

**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name:</b> Business Exchange	
<b>Reporting Period:</b> Q3	
<b>Chairperson:</b> Jennifer Nau & Jaclene Sammons	
<b>Staff Liaison:</b> Diana Peters	
<b>Board Liaison:</b> David Daily	
<b>Reporting Period</b>	<b>Date</b>
<ul style="list-style-type: none"> <li>Appoint members, establish goals, objectives and tasks</li> </ul>	
<ul style="list-style-type: none"> <li>First quarter committee report</li> </ul>	01/24/2024
<ul style="list-style-type: none"> <li>Second quarter committee report</li> </ul>	04/11/2024
<ul style="list-style-type: none"> <li>Third quarter committee report</li> </ul>	7/10/2024
<ul style="list-style-type: none"> <li>Fourth quarter committee report</li> </ul>	

**Goals/Objective Overall Description:**

<b>Goals/Objectives:</b> Past Event Recap	
<ul style="list-style-type: none"> <li>Total Registration: 211</li> <li>Total Attended: 185</li> </ul>	<ul style="list-style-type: none"> <li>Funds collected from auction items \$6,845; Total paid \$6,220. Final due date June 5<sup>th</sup> 2024</li> </ul>
<ul style="list-style-type: none"> <li>Team agreed on same venue for next year.</li> </ul>	<ul style="list-style-type: none"> <li>Will look at adding some healthier food options for next year.</li> </ul>
<ul style="list-style-type: none"> <li>Feedback on Business Exchange:</li> <li>Event was great, shorter lines this year, easier to navigate the room, had a chance to speak to everyone</li> <li>Loved how there were several more management companies this year vs. last year</li> <li>Some tables used timers, some didn't. It seemed like if you knew them, you got more time</li> </ul>	

<ul style="list-style-type: none"> <li>• Top Highlights of Whole Event:             <ul style="list-style-type: none"> <li>○ High Level of Organization</li> <li>○ One on One Time with Management Companies</li> <li>○ Good Decision Makers showed up</li> <li>○ Theme (Decor and Outfits)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Suggestions or Improvements to Enhance Overall Experience:             <ul style="list-style-type: none"> <li>○ Get better food</li> <li>○ From management side, they want to meet new vendors offering more innovative products</li> <li>○ System where everyone has a numbered order to go to tables or more evenly distributed lines</li> <li>○ Live auction bidding, not on paper</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• Next meeting will be to take all of the feedback we received and plan next years event</li> </ul>	

**South East Florida Apartment Association  
2024 Committee Report**

Budget/Financials Status			
Approved total budget			
Budget Line	Approved \$	Actual \$	Notes/Comments
<i>*Please insert additional <b>rows</b> as needed</i>			

Meeting Schedule	
Meeting Format	Date
Conference Call	7/30/24
<i>*Please insert additional <b>rows</b> as needed</i>	

*Jennifer Nau*

7/10/2024

Chairperson's Signature

Date Report Submitted

Instructions:

- Submit all reports to your assigned staff and board liaison

**Southeast Florida Apartment Association  
2024 Committee Report**

<b>Committee Name:</b> Community Service Committee	
<b>Reporting Period:</b> Q4	
<b>Chair:</b> Hollie Mcall	
<b>Co-Chair:</b> Taylor Means	
<b>Staff Liaison:</b> Samantha Santoro	
<b>Board Liaison:</b> Alicia Rice	
Reporting Period	Date
<ul style="list-style-type: none"> <li>Appoint members, establish goals, objectives and tasks</li> </ul>	01/30/2024
<ul style="list-style-type: none"> <li>First quarter committee report</li> </ul>	01/24/2024
<ul style="list-style-type: none"> <li>Second quarter committee report</li> </ul>	04/11/2024
<ul style="list-style-type: none"> <li>Third quarter committee report</li> </ul>	10/21/24
<ul style="list-style-type: none"> <li>Fourth quarter committee report</li> </ul>	N/A

**Goals/Objective Overall Description:**

[insert short description here]

<b>Goals/Objectives: Q3</b>	
<ul style="list-style-type: none"> <li>Percentage of completion:</li> </ul>	100%
<ul style="list-style-type: none"> <li>Accomplishments:</li> </ul>	8 volunteers for Paws4U, helped clean kennels, feed and play with animals. Did the Back-2-School Drive at the Trade show and was a huge success.
<b>Goals/Objectives: Q4</b>	
<ul style="list-style-type: none"> <li>Percentage of completion:</li> </ul>	60%
<ul style="list-style-type: none"> <li>Accomplishments:</li> </ul>	We are partnering with Feed South Florida to volunteer to feed people in need. We will be deciding a date at the next meeting. We are also having our first in-person committee meeting in November.

