NAA	12,696.62	16,544.00	-3,847.38	76.74 %
62031 Travel - FAA	5,150.38	6,500.00	-1,349.62	79.24 %
62038 BOD Meeting	9,364.87	4,700.00	4,664.87	199.25 %
<b>Total 62039 BOD EXPENSE</b>	<b>27,211.87</b>	<b>27,744.00</b>	<b>-532.13</b>	<b>98.08 %</b>
62050 GENERAL ADMIN EXP	1,304.78		1,304.78	
62023 Mkt Survey - Contractor	78.00		78.00	
62040 Mgmt Fee	260,195.81	223,024.98	37,170.83	116.67 %
62040.5 GACC Management	10,202.00	36,000.00	-25,798.00	28.34 %
62042 Postage	18.94	270.00	-251.06	7.01 %
62043 Legal/Accounting	2,555.00	4,500.00	-1,945.00	56.78 %
62044 Insurance		0.00	0.00	
62045 Bank Charges	248.35	120.00	128.35	206.96 %
62047 Office Expense/Records	1,231.08	124.98	1,106.10	985.02 %
62048 Miscellaneous Expense	9,792.92	450.00	9,342.92	2,176.20 %
62048.5 FAA APAC Exp	25,781.18	25,500.00	281.18	101.10 %
62049 Taxes	1,591.75	600.00	991.75	265.29 %
62052 NAA PAC Expense	7,005.74	14,000.00	-6,994.26	50.04 %
62053 Texting Exp	318.00	90.00	228.00	353.33 %
62054 Credit Card Fees	17,079.22	30,000.00	-12,920.78	56.93 %
62057 Web Site Expense	761.49	1,500.00	-738.51	50.77 %
62057.5 Website Software	9,279.00	9,830.00	-551.00	94.39 %
<b>Total 62050 GENERAL ADMIN EXP</b>	<b>347,443.26</b>	<b>346,009.96</b>	<b>1,433.30</b>	<b>100.41 %</b>
62060 COMMITTEE EXPENSES	120.00		120.00	
62022.4 Young Professionals Group	-150.00	225.00	-375.00	-66.67 %
62033 Community Service	900.19	100.02	800.17	900.01 %
62034 Education Committee		150.00	-150.00	
62035 Membership Committee	7,024.71	6,400.00	624.71	109.76 %
62035.6 GACC Committee	1,094.56	1,000.00	94.56	109.46 %
62036 Associates Committee		100.02	-100.02	
62036.5 Trade Show Committee	63.00	150.00	-87.00	42.00 %
62037 GMA Committee	41.72	400.02	-358.30	10.43 %
62088 Marketing & Branding	70.97	600.00	-529.03	11.83 %
<b>Total 62060 COMMITTEE EXPENSES</b>	<b>9,165.15</b>	<b>9,125.06</b>	<b>40.09</b>	<b>100.44 %</b>
<b>Total Expenses</b>	<b>\$823,570.46</b>	<b>\$803,873.02</b>	<b>\$19,697.44</b>	<b>102.45 %</b>
NET OPERATING INCOME	<b>\$169,766.22</b>	<b>\$173,347.98</b>	<b>\$-3,581.76</b>	<b>97.93 %</b>
NET INCOME	<b>\$169,766.22</b>	<b>\$173,347.98</b>	<b>\$-3,581.76</b>	<b>97.93 %</b>

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## BAAA Committee Report

Email address \*

wmilenkevich@gmail.com

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Committee Name: \*

Membership ▼

Person Submitting this Report: \*

Wendy Milenkevich

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Date of Last Meeting: \*

MM DD YYYY

06 / 17 / 2019

Date of Next Meeting: \*

8/19/19

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Action Items in Progress/Pending: \*

new construction and non member visits

Action Items Completed Since Last Report: \*

new member reception and new member packets sent out

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2019 Goals & Budget Status Update \*

Nothing

Recommendations/Questions for Board: \*

board members to attend new members reception.

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## 2019 Bay Area Apartment Association Membership and Meeting Recap

Associates Members Table												
Year	J	F	M	A	M	J	Ju	A	S	O	N	D
2014	227	228	228	<b>183</b>	193	197	203	209	210	220	223	224
2015	229	243	190	201	220	225	228	229	235	236	239	244
2016	244	252	176	197	213	217	223	230	236	242	245	248
2017	250	255	265	215	220	225	230	234	237	240	244	249
2018	259*	263	269	201	207	216	230	243	244	248	249	249
2019	253	255	261	238	243	249						
<b>Goal</b>	<b>270</b>											

Meeting Attendance												
Year	J	F	M	A	M	J	Ju	A	S	O	N	D
2014	110	347	84	86	600+	83	130	166	129	225	109	88
2015	475	0	56	106	800+	110	133	116	199	90	220	451
2016	72	340	68	133	700+	100	132	210	32	267	65	528
2017	0	225	83	99/102	700+	150	111	200	0	77/183	70	182
2018	600+	416	151	550+	700+	0	209	225G 176B	65 south	250	82	240
2019	700+	265	265	550+	950+	80						

BAAA Unit Count												
Year	J	F	M	A	M	J	Ju	A	S	O	N	D
2014	124529	123656	125034	<b>111704</b>	114712	119275	121243	121722	121833	123540	124520	125213
2015	125435	126444	110788	119108	120533	122022	122212	122808	124019	124864	126109	127916
2016	127972	129341	114279	121978	128780	130137	132874	132874	133778	134367	135003	137289
2017	141898	143681	144031	129024	132520	134522	138621	141347	142049	143114	145133	146440
2018	164784*	166135	170675	150595	155205	156209	158156	157967	162789	166561	171068	171894
2019	172771	176462	180631	179877	182084	184159						
<b>Goal</b>	<b>180,000</b>											

