

NOTE: Draft
Pending Review by Membership

MINUTES
FIRE APPARATUS MANUFACTURERS' ASSOCIATION
GENERAL MEMBERSHIP MEETING
MARCH 18-19, 2013
RANCHO MIRAGE, CALIFORNIA

[A copy of the full meeting power point presentation may be found in the secure documents of www.fama.org.]

Day 1 - Monday, March 18, 2013

Call to Order - by President Harold Boer at 8:00 a.m.

Mr. Tim Dean provided the invocation, followed by a salute to the USA and Canada through the musical renditions of the national anthems by Mr. Larry Dodson.

Mr. Boer welcomed and thanked all members for taking time out of their busy schedules to attend this meeting. He introduced members of the Board, welcomed Honorary Member Al Burnham, recapped the new attendee reception from last night, and asked all to help introduce new members to others during the meeting events.

Vice President Bruce Whitehouse introduced and welcomed new members and first-time attendees.

Roll Call – Secretary David Durstine called the membership roll. There were 43 member companies in attendance. A quorum was declared. [See attendance list following these minutes.]

Proof of Notice – Notice of this meeting was sent via email on December 15, 2012 to all members pursuant to the association bylaws.

Review of Minutes – After discussion and upon motion duly made and seconded, it was:

VOTED: To enter the minutes of the September 27, 2012 Fall
Membership Meeting into the records of the association.

Antitrust Guidelines / Non-Discrimination Policy – Legal Counsel Jim Juneau stressed the adherence of FAMA's policies to abide by the Federal antitrust guidelines and the strict non-discrimination policy at all meetings of the association.

Corporate Sponsor Recognition – Mr. Boer introduced Mr. Ted Billick of PennWell Emergency Services Group. He spoke on behalf of Eric Schlett and the PennWell organization to thank FAMA for its partnership. The organization is pleased to support FAMA again with anticipation it will continue for many years to come.

In addition, Mr. Boer recognized and thanked member meeting sponsors, including:

Spartan Chassis – Saturday Reception Sponsor

E-ONE – Monday Reception Sponsor

Rosenbauer America – Spouse/Guest Program Sponsor

PPG Industries – Business Speaker Sponsor

Waterous Company – Monday Coffee Break Sponsor

MaxxForce Engines - Monday Dinner Open Bar Sponsor

AMDOR – Tuesday Coffee Break Sponsor

United Plastic Fabricating – Hospitality Suite Cup Sponsor

Self-Introduction of Members – accomplished.

Business Speaker – Anirban Basu – “Going Up for the Rebound” was the presentation addressed by Mr. Basu. Always entertaining and informative, he provided an update on the state of the economy. [See ppt presentation in the secure documents of www.fama.org.] Special thanks to PPG Industries for sponsoring the business speaker for this meeting.

Treasurer’s Report – Treasurer Phil Gerace summarized FAMA’s operating revenue and expenses for the year 2012, noting the year ended with a surplus of funds based on budget projections. He also reviewed the profit and loss, budget v. actual for the first two months of 2013. A copy of this report including a balance sheet was distributed. FAMA is financially sound and has appropriate funding for the current business year.

Board of Directors’ Report – Mr. Boer outlined the Board meetings that have occurred since the fall meeting, accomplishments, initiatives focus for 2013, and open mic topics planned for discussion at this meeting. He reiterated that the association is financially sound.

Committee Reports *[All committee reports were sent to members in advance of this meeting for review. The following committees were asked to provide oral presentations.]*

Education – Jeff Hupke, Co-Chair, reviewed the results of the 2012-2013 Industry and Member surveys. The Industry survey attracted over 1,500 participants v. 225 in 2011, a 600% improvement rate. The Member survey also experienced more participants with 116 completed v. 92 in 2011, a 26% improvement rate. Special appreciation was given to industry publications and organizations that advertised the Industry survey on behalf of FAMA and FEMSA. [Results of the surveys will be posted in the secure documents of www.fama.org. Members attending this meeting were provided an advanced review of the results.]

Statistics – Jeff Hupke, on behalf of the Statistics Committee, previewed the 4Q12 statistics report. Don Fishel and Dave Dreobl presented additional slides relative to data collection results and prospective steps going forward. Historical industry slides/graphs were reviewed and compared with the GDP and other factors including Conference Board LEI Composite, All Urban CPI, Unemployment Rate, Housing Starts, and Total Construction.

The Statistics Team was lauded for its research and diligence in presenting this information.