<ul style="list-style-type: none"> <li>Challenges:</li> </ul>	
<b>Goals/Objectives: 2024 Q1</b>	
<ul style="list-style-type: none"> <li>Percentage of completion:</li> </ul>	
<ul style="list-style-type: none"> <li>Accomplishments:</li> </ul>	
<ul style="list-style-type: none"> <li>Challenges:</li> </ul>	
<b>Goals/Objectives: 2025 Q1 and Q2</b>	
Percentage of completion: 0%	
To do more outside of Miami, work with Big Brothers/Big Sisters and the Ronald McDonald House.	

**South East Florida Apartment Association  
2024 Committee Report**

<b>Budget/Financials Status</b>			
Approved total budget		[insert total amount here]	
<b>Budget Line</b>	<b>Approved \$</b>	<b>Actual \$</b>	<b>Notes/Comments</b>
One issue we have about Volunteer events are some organizations ask for us to sponsor these events as well. Example: Feeding South Florida-groups over 25 must pay \$2500. Miami Mission-One event we had to pay \$2500 to feed the homeless. Some 501 (c) Non profits would like the volunteers, however funding is important.			
<b>Meeting Schedule</b>			
<b>Meeting Format</b>		<b>Date</b>	
Zoom Meeting		01/30/24 @ 2:00PM	
Zoom Meeting		03/27/24 @ 10:00AM	
Zoom Meeting		04/23/24 @10:00AM	
*Please insert additional <b>rows</b> as needed			

*Hollie McCall*

\_10/\_15/\_2024\_

Chairperson's Signature

Date Report Submitted

Instructions:

- Reports must be submitted two (2) weeks prior to the scheduled Board Meeting
- Submitted all reports to your assigned staff and board liaison

**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name:</b> DEI Committee	
<b>Reporting Period:</b> Q3	
<b>Chairperson:</b> Shirley Alvarez Edmunds	
<b>Staff Liaison:</b> Macarena Barrueco	
<b>Board Liaison:</b> Jessica Romero	
<b>Reporting Period</b>	<b>Date</b>
• First quarter committee report	1/24/2024
• Second quarter committee report	4/11/2024
• Third quarter committee report	10/22/2024

**Goals/Objective Overall Description:**

[insert short description here]

<b>Goals/Objectives:</b> Increase members by 2 every quarter	
Percentage of completion:	
Accomplishments:	Every other meeting we will see a new member join or discuss on how to promote our committee
Challenges:	Members attendance decreased as we approach the end of the year
<b>Goals/Objectives:</b> Promote diversity and inclusion in SEFAA by different platforms quarterly.	
Percentage of completion:	
Accomplishments:	We had content posted in Q3 such as Women's Equality Day, Hispanic Heritage month etc.
Challenges:	The commitment, volunteers sign up but at times forgets to send in content.
<b>Goals/Objectives:</b> Hold an event to promote the committee while educating the members of what DEI is	
Percentage of completion:	
Accomplishments:	Able to brainstorm for a future event and partnering up with the Education Committee.

Challenges:	Would like to have event in person as it is important for the DEI committee.
<p style="text-align: center;"><b>Open Floor</b></p> <ul style="list-style-type: none"> <li>We have successfully met with our committee to brainstorm new ideas for next year. We have been more consistent on posting social media and on our own LinkedIn platforms. Would like to have an in-person event in the future as it is more welcoming for the committee.</li> </ul>	

<b>Meeting Schedule</b>	
<b>Meeting Format</b>	<b>Date</b>
Virtual -Zoom	7/30/2024
Virtual-Zoom	8/20/2024
Virtual-Zoom	9/26/2024- rescheduled due to storm

Shirley Alvarez Edmunds

*Shirley Alvarez*

Chairperson's Signature

Date Report Submitted



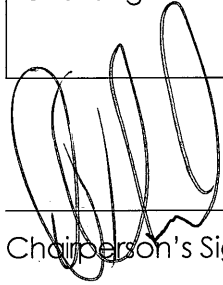
**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name:</b> Education & Career	
<b>Reporting Period:</b> Q4	
<b>Chairperson:</b> Alexis Garel	
<b>Co-Chair:</b> Marci French	
<b>Staff Liaison:</b> Trish Capuano	
<b>Board Liaison:</b> Patrick Lewis	
<b>Reporting Period</b>	<b>Date</b>
<ul style="list-style-type: none"> <li>• Appoint members, establish goals, objectives, and tasks</li> </ul>	
<ul style="list-style-type: none"> <li>• First quarter committee report</li> </ul>	01/24/2024
<ul style="list-style-type: none"> <li>• Second quarter committee report</li> </ul>	04/11/2024
<ul style="list-style-type: none"> <li>• Third quarter committee report</li> </ul>	06/27/2024
<ul style="list-style-type: none"> <li>• Fourth quarter committee report</li> </ul>	10/08/2024

