

# ANNUAL REPORT To Membership 2024-2025



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#### ERAPPA BOARD

President Greg Clayton University of PEI

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Vice President, Nicola Embleton-Lake Dalhousie University

**Professional Development** 

and Community Engagement

Vice President, Membership Andy Feick Swarthmore College

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and Communications

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Regional Director Jessica Pepoy Wolcott Public Schools

APPA Liaison to ERAPPA Michelle Frederick

Business Partner Representative Leslie K. Whitby Target Building

#### ERAPPA Reps to APPA Committees

Awards and Recognition Committee Michael Dixon MD/DC APPA

Membership Engagement Committee Kathryn Brubacher OCAPPA

Rex Dillow Reviewer Jessica Pepoy SNEAPPA

# President's Message Greg Clayton, ERAPPA President University of PEI



Dear ERAPPA Friends and Colleagues:

As we look back on the progress made during this past year, I'd like to take a moment to highlight some key initiatives that have advanced our shared goals, while focusing on our mission. Our collective efforts, driven by commitment and collaboration, have strengthened both our region and chapters.

Over the past year, the board has convened monthly, including in-person meetings in March, June, and September. The board has achieved significant milestones during this period, some of which I will highlight in this report, while others will be detailed in the reports of other board members. I extend my gratitude to all who have supported me over the past year, including ERAPPA members, APPA staff, and the ERAPPA Board. Upon accepting the role of ERAPPA President, I committed to listening, leading, and inspiring those around me to ensure that ERAPPA continues to meet the needs and expectations of our membership.

The following is a summary of some of the achievements over the past year:

#### **Annual Meeting Schedule**

The fall conference schedule has been reviewed, resulting in the decision to reschedule the Saturday committee meetings to Sunday. This change is intended to reduce time away from home and the office for committee and board members. Additionally, the Tuesday award banquet schedule has been revisited and streamlined to ensure that the ceremony focuses on celebrating our members and the award winners, with the goal of completing the awards celebration within one hour.

#### **APPA Initiatives**

We continue to collaborate with APPA as it launches initiatives from it's strategic plan to strengthen our association, region, and chapters. This includes new membership database software and reviewing APPA educational offerings for the region, including expanding learning opportunities and APPA road show ideas.

#### **Treasurer Support**

The board continues to explore methods to assist the Treasurer in fulfilling their duties, aimed at reducing the Treasurer's workload and providing support during unforeseen absences.

#### **Strategic Plan**

The ERAPPA board has been focusing on initiating a strategic planning process that considers APPA's new strategic plan while fostering collaboration and enhancing regional member engagement. Guided by a consultant and a strategic planning steering committee that was formed during our mid-year meeting, the goal is to have a new strategic plan completed by March 2026.

#### **Reaching out To Chapters**

ERAPPA Board members attended chapter meetings to communicate directly with chapter members as well as to update the chapters of regional initiatives. This proved to be a beneficial initiative.

#### **Newsletter Gains Momentum**

The ERAPPA newsletter was rejuvenated about a year ago and has proven to be a valuable communication tool. It serves as a forum for the region and chapters to provide updates, along with contributions from ERAPPA committees, scholarship information, and the annual meeting host committee. One of the new initiatives that the Professional Development team is undertaking involves reaching out to fall conference presenters to determine their interest in contributing their presentation material as a newsletter article.

#### **Onboarding New Board Members**

Over the past year, significant efforts have been devoted to enhancing the onboarding process for new board members. This initiative encompassed the development of an onboarding checklist, facilitating a transition period between outgoing and incoming members, as well as reviewing and updating the responsibilities assigned to each board member.

#### **ERAPPA Board Position Election Process**

The board is pursuing updating the election process to be more transparent and include electronic ballots and absentee voting by the institutional representative who cannot attend the annual business meeting. This necessitated the board to develop a new election procedure and update the bylaws.