# May 2019 New Members:

Name	Member Type Name	Management Company	Contact Info Phon	Description
Alexander's Property Maintenance	Associate/Vendor		(727)535-7314	Landscaping & Lawn Maintenance
Aria at Bradenton	Apartment Community	NRP Group LLC	(941)213-0225	302
Colonial Bluffs Apartments	Apartment Community	Self-Managed	(727)754-0444	40
Jetty	Associate/Vendor		(813)391-3711	Renter's Insurance   Security Deposit Alternative   R
National DoorStep	Associate/Vendor		(844)278-8727	Trash Porting & Valet Services   Waste Hauling   R
PGAA Promos	Associate/Vendor		(813)994-4930	Marketing/Promotional Products   Ad Specialties
Rod's Rental	Apartment Community	Self-Managed	(518)463-2883	2
Tzadik Oaks	Apartment Community	Tzadik Management	(813)322-8282	367
Windwood Oaks Apartments	Apartment Community	Ventron Management	(813)963-7127	352

# June New Members

Name	Parent Customer Name	Contact Info Phon	City	Units	Customer Areas Of Expertise
Advanced Carpet Cleaning & Pressure Washing		(813)803-6148	Tampa		Carpet Cleaning & Pressure Washing
Arbors at Carrollwood	Robbins Property Associates	(813)569-7575	Tampa	149	
BCI Integrated Solutions		(813)675-7675	Tampa		
FlowRite Metering		(813)610-2590	St. Pete		Plumbing Contractors   Sub-Metering
ONLY PRO Painters		(813)352-7004	Valrico		Painting Contractors
RG4REHB		(863)698-0153	St. Pete	2	
Sage Cleaners		(813)295-8082	Tampa		Valet Laundry/Dry Cleaning
The Adagio At Westshore	DLG Management Services	(813)254-1600	Tampa	46	
The Lofts at Brownwood	Diversified Commercial Propx	(352)750-9455		0	
Turnbury at Countyside	Valiant Residential	(727)316-6991	Clearwater	350	

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## BAAA Committee Report

Email address \*

GretchenH@TheLibertyGroup.com

Committee Name: \*

Young Professionals ▼

Person Submitting this Report: \*

Gretchen Hamm

Date of Last Meeting: \*

MM DD YYYY

07 / 17 / 2019

Date of Next Meeting: \*

8/21/2019

Action Items in Progress/Pending: \*

Bus Tour Property Confirmations

Action Items Completed Since Last Report: \*

Facebook changes/additions

2019 Goals & Budget Status Update \*

More followers on Facebook, increase posts to engage audience

Recommendations/Questions for Board: \*

The YP Committee requests free tickets to events as giveaways for engagement/contests on Facebook YP page

## BAAA Committee Report

Email address \*

wmilenkevich@gmail.com

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Committee Name: \*

Community Service ▼

Person Submitting this Report: \*

Wendy Milenkevich

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Date of Last Meeting: \*

MM DD YYYY

07 / 15 / 2019

Date of Next Meeting: \*

8/15/19

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Action Items in Progress/Pending: \*

If we can set up a work day with Amazing Ministries

Action Items Completed Since Last Report: \*

PBJ event

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2019 Goals & Budget Status Update \*

Nothing

Recommendations/Questions for Board: \*

We need more board members to attend community service events

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## It is easier to build up a child than to repair an adult- Unknown

June 17, 2019

Mrs. Cecily Millan  
Bay Area Apartment Association  
19031 N Dale Mabry Hwy  
Lutz, FL 33548-4982

Dear Cecily,

We are thankful for the opportunity to continuously serve children and families in our community who face ongoing challenges. Most of all, we are thankful for your kindness and support. Your gift of **\$11,000.00** on **6/12/2019** brings many positive changes to the thousands of children and families we serve.

Thanks to your generous support, we are embracing our 127<sup>th</sup> year of service, healing the hearts of children suffering from abuse, neglect and abandonment. With you by our side, we are able to provide all of the boys and girls in our care with a warm, nurturing place to call home, educational support and positive life experiences. Friends like you offer hope for a brighter tomorrow.

We appreciate you making a difference and allowing the Children's Home Network to unlock the potential in children and families by offering compassionate and effective services that create opportunities for their success. Your generosity benefits the lives of so many boys, girls and families who need it most.

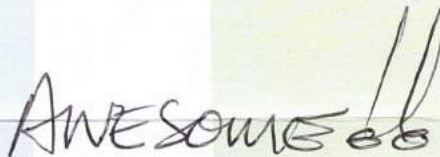
The amazing outcomes for those we serve are only possible through your generous support. We cannot adequately thank you enough for helping us improve lives and change life stories.

From all of us at the Children's Home Network, thank you!

Warmest regards,



Frank Massaro  
Director of Development



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# BAAA Committee Report

Email address \*

fingrassia13@yahoo.com

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Committee Name: \*

Maintenance Mania ▼

Person Submitting this Report: \*

Frank Ingrassia

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Date of Last Meeting: \*

MM DD YYYY

07 / 23 / 2019

Date of Next Meeting: \*

August 13, 2019

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Action Items in Progress/Pending: \*

Secure Food vendor

Action Items Completed Since Last Report: \*

None

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2019 Goals & Budget Status Update \*

\$8000.00 sponsorship goal

Recommendations/Questions for Board: \*

Sign your team up for a note of fun

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## BAAA Committee Report

Email address \*

wmilenkevich@gmail.com

---

Committee Name: \*

Trade Show

Person Submitting this Report: \*

Wendy Milenkevich

---

Date of Last Meeting: \*

MM DD YYYY

05 / 06 / 2019

Date of Next Meeting: \*

TBA

---

Action Items in Progress/Pending: \*

Next years theme

Action Items Completed Since Last Report: \*

Nothing to report

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2019 Goals & Budget Status Update \*

Busted it

Recommendations/Questions for Board: \*

Nothing at this time

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## BAAA Committee Report

Email address \*

jthompson@gracehill.com

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Committee Name: \*

Gold Medallion Awards ▼

Person Submitting this Report: \*

Jay Thompson

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Date of Last Meeting: \*

MM DD YYYY

07 / 15 / 2019

Date of Next Meeting: \*

08/19/2019

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Action Items in Progress/Pending: \*

Sponsorships (flier is out), decor, entertainment

Action Items Completed Since Last Report: \*

Flier, APAC wine service at the table

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2019 Goals & Budget Status Update \*

Sponsorship goal-\$70K. Currently have \$12,350+ in confirmed sponsorships (1 Presidential sponsorship is left!)