Open Mic Topics – Discussion topics during this meeting segment included:

1. Should we do more in-depth analysis of statistics? Overwhelmingly, responses were “yes,” with a request to accelerate the program.
2. What trends should FAMA look to benchmark against? Responses included overall construction; sample pool for surveys – break out by state through demographics around the country; reach out to firms that could do the work – see if they think other industries follow the profile as leading economic indicators for a good correlation.
3. Should we allocate funds to do more of this? Responses: We have the funds to do it this year; if we need more funding going forward if it’s a good predictor, FAMA may need to seek other revenue sources; if there is truly good information out there, FAMA could look at a dues increase. The Technical Committee is working on a Safety Guide and that could be a potential source of revenue. Consensus was that members want the additional data – move forward. Noted another potential revenue source may be the sale of the data (currently only available to members).

4. Future presentations – Focused, high value topics – what are the “hot button” issues? Fall meeting will provide a speaker on Obamacare and its impact on businesses; health insurance – ways to mitigate costs; awareness to membership of 1901/1906 changes on the horizon – review proposed changes at the fall meeting.
5. How do we regularly engage FAMA members? Re-energize the Mentor Program, pairing up a member with a first-time attendee to “walk” them through their first meeting; held a new attendees reception last night with positive results; have a scheduled event (not golf) – local attraction or event optional; have an electronic directory with photos and contact information.
6. How do we get input from those not attending the spring and fall meetings? Do supplemental survey asking non-participating members why they do not attend, or do personal contacts to determine; virtual meetings ... stream live? Having more truck manufacturers attend will grow component manufacturers’ attendance.
7. Should we outsource more initiatives with universities and other creative organizations to maximize our results and ROI? Look at white papers – engage interns from universities; communicate to customers the actual costs of NFPA and EPA issues; other?
8. Looking ahead: Time to look into a professional association that has branches when the current administrator retires; look at an umbrella association; discuss the possibility of changing the board structure to allow for a two-year presidency.

Meeting Suspended for the Day

Day 2 – March 19, 2013

Call to Order – by Mr. Boer at 8:01 a.m. He noted that yesterday was a good, productive day, followed by a nice evening. Mr. Grimaldi reviewed some housekeeping issues regarding the day’s events as well as member departures today and tomorrow.

Committee Reports, continued.

Technical – Roger Lackore and Damon Lewis, Co-Chairs, reviewed the initiatives for this year including the publication of quarterly e-news, NFPA 1901/06 participation, development of a Fire Apparatus Safety Manual, a white paper on improved organization of the website, increased use of Basecamp, and support of the FDSOA apparatus symposium by assisting with presentations and speakers. The spring Technical Committee meeting will be held April 25th at the Indiana Convention Center in conjunction with the FDIC show. An outline of the writing assignments and topics for the monthly FAMA Forum in *Fire Apparatus & Equipment* magazine was reviewed. Sponsors of the fall 2012 and spring 2013 Technical Committee meetings were recognized and thanked for their support.

GAC – Lee Morris, FAMA Co-Chair, reviewed 2012 activities including Hill Day successes; scheduled Home Days; the Alliance Luncheon; ongoing meetings with members, staff and committee members; GAC alerts and newsletters; Fire Act reauthorization; and hosting of the spring industry/FEMA grants office roundtable at FDIC. For 2013, the push is on for continued funding of AFG and SAFER programs, DHS reauthorization, and state/federal fire truck weight laws. Members were encouraged to maintain communication and relationships with their congressional offices.

The GAC was tasked with finding other programs and sources of funding for fire equipment.

Membership – Tim VanFleet, Co-Chair, introduced members of the committee including two new additions. The new attendees reception went well last night, and this event will continue to help make new folks feel welcome and to encourage their engagement in FAMA. Ms. Lowery and Ms. Mellette will help to revive the Mentor Program.

Marketing – Ron Truhler, Chair, reviewed the activities of the committee. FAMA will again engage with FDIC through a special sponsorship – look for the FAMA logo on banners and other print media at the show. The new FAMA brochure, update of the FAMA website, and an active press release schedule are planned for 2013.

Speaker Presentation – “Over the Fiscal Cliff,” Mark Light, Executive Director, IAFC.

Mr. Light shared an update of the industry from the perspective of the International Association of Fire Chiefs. Some sobering facts presented include that the fire service is spending at 2003 levels, far below the levels seen in 2007 and 2008. The recovery is very slow – about 4% per year growth. At that rate it will be 2026 before we reach previous high levels of spending. This and other information presented indicate that the industry is changing with fire departments willing to accept higher maintenance cycles.