#### Thank you to the Host Committee

Finally, I would like to thank the host committee for all their hard work to pull together ERAPPA 2025 in Atlantic City. Having been on three host committees over my 25 years serving ERAPPA, I know how much work it is to pull off a successful conference. Congrats on a job well done!

#### **Chapter Development Committee**

#### **Hugh Briggs, Vice President**

**Lakehead University** 



#### The ERAPPA Chapter Development Committee Representatives are:

Tom Gilmore	President Atlantic Provinces	AAPPA
<b>Brett Fulton</b>	President Delaware Valley Chapter	DVAPPA
Erik Cagle	President Keystone Chapter	KAPPA
Quajalyn Amos	President Maryland-DC Chapter	MD/DC APPA
Josh Johnson	President New Jersey Chapter	NJAPPA
<b>Doug Consentio</b>	President Northern New England Chapter	NNECERAPPA
Gary Goss	President New York Chapter	NYAPPA
Dave Cono Tinoco	President of Ontario Universities	OAPPA
Henry Colyn	President of Ontario Colleges	OCAPPA
Glen Mathieu	President of Southern New England Chapter	SNEAPPA

#### **Outgoing Members during 2024:**

Mark Bodenschatz	President Keystone Chapter	KAPPA
Amy Baker	President New Jersey Chapter	NJAPPA
Rex Giardine	President New York Chapter	NYAPPA
Scott Johnstone	President of Ontario Universities	OAPPA
Melissa Bergeron	President of Southern New England Chapter	SNEAPPA
Craig Hickey	President Atlantic Provinces	AAPPA

#### **CHAPTER LEADERSHIP**

There has been a number of changes at the president's level in our chapters. We have six new members this year. The new group has already brought an increased level of enthusiasm and provide impressive leadership to their chapter constituents. The presidents are strong leaders and will represent their respective chapters well.

There is so much opportunity for chapter presidents to take the APPA message back to their respective chapters and promote the opportunity that our APPA membership offers.

#### **GOVERNANCE**

The chapter presidents will continue to be the catalyst to promote the strategic plan at the chapter level along with other initiatives from the national to the local chapter level.

While the past while has been challenging for all, the chapters are engaged and reaching out to the membership through meetings, events and conferences to reinvigorate the membership. This in turn will produce a pool of prospective candidates for the chapters and the ERAPPA Board. The Presidents were successful in nominating a chapter champion candidate from each chapter.

#### **FINANCIAL**

Most institutions continue to have financial concerns and we are working on continuing to provide avenues for our membership to attend and participate in APPA related educational offerings. The educational scholarship program offered by ERAPPA is gaining momentum and has a fulsome group of candidates to choose from across our region. Financial challenges across many chapters will limit travel and educational opportunities. Attendance at ERAPPA events will suffer.

#### **CHAPTER MEETINGS**

Chapter meetings have been a combination of in person and virtual across our region. Attendance is improving over the past years. Please see chapter president reports for further detail on their chapter.

#### **SCHOLARSHIPS**

With the multitude of chapter, regional, and national **scholarships available**, we are proud that many individuals have applied for an ERAPPA scholarship. With the credential scholarship being an added bonus to your membership we continue to demonstrate the value of ERAPPA. ERAPPA has been able to provide additional scholarships with the reduction in cost to attend programs remotely.

#### **CHAPTER INITIATIVES**

With the core mission of all chapters being, **to better educate our members**, the methods of delivery are ever-changing and the chapter presidents are using the increasing new avenues as well as being leaders in promoting new methods of delivery. All options are being considered and tried to keep the membership engaged and involved.

#### **MID-YEAR & ANNUAL MEETING**

This year's **Mid-Year Meeting** was held in Atlantic City NJ and was well attended. The full annual meeting hosted by NJAPPA in Atlantic City NJ at the Hard Rock Casino Resort will be a great way to network and provide educational opportunities. Looking forward to seeing all of you in person this fall.