Recommendations/Questions for Board: \*

N/A

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# BYLAWS

## ARTICLE I NAME

The name or title by which this Association shall be known is the Bay Area Apartment Association, Inc., or in short form, "BAAA".

## ARTICLE II PURPOSE

Section 1. The purpose of the Bay Area Apartment Association, Inc. is to advance the general welfare of the rental housing industry through the association of those involved in ownership, management, and supplying of products and services to the industry.

Section 2. The means of accomplishing this purpose include:

1. Advocating and encouraging the constant improvement of rental housing industry.
2. Encouraging education and providing a wide range of educational opportunities concerning the industry.
3. Promoting and encouraging high professional standards and sound business practices among its members in the best interest of the industry and public.
4. Securing cooperative action in advancing the common purposes of its members.
5. Functioning as an affiliated association of the Florida Apartment Association and the National Apartment Association.
6. Disseminating useful information to members and the public.
7. Providing means for members to exhibit their products and services.
8. Providing products and services for members including facilitating acquisition of appropriate products and services from third parties. ~~The Association is a not for profit corporation.~~

## ARTICLE III THE FISCAL YEAR & TAX STATUS

The fiscal year for the Association shall be January 1<sup>st</sup> to December 31<sup>st</sup> of each year. ~~The Association is a not for profit corporation.~~

## ARTICLE IV MEMBERSHIP

Section 1. Conditions of Membership:

The Association shall have categories of memberships as set forth and described in this article. Any such membership shall not be transferred without the prior approval of the Board of Directors. Membership in the Association shall be open to any person, firm, corporation, or business entity who shall:

- a) fulfill the requirements of at least one of the classifications for membership listed below
- b) meet the approval of the Board of Directors of the Association
- c) agree to abide by the provisions of the By-Laws and policies of the Association, and
- d) pay dues and assessments as determined by the Board of Directors

- Section 2. Classification of Membership:
- a. Owner/Manager Member: Any person, firm, corporation, or business entity that owns, develops, builds, operates, or manages rental housing.
  - b. Associate Member: Any person, firm, corporation or business entity engaged in the sale of goods and/or services to the rental housing industry.

Section 3. Owner/Manager Members of the BAAA must be located, or actively involved with assets located within Hillsborough, Pinellas, Pasco, Polk (West of U.S. 27 and those East U.S. 27 who want to be Owner/Manager and Associate Members of the BAAA instead of the Apartment Association of Greater Orlando), Hernando, Sumter, Highlands, DeSoto, Hardee, Manatee, Sarasota and Citrus counties, Florida, and such other areas as the Board of Directors may determine.

Section 4. Members in good standing of BAAA are automatically members of the Florida Apartment Association and the National Apartment Association. You must be a member of BAAA to be a member of FAA and NAA.

Section 5. Members must abide by these Bylaws and ethical standards which may be established by the Board of Directors. The Board of Directors may, by a two-thirds vote, remove any member for any cause when deemed in the best interest of the Association.

## ARTICLE V DUES AND ASSESSMENTS

Section 1. Dues are paid for a calendar year and are due on January 1 of each year.

Section 2. Dues for each category are established by the Board of Directors, and may be changed as it deems appropriate from time to time. The Board of Directors may establish a formula for prorating first year dues of new members who join after January 1.

Section 3. Any member who is delinquent in paying dues to the Association automatically forfeits membership. Additionally, any member who is delinquent in paying other, non-dues monies ~~may~~ shall be subject to forfeiture of membership ~~by Board vote~~. Delinquent is defined as 90 days from the date of invoice. Delinquent invoices may be subject to a late fee as approved by the Board of Directors. Membership and such rights to Board voting shall be automatically reinstated when the delinquent monies are paid.

Section 4. Special assessments may be imposed upon members upon two-thirds vote by the Board of Directors.

## ARTICLE VI BOARD OF DIRECTORS

Section 1. The governing body of BAAA shall be a Board of Directors which shall consist of no more than 20 at large directors and six officer-directors. All directors and officers must be members in good standing of the Association.

Section 2. The Board of Directors is to exercise all powers of this Association and conduct whatever business it deems necessary or advisable for the welfare of the Association and its members.

Section 3. Except as otherwise provided in these Bylaws, all matters must be approved at a Board meeting by a vote of members present and constituting a quorum. A quorum is defined as 10 voting board members present at any board meeting.

Section 4. In the event that an Officer or Director is no longer working in the Industry or affiliated with a Member Company for more than 90 Days consecutively, they may be removed from their position and the President will appoint someone to fill that position for completion of the term. In the event that



membership is re-established, they may request to be reinstated to the Board of Directors requiring approval from the Executive Committee.