Open Mic – Day 2

Meeting Planning – John Swanson and Grady North, Co-Chairs, reviewed the committee slides. Appreciation was given to Bob Grimaldi for all his work for this meeting, and to all meeting sponsors for their support.

Noted that reviewing the demographics of members, the nucleus of members come from the east coast, and there is typically higher meeting attendance in the southeast/Florida area. The committee is looking at a 3-city rotation for meeting sites. Review of future planned locations. Regarding the 2014 spring meeting, the hotel asked FAMA to move a week out; review of concessions offered.

Future locations – look at west coast of Florida, Key West (revisit previous location and another site about a mile away from Duval St. requiring transportation to that district; research other locations in Florida and Texas following the site criteria; think outside the box; research other locations in Palm Springs; preference is the Ft. Lauderdale location v. Key West. Research west coast of Florida each year with different locations from 2016-out. Research arrival on Sunday with golf Monday, meetings Tuesday/Wednesday – may see reduced room rates (address in a survey).

Suggestions for Fire Drill topics for the fall meeting: cut drayage costs at trade shows; cost benefit analysis on changes in 1901 – get data and a presenter; Interschutz 2015 is planned; Apps. Suggestions for business speaker-type format: Emerging technology, Products, Services; speaker on Apps – Insta gram; FAMA Book (bio of each person); App for FAMA agenda, meeting events, golf, emails, etc.; LinkedIn Group (ask WMH); look Basecamp at the Technical level.

Should FAMA allocate financial resources to work with a professional agency to build, implement, and conduct a thorough and ongoing marketing campaign to raise awareness of and reinforce the FAMA brand amongst its members and the industry? Suggested FAMA hire a resource to market FAMA brand; “Look for the Logo;” consider as needed and as within the budget.

As an industry trade organization, where should FAMA be applying its focus? Should we be active in designing and shaping the future of the industry or should we be a resource that supports others (members or alliance partners) as they do so?

Response: FAMA should be out there and promoting what is out there in the industry; get credit for what FAMA stands for and why one should belong to the association; look at Mr. Lackore’s project of the safety manual, for example. Also, a white paper on apparatus replacement guideline cycle would be a great project; commission a study through a university.

Are we proactive or reactive to getting our message out to end users? Look at white papers on the website. What are FAMA’s communication tools – newsletter, email. Consider presentations at the FDIC by manufacturers to see what the end user is looking for; where are their interests? Hold a session for Q&A.

The FDSOA apparatus symposium is another resource to promote the FAMA brand.

NFFF vulnerability assessment project – there is an apparatus segment and perhaps FAMA could be more involved; it is a big job, outsource likely; would need to consult the NFFF.

Focus - profitability and health of member companies; work cooperatively with other associations – focus should be our members.

Communication - *FAMA Flyer* should be an option for our members and their customers.

Review FAMA's Mission as set out in the bylaws:

The mission of FAMA shall be:

- To operate as a business league, as the term is used in Section 501(c) (6) of the Internal Revenue Code of 1954, as amended, for the improvement of business conditions in the fire apparatus and equipment industry (hereinafter "industry");
- To advance and protect the business interests of the industry;
- To support and assist in the development of such standards, programs, data, nomenclature and objectives as are permitted by law, related to the safe design, manufacturing, marketing and use of fire apparatus and equipment;
- To promote the working relationships between the industry and
 - o end users of fire apparatus and equipment;
 - o component and accessory suppliers
 - o legislative, regulatory and standards writing organizations.
- To keep members apprised of all pertinent regulatory, economic, technological and other developments that affect the industry;
- To promote the common interests of fire apparatus and equipment manufacturers in the development and sale of safe and efficient products;
- To promote reforms in the law to achieve these objectives;
- To engage in any lawful activity consistent with the foregoing for which corporations may be organized under the Non-stock Corporation Act of the Commonwealth of Virginia.

Research (a) which members are/are not opening email communications; (b) do website analytics on who is visiting the site – members v. end users (WMH); (c) FAMA stickers/decals; (d) how many members use the FAMA logo on their websites?

Unfinished Business

Nominations – Peter Darley, Chair, announced that nominations are now open for the 2014 Board positions of Secretary and Jr. Director-at-Large. Members who have interest should speak to a committee person. An all-call email will be sent to all members.

New Business – none.