#### Technology and Communications Committee

Jason Sawyer, Vice President

**Smithsonian Institution** 



#### The ERAPPA Technology & Communication Committee Representatives are:

Tom GilmoreAtlantic ProvincesAAPAAChristi Muller FordDelaware ValleyDVAPPATodd MorganKeystone ChapterKAPPA

Vivica Williams Maryland DC Chapter MD/DCAPPA and BP

**Gus Bing** New Jersey Chapter NJAPPA Billy Gagnon Northern New England Chapter **NNECERAPPA** Derek Sylvester **New York Chapter** NYAPPA Colleen McArthur **Ontario Colleges** OCFMA Vacant **Ontario Universities** OAPPA Tim Garland Southern New England Chapter **SNEAPPA** 

#### **Outgoing Members during 2024/2025:**

Jim Lewis Keystone Chapter KAPPA

#### **Web Sites for Host Committees**

Provided guidance and support to the ERAPPA 2024 and 2025 Host Committees. OgoSense created two subdomains off the ERAPPA site for the 2025 and 2026 annual meetings.

#### **ERAPPA.ORG Website**

Continued to support the ERAPPA website. We continued adding webinar links to YouTube and try to add new content to draw in visitors.

Posted job vacancies when requested.

#### Zenfolio-Photo Website

#### ERAPPA Photographs ERAPPA Annual Meetings (zenfoliosite.com)

We continue collecting photos from all sources to populate the site. Photos in the member-only area were transferred to the new website.

#### Social Media Contractor

The contractor, EZ Local, continues posting weekly on various platforms like Facebook, Instagram, and LinkedIn. T&C provides the content to the contractor from the various committees. We struggle with providing new content and hope to improve in the future.

#### **Website Contractor Support**

Continue to have a problem with new requests to access the member-only area. OgoSense provided a work around.

#### Benchmark Email

Sent out six emails this year to the members informing them of new leadership with the ERAPPA board and to advertise upcoming events.

#### **ERAPPA** Newsletter

T&C championed the start of a new newsletter for ERAPPA. We were able to collect content, build eye catching pages, and publish them in a flipbook website. The reviews of the newsletter have been fantastic, and we will continue quarterly.

#### Webinars presented by ERAPPA

The technology team supported educational webinars as they continued a series of free web presentations.

#### Scholarships

Assisted with updating the scholarship forms and website language for ERAPPA members to apply. This included a workflow for the supervisors to approve the applicant's submission.

#### Microsoft Office/Teams

We continued to support the Board and their use of the Microsoft Office tools.

#### **Future Initiatives**

Continue to improve email contact lists and research better methods to stay organized. We want to continue to support the archival/history group in any technology needs to assist in their fact-finding mission.

# Member and Community Engagement Committee Andy Feick, Vice President





David MacDonald	Atlantic Provinces	AAPPA
Kevin Kane	Delaware Valley	DVAPPA
<b>Brian Richardson</b>	Keystone	KAPPA
Darryl Williford	Maryland/DC	MDDCAPPA
Tawanda Thomas	New Jersey	NJAPPA
Tandra Boilard	Northern New England	NEAPPA
Vacant	New York	NYAPPA
Kathryn Brubacher	Ontario Colleges	OCAPPA
Ron Ogata	Ontario Universities	OAPPA
Tammy Goodale	Southern New England	SNEAPPA
Nick Cerro	<b>Business Partner Representative</b>	NEAPPA
<b>Caroline Mahoney</b>	Membership Success Manager	APPA

#### *Outgoing members and vacancies during 2024/2025:*

Glen Mathieu	Southern New England	SNEAPPA	
Gary Goss	New York	NYAPPA	

The Member and Community Engagement Committee welcomed one new member, Tammy Goodale, during 2024-2025.

#### Member and Community Engagement Committee Responsibilities

The ERAPPA Member and Community Engagement Committee's charge is to provide strategic guidance to aid in the recruitment, retention and growth of an actively engaged membership. This is done with the vision of providing ERAPPA members with the requisite knowledge, values, and services to elevate the educational facilities professional, and to transform learning institutions.