## ARTICLE VII RESPONSIBILITIES OF THE BOARD OF DIRECTORS

- Section 2. Regular Meetings. General membership meetings of the Association for the transaction of routine business are to be held as directed by the Board of Directors.
- Section 1. The Board of Directors is to meet not less than six (6) times each year on dates selected by ~~it~~ the Board.
- Section 3. Special Meetings. Special meetings of the Association or the Board of Directors may be called by the President or three (3) members of the Board of Directors, or by written request of ten percent (10%) of the members of the Association.
- Section 4. In case of emergency, when it is not feasible to call a special Board of Directors meeting, the President and any other two (2) Officers and any other three (3) Directors are empowered to act for the Board. A full report of such action must be made by the President at the next regular Board meeting and must be ratified or rescinded thereat.
- Section 5. Notice of meetings. Notice of regular and special meetings shall attempted to be given in writing to each director showing the date, hour, and place of meeting at least thirty (30) days, but maybe as little as fifteen (15) days in advance of such meeting.
- Section 6. Any Board member who is absent from more than three consecutive Board meetings or more than fifty percent (50%) of Board meetings during a calendar year may be subject to removal from office pending review from the Executive Committee and approval of the Board of Directors.
- Section 7. All board members will be required to sign and abide by the Board Commitment Agreement, which may be revised at any time by the Executive Committee and approval of the Board of Directors.

## ARTICLE VIII NOMINATING PROCEDURES

- Section 1. Nominating Committee
- a) A Nominating Committee of five (~~5~~ 7) Members shall be appointed by the President no later than September August. The committee shall include 3 Owner/Manager Members, 2 Associates Council Members and at least one BAAA Owner/Manager and one Associates Council Immediate Past President, if available and must make its report at a meeting no later than October to be approved by the Board of Directors.
  - b) The nominating committee must publish a call for nominations to the general membership no later than September August on an annual basis.
  - c) The nominating committee shall review the nominations and must nominate at least one candidate for each officer and directorship role for the following year. For Executive Officer positions, the committee shall be required to conduct in-person interviews and if possible candidates must have at least (1) one year of committee leadership.
  - d) No committee member may serve more than three (3) consecutive years, if possible.

## ARTICLE IX ELECTION

- Section 1. Officers and Directors are to be elected at a general membership meeting in the year preceding the start of their terms. The date of the election meeting will be determined by the Board of Directors, and members must be notified of the election at least thirty (30) days before the meeting. Election for each



position will be by a majority of votes cast for that position. One vote may be cast for each position by each **Owner/Member and Associate** Member present at the election meeting.

Section 2. Any **Owner/Member and Associate Council Member** authorized to cast a vote ~~Regular Member or person authorized to cast a Regular Member's vote~~ may make nominations to the Nominating Committee. ~~from the floor at the general membership election meeting.~~ To be a nominee, a person must agree ~~before the election~~ to serve before the election. ~~No nominations will be permitted to be made from the floor of the general membership election meeting.~~

## ARTICLE X DIRECTORS

Section 1. The Directors at large shall be defined as:

- a. Director at large is any member as defined in Article IV, section 2
- b. A senior director is a director at large as an Owner/Manager Member as defined in Article IV, section 2a. The Executive Committee may select at any time up to ~~6-2~~ directors at large to serve as senior directors.
- c. No more than 4 directors at large may be Associate Members as defined in Article IV, section 2b.

Section 2. Board members at large are to be elected each year for a term of one year. No at large Director may serve for more than eight consecutive years.

Section 3. Each board member at large must be active and serve on a committee appointed by the President annually.

## ARTICLE XI OFFICERS

Section 1. The Officers of BAAA shall consist of a President, a Vice President, a Treasurer, a Secretary, the immediate Past President and the Associates Council President. All of the Officers shall be Owner/Manager Members as defined in Article IV, Section 2a, except for the aforementioned Associates Council President.

Section 2. Term of Office. The term of office shall begin on the first day of January following the annual meeting at which the Officer has been elected. The office shall serve one (1) year or until a successor is duly chosen and has assumed office. In no event, shall an Officer serve more than two (2) consecutive terms in the same office. Should the immediate Past President be unable to fulfill **their** duties, the Past President's Council (~~either Owner/Manager or Associate's Council as the case may be~~) shall decide by two-thirds vote a Past President to complete the duties for the remainder of the term.

Section 3. Any vacancy in an Officer's position (**Owner/Manager or Associate's Council**) created by the death, resignation, or removal of the Officer, or appointment to another Officer's position shall be appointed by the BAAA President subject to the approval of the Executive Committee, ~~and approval by a majority of the~~ **Owner/Manager or Associate's Council Board of Directors** by naming an individual to serve in the vacant position for the remainder of ~~the current term~~ **calendar year**.

## ARTICLE XII DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of BAAA and the Board of Directors and shall perform all duties usual to that office. The President may cast the deciding vote in case of a tie. The President shall appoint, with the approval of the Executive Committee, all committees in accordance of Article XIII of these Bylaws. The President shall be an ex-officio member of all committees and shall perform all other duties usual to such office.



- Section 2. The Vice President shall perform the duties of President in the absence or inability to serve by the President, and shall perform all other duties usual to such office or as directed by the President. The Vice President will serve as the Chairperson for the Government Affairs Committee.
- Section 3. The Treasurer shall have charge of all funds of BAAA and their disbursement subject to the policies established by the Board of Directors. The Treasurer shall render an audited statement annually, if requested by the Board of Directors, of all monies collected and disbursed for the account of BAAA. Written copies of such statement shall be available to any active member of BAAA upon request in writing directed to the Treasurer. The Treasurer shall serve as Chairperson of the Budget and Finance Committee.
- Section 4. The Secretary shall be responsible for the minutes of all business meetings of the general membership and of the Board of Directors and/or the Executive Committee, and shall be responsible for the safekeeping of other records of BAAA. After each meeting of the membership and of the Board of Directors, the Secretary will attest to the minutes thereof and shall distribute one copy of such minutes to each member of the Executive Committee, and to any other member of BAAA particularly and directly concerned with the proceedings set out in such minutes or to any member upon request of such member. The Secretary ~~may~~ **will** serve as the Chairperson for the Membership Committee. **If the Secretary does not serve as Chairperson of the Membership Committee, the Chairperson shall be appointed by the President.**
- Section 5. The Associates Council President will serve as the Chairperson for the Associates Council and a Co-chair of the Awards Committee. They will also be the liaison between the Associate Members and the Board of Directors.
- Section 6. The Immediate Past President will serve as the Chairperson for the Past Presidents Council and will be the liaison between the current Board of Directors and former leaders providing history, direction and assistance as requested by the President.