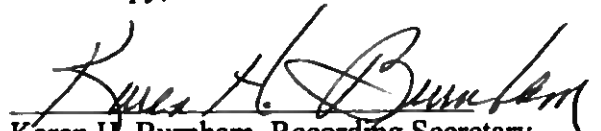
Closing Remarks – Mr. Boer thanked members for attending this meeting. There was a good exchange of ideas and projects for the Board to review.

Next Meeting Notice – The next meeting of the FAMA membership will be held September 25-27, 2013, in Tampa, FL.

Adjournment – With no further business to come before this meeting, upon motion duly made and seconded, it was:

VOTED: To adjourn the meeting, at 11:26 a.m.

A true copy, attest:



Karen H. Burnham, Recording Secretary

Attachments:

Attendance List

Treasurer's Report

**FAMA Spring Membership Meeting
September 18-19, 2013
Rancho Mirage, CA**

Attendance (based on call of roll)

4-Guys, Inc. – Mark Albright
Akron Brass Co. – David Durstine, Tim VanFleet
Aluminum Ladder Company – Karen Mellette
AMDOR, Inc. – Bruce Whitehouse
Apparatus Equipment & Service Inc. – Bill Arbus
APR Plastic Fabricating – Chad Falls
Bostrom (H.O.) Company, Inc. – Paul Bostrom, Bev Lowery
Bulldog Fire Apparatus, Inc. – Jeff Mazza
C.E.T. Fire Pumps Mfg., Ltd. – Jerry Halpin
Code 3 – Damon Lewis
Cummins Inc. – Dave Dreho
Duo-Safety Ladder Corp. – Sandra Vandersee, Randy Vandersee
Eagle Compressors Inc. – Anthony Gonzalez
Elkhart Brass Mfg. Co., Inc. – Tim Doane
E-ONE – Grady North, Kent Tyler
Ferno-Washington Inc. – Steve Rowland
Fire Research Corp. – Jack McLoughlin, Toh Meng
FoamPro – Mike Dupay
Fort Garry Fire Trucks – Lisa Doyle, Brian Nash, Rick Suche
Fouts Bros. Fire Equipment – Scott Edens
Hale Inc. – Bruce Lear
Hansen International, Inc. – John Seehof, Lisa Hansen Beebe
IMMI – Dan Veselsky
KME Fire Apparatus – Phil Gerace
Kochek Company, Inc. – Greg Kozey, John Swanson
Kussmaul Electronics – Tom Nugent
Marion Body Works, Inc. – Curt Ignacio
MaxxForce Engines – Jim Ham
Oshkosh Corporation – Lee Morris, Roger Lackore, Jeff Resch
PPG Industries – Lou Milanovich
Pro Poly of America Inc. – Tim Dean
RealWheels Corporation – Jan Polka
ROM Corporation – Don Fishel, Jeff Hupke
Rosenbauer America, LLC – Harold Boer
Seats, Inc. – Tammy Laridaen
Spartan Chassis – Mike Bowman
Spartan Motors Inc. – Dennis Schneider
Sutphen Corporation – Drew Sutphen
Task Force Tips – Ron Truhler
United Plastic Fabricating, Inc. – Bill Bruns, Andrew Lingel, Joe Lingel