The Committee continuously reviews membership data to ensure ERAPPA is reaching out to institutions and business partners to welcome new staff and to those who are not members of APPA and ERAPPA; to those who have not selected regional membership (APPA-only); and to re-engage members who have dropped their memberships.

The Committee works closely with other ERAPPA committees to ensure APPA and ERAPPA products and services meet the needs of members.

The Committee consists of representatives from each active ERAPPA chapter (and one member is appointed to serve on APPA's Membership Committee). I want to express my gratitude to Kathryn Brubacher for doing an outstanding job in representing ERAPPA Membership to APPA. This was Kathryn's first year as ERAPPA's membership liaison to APPA

The Membership Committee holds monthly virtual meetings and has two face-to-face meetings annually; one at the ERAPPA Mid-Year-Meeting (expenses covered by ERAPPA) and the other at the ERAPPA Annual Conference (expense borne by the member's institution.) Each Member is expected to provide feedback to their chapters on the activities, actions, and initiatives of the Committee, and to actively market and promote the value of APPA and ERAPPA membership.

#### Mission Statement - ERAPPA Member and Community Engagement Committee

The ERAPPA Member and Community Engagement Committee is organized to maintain proactive relationships with all membership categories. The Committee uses the educational tools provided via chapter, regional, and national APPA organizations as we engage to become lifelong learners in our professional lives. We recognize that professional interaction is our foundation, as we maintain and grow the number of member institutions. Together with the ERAPPA Professional Development Committee, the M & CE Committee provides strategic guidance to our chapters to retain and grow an actively engaged membership and recommends to the Board strategies for growing ERAPPA membership and retaining current members. The Committee accomplishes this partly by working closely with APPA and the Chapters, producing and approving annual member recruitment goals and strategy, and periodically reviewing and adjusting the goals as needed. The Committee, through its APPA Liaison, provides perspective on the needs and expectations of ERAPPA's membership and works in tandem with other ERAPPA committees to assist in meeting those expectations.

#### **A.** ERAPPA Annual Conference

The 2024 ERAPPA annual conference took place September 29 – October 2 in Valley Forge, Pennsylvania. The conference provided attendees with numerous positive networking opportunities and attracted 517 educational and business partner participants and 100 business partner booths in the Hall of Resources. Participants were updated by members of the Board at the business meeting on September 26, 2023. At ERAPPA meetings, it is customary for participants to learn, network, and enjoy some SWAG. Pre-registered participants received a complimentary conference bag. Member and Community Engagement committee members welcomed first time attendees with a pre-conference networking reception and FTA's received a complimentary solar charged battery for personal electronics, which bore the ERAPPA

logo. The FTA reception attendees are introduced to their chapter leadership and other FTA's from their chapters and given an overview presentation to familiarize them with APPA and ERAPPA. The committee members, recognizable in gray vests, also provided registration and conference assistance to first-time attendees.

#### **B.** Scholarships and Recognition

ERAPPA awarded eight Ambassador Scholarships to conference attendees, which provided a complimentary conference registration to first-time attendees or an attendee who had not attended an ERAPPA regional conference in the last five years.

The 2025 ERAPPA Ambassador Scholarship winners were:

Chapter	Last Name	First Name	Institution/Program
DVAPPA	Pittman	Stethen	Swarthmore College
ОСАРРА	Rahmat	Heidi	Humber College
NJAPPA	Shah	Rajendra	Montclair State University
NYAPPA	Ferrantilli	Ryan	Binghamton University
NYAPPA	Westbrook	Joseph	SUNY Cortland
AAPPA	Brow		Mount Saint Vincent
			University
DVAPPA	Protesto	Chris	Villanova University
DVAPPA	Ogawa	Ken	Saint Joe's University

This year the host committee sold additional sponsorships for additional scholarships. There was a Capstone Scholarship for second-year attendees and a Foundation Scholarship for any conference attendee.