## ARTICLE XIII STAFF AND PROFESSIONAL SERVICES

- Section 1. The Board of Directors may, at its option, employ an executive director and staff or other management entity whose title, duties, and compensation are to be determined by the Board. The Board may also engage and pay for all other necessary or desirable professional services for conduct of the Association's business.

## ARTICLE XIV NON-LIABILITY AND INDEMNIFICATION OF OFFICERS, DIRECTORS, AND AGENTS

- Section 1. Every Officer, Director, and agent of the Association shall be indemnified by BAAA against all expenses and liabilities including counsel fees reasonably incurred or imposed upon them in connection with any proceeding to which they may be a party, or in which they may become involved by reason of being or having been in such position, or any settlement thereof whether the person is in such position at the time such expenses are incurred. Such indemnification shall apply except in such cases wherein the Officer, Director, or agent commits a breach of duty of loyalty to the Association or its members; an act or omission not in good faith or that involves intentional misconduct or a knowing violation of the law; a transaction from which is received an improper benefit, whether or not the benefit resulted from an action taken within the scope of their office or position; an act or omission for which liability is expressly provided for by statute; or an act related to an unlawful payment of a dividend; or as finally adjudged liable, by due legal process, of malfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights to which such position may be entitled.



Section 2. The BAAA shall have the power to purchase and maintain insurance on behalf of any person who is or was a Director, Officer, or agent of BAAA, against any liability asserted against that person because of an affiliation with BAAA.

## ARTICLE XV COMMITTEES AND COUNCILS

Section 1. Executive Committee.

- a) The Executive Committee shall consist of the elected Officers of BAAA. The President shall serve as Chairperson of the Executive Committee. A majority of the foregoing shall constitute a quorum. The Past Presidents Council shall be granted one vote at any Executive Committee meeting. If one member of the Past Presidents Council is in attendance, their vote shall count. If more than one is in attendance, then the one vote shall be cast by collective decision of the Past Presidents.
- b) The Executive Committee shall conduct the affairs of BAAA in accordance with the Bylaws, policies, and instructions of the Board of Directors and shall be authorized to act for BAAA during the times when the Board is not in session, except where these Bylaws expressly, or implied, require action to be taken by the Board. It shall be responsible for the employment and direction of Executive Vice President or Management Company. The Executive Committee shall have the authority to approve and execute any and all contracts, with the exception of the Executive Vice President/Management Company and Government Affairs Director. The Executive Committee shall submit an annual budget for approval by to the newly elected Board of Directors by no later than April January 15<sup>th</sup> of each year.

Section 2. Past Presidents Council

- a) The Past Presidents Council shall consist of any Past President still an active member with the BAAA. The Past Presidents Council shall perform any tasks or duties as assigned by the President of the Board of Directors.
- b) The Past Presidents Council may cast a maximum of three votes at any meeting of the Board of Directors. If three (3) or fewer Past Presidents are present at a Board Meeting, each may cast individual votes. If more than three (3) are present, all three (3) votes must be cast based upon the majority decision of the council members present. All members of the Past Presidents Council are to be given notice of Board Meetings in the manner that Board Members are notified.
- c) Members of the Past Presidents Council are not to be included in quorum calculations.

Section 3. Associates Council

Collectively, all Associate Members of the Association are called the Associates Council and shall have meetings, and conduct such business within the Association which may be uniquely beneficial to associate members so long as the Associates Council does not detract from the purpose of the Association. Activities of the Associates Council may be limited by the Board of Directors. Associate Council Members will represent the Council and fill no more than 1 Officer and 4 Directors at Large Positions on the Board of Directors. The positions are as follows: Associates Council President, Associates Council Vice President and Associates Council Immediate Past President and 2 Directors.

Section 3. Other Committees

There may be additional standing and/or ad-hoc committees as appointed by the President and approved by the Board of Directors.

## ARTICLE XVI MEETINGS OF COMMITTEES AND COUNCILS



- Section 1. Call of Meetings. Meetings of all committee and councils shall be upon call of the committee or council chairperson or BAAA President. Each committee or council chairperson shall designate a secretary who shall keep the minutes of the meeting.
- Section 2. Quorum. A quorum for committee and council meetings shall consist of a majority of the members of such committee or council, except as otherwise specifically provided in these Bylaws.
- Section 3. Voting. A majority vote at any committee or council meeting where a quorum is present shall determine any issue presented. If a Directors right to vote at a BAAA Board meeting is suspended by virtue of Article V, Section 4, such director may not vote as a committee or council member.
- Section 4. Telephone Conference. Subject to the provisions of these Bylaws regarding notice and quorum, members of all committees and councils may participate in and hold a meeting of such committee or council by means of conference telephone or other electronic equipment by means of which all persons participating in the meeting can hear or communicate with each other. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting, except where a person participates in the meeting for the expressed purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened. A copy of the minutes of such meeting shall be provided to the members of the committee or council, as is the case for any other committee or council meeting.
- Section 5. The most current edition of Robert's Rules of Order shall be used to conduct all meetings.

## ARTICLE XVII AMENDMENTS TO BYLAWS

- Section 1. The BAAA Bylaws may be amended, repealed, or altered by a two-thirds majority of the Board votes cast at any regular or special meeting of the Directors, provided a 30-day prior written notice of the proposed changes has been given to all Directors. Questions relating to amendment, repeal, or alteration of the Bylaws may be referred to a Bylaws Committee to be appointed by the President, which shall make recommendations to the Board regarding such amendments, or the Board may act at its own discretion.