VisionMark – Jerry Merges

W.S/ Darley & Company – Paul Darley, Peter Darley, Jeff Darley

Waterous Company – Bill Smith, Steve Toren

Honorary Member – Al Burnham

FAMA Legal Counsel – Jim Juneau

FAMA Administrator – Karen Burnham

Fire Apparatus Manufacturers' Association

Profit and Loss Budget vs. Actual

January through February 2013



	Jan - Feb '13	Budget	Performance- to-Budget	% of Budget
Ordinary Income/Expense				
Income				
130 — INCOME				
230 — Revenue				
Advocacy Sponsorship (PennWell)	Prepaid in 2012	40,000.00		
Contingency Fund	0.00	13,060.00	-13,060.00	0.0%
Dues	750.00			
Dues 2013	173,257.56	191,250.00	-17,992.44	90.6%
GAC Donation	0.00	20,000.00	-20,000.00	0.0%
General Funds	0.00	0.00	0.00	0.0%
Hill Day	372.68	1,375.00	-1,002.32	27.1%
Interest-ING	0.02			
Interest-MCU-Reserve	210.40	1,275.00	-1,064.60	16.5%
Interest-MCU-Surplus	204.52	1,020.00	-815.48	20.1%
Interest-MM	17.06	30.00	-12.94	56.9%
Meeting Fees (Fall)	0.00	15,750.00	-15,750.00	0.0%
Meeting Fees (Spring)	23,576.11	27,000.00	-3,423.89	87.3%
Meeting Sponsors (Fall)	0.00	9,000.00	-9,000.00	0.0%
Meeting Sponsors (Spring)	2,500.00	13,000.00	-10,500.00	19.2%
Scholarship Sponsor	0.00	5,000.00	-5,000.00	0.0%
Technical Cmte (Sponsors)	0.00	8,000.00	-8,000.00	0.0%
Total 230 — Revenue	200,888.35	345,760.00	-144,871.65	58.1%
Total 130 — INCOME	200,888.35	345,760.00	-144,871.65	58.1%
Total Income	200,888.35	345,760.00	-144,871.65	58.1%
Expense				
131 — EXPENSE				
Accountant Fees	0.00	3,500.00	-3,500.00	0.0%
Advocacy Activities				
CFSI (Annual)	0.00	11,000.00	-11,000.00	0.0%
Education-Grant Fund	0.00	6,000.00	-6,000.00	0.0%
GAC Advocacy	0.00	13,000.00	-13,000.00	0.0%
Newsletter	0.00	7,500.00	-7,500.00	0.0%
NFFF (Annual)	0.00	2,500.00	-2,500.00	0.0%
Total Advocacy Activities	0.00	40,000.00	-40,000.00	0.0%
Annual Fees (Corp)	280.50	500.00	-219.50	56.1%
Awards/Recognition	0.00	225.00	-225.00	0.0%
Bank Fees	980.61	3,500.00	-2,519.39	28.0%
Board Meetings/Retreats	248.45	7,500.00	-7,251.55	3.3%
Donations/Gifts	0.00	500.00	-500.00	0.0%
Education-Scholarship	0.00	5,000.00	-5,000.00	0.0%
GAC Activities				
Governmental Affairs - Canada	0.00	3,675.00	-3,675.00	0.0%
Governmental Affairs - US	2,000.00	25,235.00	-23,235.00	7.9%
Total GAC Activities	2,000.00	28,910.00	-26,910.00	6.9%
Hill Day Fees	0.00	675.00	-675.00	0.0%

Insurance Premiums	930.00	2,750.00	-1,820.00	33.8%
Legal	2,450.00	15,000.00	-12,550.00	16.3%
Management Fees	6,000.00	46,000.00	-40,000.00	13.0%
Marketing/PR	12,271.79	19,450.00	-7,178.21	63.1%
Member Meetings (Fall)	500.00	37,450.00	-36,950.00	1.3%
Member Meetings (Spring)	10,641.94	85,000.00	-74,358.06	12.5%
Membership (Plaques)	0.00	600.00	-600.00	0.0%
Membership Recruitment	0.00	1,200.00	-1,200.00	0.0%
Office	858.21	10,000.00	-9,141.79	8.6%
Statistics (General Funds)	0.00	7,500.00	-7,500.00	0.0%
Statistics Program	1,075.00	6,000.00	-4,925.00	17.9%
Technical	0.00	13,500.00	-13,500.00	0.0%
Travel - Administrative	457.36	8,000.00	-7,542.64	5.7%
Travel - Trade Show Staff	0.00	3,000.00	-3,000.00	0.0%
Total 131 — EXPENSE	38,693.86	345,760.00	-307,066.14	11.2%
Total Expense	38,693.86	345,760.00	-307,066.14	11.2%
	162,194.49	0.00	162,194.49	100.0%
Net Income	162,194.49	0.00	162,194.49	100.0%

Fire Apparatus Manufacturers' Association **Balance Sheet Prev Year Comparison** **As of February 28, 2013**

	Feb 28, '13	Feb 29, '12	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Metro CU MM-Reserves-30 *	153,294.71	151,829.78	1,464.93	1.0%
Metro CU MM-Surplus-31	149,008.48	26,172.11	122,836.37	469.3%
ING DIRECT Business Savings	31.65	31.53	0.12	0.4%
FAMA Money Market	153,610.72	238,662.88	(85,052.16)	-35.6%
FAMA Checking	23,469.89	9,233.71	14,236.18	154.2%
Total Checking/Savings	479,415.45	425,930.01	53,485.44	12.6%
Total Current Assets	479,415.45	425,930.01	53,485.44	12.6%
TOTAL ASSETS	479,415.45	425,930.01	53,485.44	12.6%

*Annual Reserves Requirement per FAMA
Financial Policy = 6 months' expenses
from year end of the prior fiscal year.
Total 2012 Expenses = \$293,592.09 / 2 = \$146,796.04
These are funds that cannot be spent.