The 2025 ERAPPA Capstone Scholarship winners were:

Chapter	Last Name	First Name	Institution/Program
КАРРА	Phillips	Melissa	Penn State University
AAPPA	DeLorey	,	Mount saint Vincent University
DVAPPA	Lewis	Jason	Swarthmore College
ОСАРРА	McArthur	Colleen	Algonquin College
ОСАРРА	Johnston	Melissa	Algonquin College

The 2025 ERAPPA Capstone Scholarship winners were:

Chapter	Last Name	First Name	Institution/Program
КАРРА	Eppley	Douglas	Saint Vincent College

NJAPPA	Fitzgerald	Mike	Rutgers University
NYAPPA	McCarthy	Meghan	Binghamton University
AAPPA	Walker	Ryan	Mount Saint Vincent
			University
NJAPPA	Bing	Gus	Princeton University

ERAPPA awards Educational Scholarships to individuals who submit applications. The process is competitive, and all submissions are reviewed by a sub-committee of the ERAPPA Board of Directors. Winners attend a program in the year following the award. Attendees are requested to share a brief written report sharing how the educational program benefited them personally and professionally.

The 2025 ERAPPA Educational Scholarship winners were:

Chapter	Last Name	First Name	Institution/Program
OCAPPA	Stephens	Carol	Conestoga College
AAPPA	MacDonald	David	Dalhousie University
KAPPA	Clark	Elizabeth	Penn State University
DVAPPA	Pollart	Matt	Villanova University
NYAPPA	McCarthy	Meghan	Binghamton University
NEAPPA	Early	Rory	Phillips Exeter Academy
DVAPPA	Dunham	Scott	Drexel University
AAPPA	Gilmore	Tom	University of New Brunswick

#### c. ERAPPA Member and Community Engagement Committee Goal Achievement

- ✓ Assisted FTA's at registration in Valley Forge, Pennsylvania
- ✓ Hosted a successful FTA reception in Valley Forge, Pennsylvania
- ✓ Awarded 18 Ambassador, Capstone and Foundation Scholarships to the 2024 ERAPPA Conference in Valley Forge, Pennsylvania
- ✓ Awarded eight educational Scholarships to APPA U 2025 in Fort Worth, Texas and Orlando, Florida

#### **D.** ERAPPA Member and Community Engagement Goals

- ✓ Help existing members navigate their ERAPPA/APPA membership renewal
- ✓ Helping new attendees to leverage the most education from an ERAPPA Annual Meeting
  - o Continue with the successful pre-conference outreach to ERAPPA

#### annual meeting FTA's

- Enhance the ERAPPA annual meeting FTA registration presence with table skirts to help FTA's find support
- Fill vacant committee positions
- Support this major goal using a proactive approach to newly registered attendees with an 8 point "touch"
- The pre-conference outreach includes (1) a welcome letter from the VP, followed by (2) a phone call or email from their Chapter M & CE Committee member, followed by a (3) Webinar. At the Conference, (4) Committee members will be present at Registration to individually welcome each new attendee and assist with Guidebook, the lay of the land, etc. The traditional (5) First Time Attendee Reception remains a welcoming event where new attendees are introduced to the APPA/ERAPPA/Chapter leadership. Touchpoint (6) includes assisting new attendees with the Hall of Resources and introducing them to their colleagues and Business Partners. The (7<sup>th</sup>) interaction is greeting and extending invitations to the FTA Breakfast tables on Monday morning. This may also extend to lunch or any other event that is included in the schedule. Again, offering to help the new attendees get to educational sessions, sharing knowledge of what to expect at the Tuesday Business Meeting, etc. The (8<sup>th</sup>) The last formal "touch" is a post- conference note to those who attended for the first time. The Committee would like to gain feedback from the process.
- ✓ Continue to grow the profession by encouraging each other and those at our campuses to participate in our local and regional chapters.

#### E. New Initiatives

There is renewed membership vigor with APPA's new leadership and organizational changes. APPA's new Membership Success Manager, Carolyn Mahoney is very involved with regional membership VP's with monthly membership calls and frequent communication.