## ARTICLE XVIII DISSOLUTION

- Section 1. By two-thirds vote of the Board of Directors, BAAA may be dissolved. In such event, the assets of BAAA shall be applied by the Board of Directors, or if not the Board of Directors, by an order of the proper court, after payment of all obligations to any organization or organizations whose purposes and objectives are as near as possible to those of BAAA as stated in the Bylaws. In no event shall assets of BAAA be distributed to or inure to the benefit of any affiliate.

### Revisions:

December 1989  
July 1994  
November 2000  
October 2010  
April 2011  
May 2015  
Oct 2016  
May 2017  
June 2019

# BAAA Strategic Partnership Presentation July 19th, 2019



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# Company Overview – Look at Us Now!

The Buyers Access organization has changed and evolved over time to continually deliver the most successful value proposition to both its members and suppliers

## OLD BA

LIMITED VENDOR PARTNERSHIPS

ONE DIMENSIONAL PRICING SERVICES

BASIC USAGE REPORTING

MINIMAL LEVERAGED RESOURCES

HEAVILY MANUALLY ORIENTED

## THE NEW BUYERS ACCESS

### PRICING

- Leverages purchasing scale and supplier relationships to offer members the best and most consistent pricing available in the market
- Once pricing is finalized, Buyers Access onboards members to new pricing to ensure operational readiness

### PRODUCT

- Analyzes members' transaction details and purchasing trends to recommend key cost saving levers, including vendor consolidation, item consolidation, alternative products, and increased use of contract pricing
- Negotiates and manages top 100/200 item list and bulk ordering opportunities

### PROCESS

- Improves members' purchasing processes by identifying supplier and category spend participation rates and comparing performance against industry benchmarks
- eCommerce platform drives efficiency, accountability and visibility of purchasing through work flow process and budget/catalogue management

### PERFORMANCE

- Dedicated Client Services team drives data-driven decisions, providing visibility of portfolio performance and accountability via on-demand and standard reporting tools and systems
- Offers operators improved purchasing leverage and reduced rogue spend

### PEOPLE

- Experienced Member Services and Account Management teams serve as the procurement arm for owner-operators who lack the scale in-house
- Supplier Management team continually evaluates suppliers, establishes new supplier programs, and facilitates the strategic sourcing processes for members



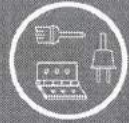
# Company Overview

Buyers Access leverages strong industry relationships and expertise to continue adding value for its member base



## STABLE INDUSTRY DYNAMICS

- Recurring maintenance and frequent investment in multifamily offers continuous opportunity to provide desired value-add services and a stable revenue stream
- Focus on a broad range of owner-operators creates enhanced opportunities for both suppliers and members and enables a balanced revenue model



## LONG-TERM SUPPLIER RELATIONSHIPS

- Strong relationships with industry leaders across key multifamily product categories – MRO, Flooring, Paint, and Office Supplies
- Key suppliers have been strategic partners for 10 years or more



## ATTRACTIVE MULTIFAMILY MEMBER BASE

- Diverse member base, which includes affordable and conventional multifamily and student housing, helps hedge against segment-specific economic cycles
- Owner-operators frequently require localized and specialized expertise, and necessity to leverage outsourced services and personnel



## EXPERIENCED MANAGEMENT TEAM

- With 75+ years of multifamily experience, the leadership team provides excellent perspectives on key optimization strategies and opportunities
- Tenured functional leaders provide strong execution and technical support

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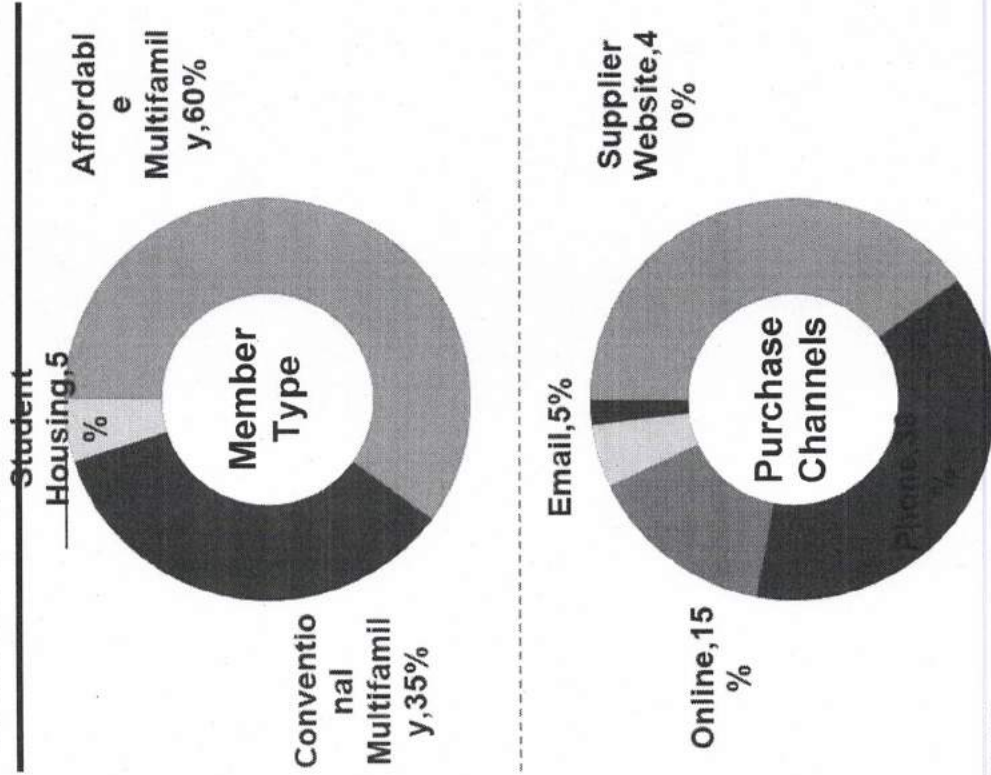