**Goals/Objective Overall Description:**

<p>Accomplishments:</p>	<ul style="list-style-type: none"> <li>• CAM was a success with 17 registered and 15 in attendance. Our goal was 10 registrations. The income that was generated totaled \$8,030.37.</li> <li>• We will be hosting CAM again for 2025 and utilize the new SEFAA classroom!</li> <li>• Coffee Talk on AI was also a success! This session was offered for free and we had over 90 people registered and 48 in attendance. We were hoping that having the free session would increase interest for our future paid educational programming.</li> <li>• LL/Tenant planning for 2025 is in process. The venue is secured at the Dania Improv and we are currently locking in speakers. As per request from our past</li> </ul>
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	<p>surveys, we've decided that this session will include more Q&amp;A. We are still curating and streamlining the program layout.</p> <ul style="list-style-type: none"><li>• We are working on securing a venue for Fair Housing 2025, along with looking into speaker options.</li><li>• The Educational Leasing class is back for 2025! More details to follow.</li></ul>
Challenges:	<ul style="list-style-type: none"><li>• No current challenges at the moment.</li></ul>

  
\_\_\_\_\_  
Chairperson's Signature

10/8/24

  
\_\_\_\_\_  
Date Report Submitted

**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name:</b> Legislative Affairs	
<b>Reporting Period:</b> Q3	
<b>Chairperson:</b> OPEN	
<b>Co-Chair:</b> Jackie DiStefano	
<b>Board Liaison:</b> Sara Cox	
<b>Staff Liaison:</b> Trish Capuano	
<b>Reporting Period</b>	<b>Date</b>
Appoint members, establish goals, objectives, and tasks	
First quarter committee report	1/24/24
Second quarter committee report	4/11/24
Third quarter committee report	10/22/24
Fourth quarter committee report	

**Goals/Objective Overall Description:**

Accomplishments:	<ul style="list-style-type: none"> <li>▪ We are pleased to announce that we have exceeded both fundraising goals for 2024!</li> <li>▪ Our YTD FAA total fundraising is \$49,500 against an overall goal of \$45,000.</li> <li>▪ Our YTD NAA total fundraising is \$17,560 against an overall goal of \$14,945.</li> <li>▪ We are shaking things up in 2025 with some new events including an April bus tour in Wynwood and a potential spelling bee in the late Summer.</li> </ul>
Challenges:	<ul style="list-style-type: none"> <li>▪ We have an open Chair position and are struggling to find someone to step up as the Chairperson, we have some contingencies in place for 2025.</li> </ul>

Sara Cox  
Chairperson's Signature

September 30, 2024  
Date Report Submitted

**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name: Trade Show Committee</b>	
<b>Reporting Period: Q4</b>	
<b>Chairperson: Michael Gonzalez</b>	
<b>Co-Chair: NA</b>	
<b>Board Liaison: Gustavo &amp; Ashley</b>	
<b>Staff Liaison: Trish</b>	
<b>Reporting Period</b>	<b>Date</b>
Appoint members, establish goals, objectives, and tasks	
Firstquarter committee report	1/24/24
Second quarter committee report	4/25/24
Third quarter committee report	6/19/24
Fourth quarter committee report	10/22/2024

**Goals/Objective Overall Description:**

Accomplishments:	<ul style="list-style-type: none"> <li>• Management attendees: 448 with a goal of 400</li> <li>• 125 booths sold</li> <li>• \$124,317.28 which is 16.80% above goal</li> <li>• \$52,000 in sponsorships sold with a goal of \$44,850</li> <li>• Overall positive feedback from attendees &amp; exhibitors.</li> </ul>
Challenges:	<ul style="list-style-type: none"> <li>• Exiting the parking garage took a bit long.</li> <li>•</li> </ul>

X 

Chairperson's Signature

*10/2/2024*

Date Report Submitted

**South East Florida Apartment Association  
2024 Committee Report**

<b>Committee Name: Young Professionals</b>	
<b>Reporting Period: Q3</b>	
<b>Chairperson: Channel Bauzo</b>	
<b>Co-Chair: Alexandra Hernandez</b>	
<b>Board Liaison: Ashley McIntosh</b>	
<b>Staff Liaison: Trish Capuano</b>	
<b>Reporting Period</b>	<b>Date</b>
Appoint members, establish goals, objectives, and tasks	
First quarter committee report	4/11/2024
Second quarter committee report	6/27/2024
Third quarter committee report	10/8/2024
Fourth quarter committee report	

**Goals/Objective Overall Description:**

Accomplishments:	<ul style="list-style-type: none"> <li>• Enrolled 9 new members and removed 2 inactive members.</li> <li>• Highlighted in Mentorship Program → Mentees are scheduling meeting via virtual and in person with their mentors.</li> <li>• Next Meeting is November 6<sup>th</sup> (Virtual)</li> </ul>
Challenges:	<ul style="list-style-type: none"> <li>• December → Host a gathering after the Committee Kick Off to focus on topics of discussion for 2025</li> <li>• Area of Focus → Implement for 2025 to host 1 in-person meeting per quarter</li> <li>• Area of Focus → Host a meeting with a sponsor for 2025</li> <li>• Continue participation in meetings</li> </ul>

  
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 Chairperson's Signature

10/7/24  
 Date Report Submitted