There are new marketing materials that have been developed, for regional and chapter use, to help members talk about membership benefits with peers. There is also a more focused effort on membership renewal.

#### **Professional Development Committee**

#### Nicola Embleton-Lake, Vice President

**Dalhousie University** 



#### The ERAPPA Professional Development Representatives for 2025 -2026 are:

AAPPA Kris Kierstead Mount Allison University **VACANT DVAPPA Gregory Black** Millersville University **KAPPA** University of Maryland College Park **Quajalyn Amos MDDCAPPA** Tim Pratt **Bates College NNECERAPPA** Juanita Larrabee **SUNY Cortland** NYAPPA **Stepanka Elias** OAPPA **Jerry Santos** University of Massachusetts **SNEAPPA** John Argento **Princeton University** NJAPPA

Nadeen Shehaiber Niagara College OCAPPA

**Cristina Roth** Stahl Schaeffer Engineering **Business Partner Representative** 

Outgoing members during 2023/2024:

**AAPPA Kris Kierstead** Mount Allison University

Replaced with

**AAPPA** Jason Penney **Dalhousie University** 

**OCAPPA** Nadeen Shehaiber Niagara College

No replacement yet.

#### The Professional Development Committee met twice this year:

The first meeting occurred at the ERAPPA 2024 annual meeting that took place in September 2024 in Saint Valley Forge, Pennsylvania. The second meeting occurred at the ERAPPA Mid-Year Meeting in Atlantic City, New Jersey, USA.

The Committee continues its active involvement with and in support of the Host Professional Development Committee as we reviewed, selected, collaborated, and prepared for the five diverse tracks of educational programming for the upcoming two core days of the ERAPPA 2025 Annual Conference September 28 – October 1, 2025.

Fewer Conference Calls were held this year as per previous years due to unanticipated workload on my part. Conference calls have been held, and emails have been exchanged with the committee throughout the year. The Professional Development Committee also worked in collaboration with ERAPPA 2025 Host Professional Development Committee to prepare for the educational sessions for the upcoming Annual conference. Additionally, the APPA PD Liaison attended conference calls to provide updates on on-going initiatives with APPA Professional Development opportunities.

#### **ERAPPA Initiatives:**

#### Lunch & Learn Webinars – ERAPPA's Lunch & Learn Webinars

Continued however we did have a couple of hiccups resulting in only two webinars to date this year. On November 21, 2024(\GIS for tracking indoor assets) was really well attended with 160 registered and 145 in attendance. , May

15, 2025 (Financial sustainability challenges facing Canadian Institutions) had 64 registered and 45 in attendance. Given that this was Canadian Focused attendance was Ok. We are working on a July webinar but have concerns about business partners needing to pay, working on getting clarification.

Members of the PD Committee serve as the Speaker Liaison through the process of each webinar, reviewing the communication pieces promoting the webinar, reviewing the presentation content, and providing feedback on that content.

#### **Continuing Education Credits:**

**Program Certifications** – The PDC continues to certify qualifying programs for AIA Continuing Education credits for AIA Members and Architects at the Annual Meeting. The PDC supplies certificates of attendance for all attendees who may use these offerings to document their attendance toward fulfilling their discipline's continuing education requirements. This year certificates were provided for attendance at webinars that have been approved for CEU credits. This year 12 of the presentations have been approved with AIA credit for the fall conference.

**Credits for Chapter Programming** – The PDC can assist chapters to get programming certified for AIA Continuing Education credits.

The committee continues to work with APPA and each other to understand the continuing education needs and documentation requirements of facilities professionals from varied educational and professional backgrounds and to understand how these requirements may vary by Province or State.

#### **APPA Initiatives:**

**CEFP Credentialing** – ERAPPA, working with APPA, has underwritten the cost associated with these desirable certifications. From June 2024 to May 2025, 20 members from 14 institutions from ERAPPA completed their CEFP credentialing. Although we have invested significantly in coupons for the CEFP we are not seeing the completion rates for the program. Therefore, we have worked with APPA to get some credits back given the lack of action of completion of the course. We have received back 15 coupons which we will offer up to our membership, but we will be watching completion rate. We know that sometimes work and life can get in the way but ideally if we can be advised and work with the members to reach completion we are happy to do so. This year we had a total of 74 participants across 50 institutions complete their Recertification.