# Member Overview

## Niche Member Base

<b>650K</b>	Total units in Buyers Access portfolio
<b>3.5K</b>	Average units per active member
<b>\$227</b>	Average supplier spend per unit under management
<b>200+</b>	Multifamily owner & operator members
<b>30+</b>	Years providing spend optimization services

## Member Detail

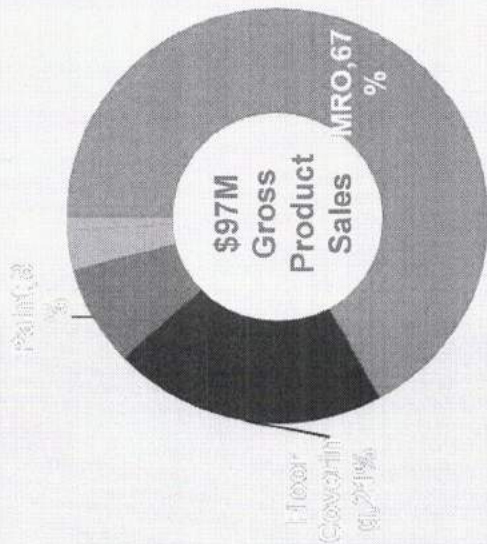


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# Supplier Partner Overview

## BROAD PRODUCT AND SUPPLIER BASE



- **Wide breadth of suppliers** offers a **full suite of solutions** for members to manage their business, including **products** (appliances, countertops, lighting, cleaning supplies, etc.) and **services** (elevator maintenance, utility billing, vending, etc.)
- **49 suppliers** and **29 product** categories

## RELATIONSHIPS WITH KEY SUPPLIERS



- Buyers Access offers members **access and scale** through **strong relationships** with **top suppliers**
- **10+ years** average relationship with **top 5** suppliers
- **15 years** average relationship **overall**

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# Management Team Overview (1 of 2)

## DAN HAEFNER



**Chief Executive Officer, President**  
**March 2017**

Dan brings more than 35 years of experience in full service multifamily real estate, primarily focused on property, asset, and construction management, and acquisitions and development. He has demonstrated success in leading financial and operational improvement, human capital/team development and technological enhancements. Dan has been directly responsible for managing assets in excess of \$3B, and numerous divisions within companies in the multifamily and single family real estate industries.

Dan holds a BA in Business Management from St. Mary's College.

## PETE RODEN



**Senior Vice President, Operations**  
**March 2005**

Pete's broad experience in client and customer service has focused on systems process, efficiency, and productivity. He has extensive experience in operations support in the areas of accounting, finance, systems and tax with a background that spans industries such as public accounting, relocation/real estate, distribution and now multi-family.

Pete, a CPA, holds a B.S. in Accounting and an Associate Degree in Business Administration and is a member of the American Institute of CPA's, the Colorado Society of CPA's and Financial Executives International, both national and local chapters.

## JEFF PETERSON



**Vice President, Business Operations & Supplier Management**  
**November 2004**

Jeff is responsible for the Utilized Technology infrastructure, powering CRM, Financial and Accounting, and Business Intelligence applications. He also oversees the Supplier Management and Client Success functional teams and is the Product Manager for the Commerce Automation site.

Jeff has over 10 years of finance experience, providing analytical and general accounting support to multiple diverse business units.

Jeff holds a B.S. in Business Administration with a concentration in Accounting from Colorado State University. He is also a certified Six Sigma Green Belt.

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# Management Team Overview (2 of 2)

## JOHNATHAN HOVANEC



**Vice President,  
Account  
Management &  
Member Services**

**April 2012**

Johnathan has served the multifamily industry for over 20 years. Previously, as one of HD Supply's first Regional Account Managers, Johnathan developed partnerships with dozens of management companies to identify efficiency and Net Operating Income improvement opportunities. Through his tenure at HD Supply, Johnathan also had the opportunity to work as a National Account Manager and Director of National Accounts for the West Coast.

Johnathan spent the first seven years of his career with Home Depot, helping to develop its Commercial Sales program.



**Vice President,  
Sales**  
**July 2017**

Ken brings more than 34 years of experience in Information Technology, Process Improvement, and Multifamily Operations Management. During his multifamily career, Ken has held COO, CTO, CIO, and VP positions with many of the top real estate developers, owners and operators. Ken previously spent 13 years outside of multifamily with Sara Lee Corporation and Southern Weaving Company.

Ken earned his degree in Business Administration with a concentration in Data Processing from the University of South Carolina-Spartanburg.



# Functional Teams Overview

The Buyers Access organization has been structured and developed to continually deliver the most successful value proposition to both its members and suppliers

## THE 5 P'S

PRICING

PRODUCT

PROCESS

PERFORMANCE

PEOPLE



## FUNCTIONAL TEAMS

- **Supplier Management:** Serves as primary contact for supplier partners, establishes program parameters, and supports internal teams to meet mutually identified goals
- **Account Management:** Resources aligned to corporate level associates to maximize efficiency of program roll-outs; supports communication and program training efforts, and continuously analyzes data for optimization opportunities
- **Member Services:** Supports the needs of frontline/property level associates, including processing bulk orders, product quotes and searches; serves as "air traffic control" for customer inquiries
- **Client Success:** Analyzes product transaction detail and purchasing trends to identify opportunities to increase overall utilization and penetration of product categories and create efficient customer processes that impact core operating metrics
- **Sales:** Organized by both key geographies and customer segments, Sales team educates market on the value proposition of Buyers Access and guides the prospect throughout the entire sales cycle
- **Marketing and Marketing Automation:** Generates demand, brand awareness, and customer loyalty and analyzes metrics to increase effectiveness of campaigns; applies survey mechanism to track customer satisfaction and gather insights on market trends



# BAAA Member Benefits

Buyers Access provides BAAA members with multiple meaningful upside opportunities and initiatives

## VALUE PROPOSITIONS

### Member Value



#### INCREASED NOI AND CASH FLOW

Opportunity to **capture unrealized cost savings** through data analytics, reporting visibility, purchasing standardization, compliance education and training



#### GUARANTEED PERFORMANCE RESULTS

Typical **savings of 10% or more**, and contract provides for additional security with a **2X guaranty** and payment in arrears provisions



#### ADDITIONAL PERSONNEL RESOURCES

Ability to **leverage external personnel** and purchasing expertise at site level and corporate, leads to reduced in-house overhead expenses

### Member Advantages



#### LEVERAGED PURCHASING PROGRAM

Capability to **realize discounts below published market pricing** on key expense categories, including MRO spend/R&M, Flooring, Paint and Office Supplies



#### FREE OPERATING SOFTWARE

Members receive **cloud based e-commerce and bid solicitation platforms** that centralize purchasing administration and document management



#### NEW SUPPLIER RELATIONSHIPS

Opportunity to establish **new relationships with national and regional suppliers**, and to reduce cost via increased competition

### Member Opportunities



#### BUNDLING FOR SMALL OWNER-OPERATORS

Leverage BA discounted purchasing, e-commerce & bid solicitation systems, HD Pro Purchase card & Homee on demand maintenance, in a reduced cost membership agreement



#### HOME ON DEMAND MAINTENANCE

Ability to supplement maintenance personnel utilizing **on demand services via easy to use mobile app** for plumbing, electrical, HVAC and general maintenance



#### WHITE LABEL PROGRAM FOR LARGE OPERATORS

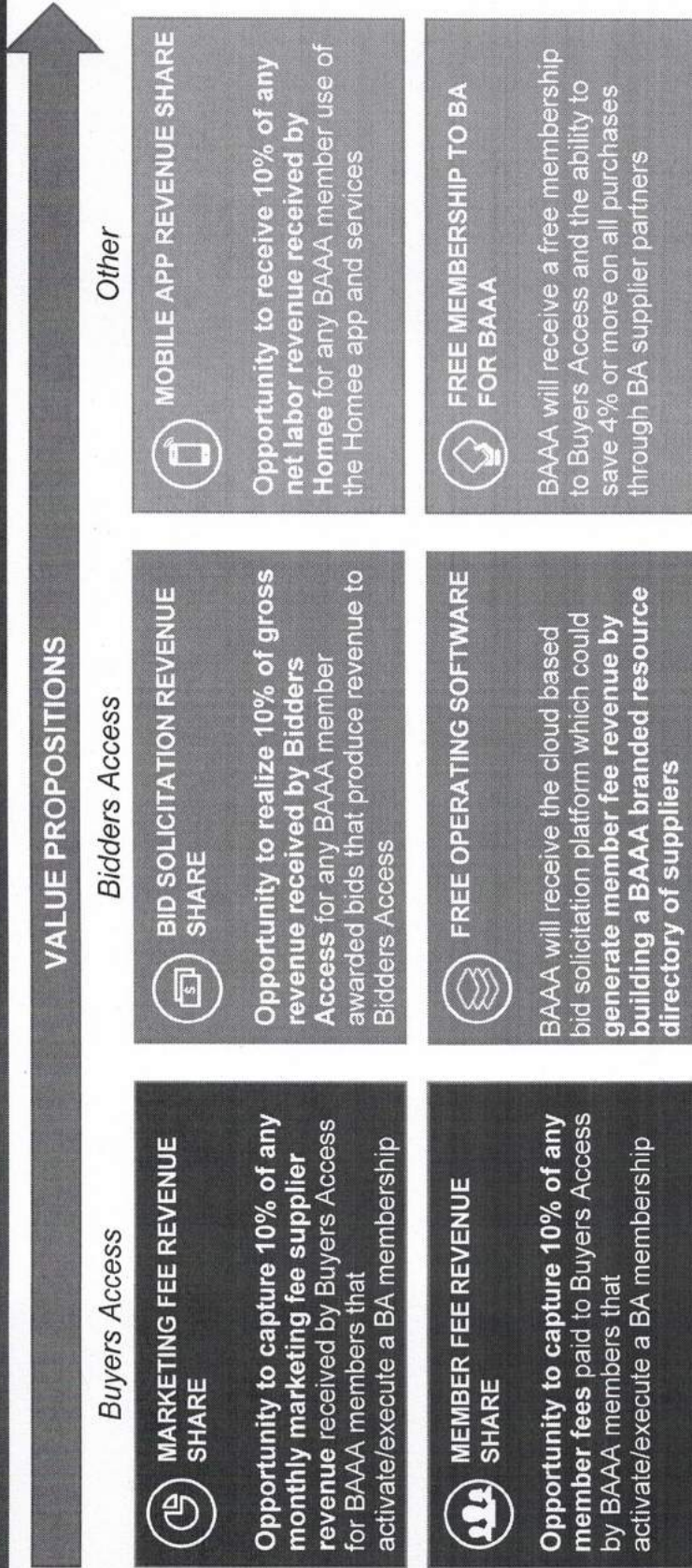
Opportunity to **benefit larger owners/operators** through dedicated personnel, and data analytics customized for operators with more units

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# BAAA Organizational Benefits

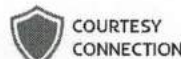
Buyers Access can provide meaningful revenue share opportunities



Note: If an association member has been previously identified by another affiliate partner of Buyers Access, the revenue share for that member will be credited to that originating partner.



Supplier Partners



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