**Supervisor's Toolkit** - Specifically tailored to meet the needs of developing supervisors in the facilities management profession. Supervisor's Toolkit has successfully been dovetailed within annual meetings and has been offered in several ERAPPA chapters throughout the year. It consistently fills the room, attracting staff from multiple institutions and sometimes neighboring chapters. This year we had a total of 73 participants across 19 institutions.

**APPA U** – The Institute Facilities Management was attended by 3 members from 2 institutions and The Leadership Academy was attended by 42 individuals enrolled in the leadership academy, from 17 institutions.

The Institute for Facilities Management offers four course tracks during each week-long session: General Administration & Management; Maintenance & Operations; Energy & Utilities; and Planning, Design & Construction. Institute students select one core area that will be the focus of their classes for that week. Morning classes consist of required courses, centering on the core area selected. Afternoon classes are electives chosen by the student and may be a combination from any of the four core areas.

Upon completing each week-long session, students will receive a certificate of completion designating their core area of study and 3.0 continuing education units (CEUs). To receive maximum benefit, APPA recommends that students work towards graduation from the full Institute program by completing all four-core areas.

The purpose of *The Leadership Academy* is to enhance and further develop leadership throughout the educational industry. It provides opportunities for administrative professionals to increase their awareness of industry issues, learn the skills necessary to handle today's changes, and discover the leadership potential within each of us. The Leadership Academy has been developed for, and focuses on, the educational institution's facilities staff, buyers/purchasing agents, business/finance professionals, and auxiliary services professionals. Academy attendees focus on one of four tracks per session: Individual Effectiveness Skills; Interpersonal Effectiveness Skills; Managerial

Effectiveness Skills; and Organizational Effectiveness Skills – A Seat at the Table. Graduates of The Leadership Academy or uniquely prepared to demonstrate the value of the facilities department in furthering their institution's educational mission.

**Invest in Success** – APPA's exciting new program designed to develop and inspire front-line staff in their role at your institutions. This program is an investment in your front-line staff by providing them with foundational knowledge and skills for success in their roles and as contributors to the success of their institution. Your front-line staff are vitally important to an institution's success so invest in them today!

**Continuous Learning Offerings** – APPA's new Continuous Learning Series (CLS) is aimed at providing more immediate access to the information, training, and peer-to-peer learning needed during this age of accelerations. It will enable professionals to access the most relevant and current knowledge available on a wide range of topics and across of number of platforms and mediums.

**Thought Leaders Series** - APPA developed the Thought Leaders Series to conduct dedicated discussions on the future of higher education and the impact of that future on educational facilities. Since 2006, the annual Thought Leaders symposium and resulting monograph have addressed a variety of topics related to higher education and affecting the campus-built environment. APPA's Thought Leaders program is a component of the Center for Facilities Research (CFaR). The annual Thought Leaders symposium convenes representatives of colleges and universities from across the United States and Canada alongside association leaders, industry consultants, and education experts.

#### **Annual Meetings Committee**

#### **Kevin Simpson, Vice President**

**University of New Brunswick** 



#### The ERAPPA Annual Meetings Host Committee Chairs/Co-Chairs are:

New Jersey Institute of Technology **Amy Baker** NJAPPA (2025) Sue Maddalena **Zack Painting** NJAPPA (2025) Wolcott Public School **SNEAPPA (2026)** Jessica Abbot **Melissa Bergeron UMass Amherst SNEAPPA** (2026) **Scott Johnstone Brock University** OAPPA (2027) Tim Schill Conestoga College Institute of Technology & Advanced Learning OAPPA (2027)

The ERAPPA Annual Meetings Committee (AMC) consists of the Vice President for Annual Meetings and the Chair or Co-Chairs for all established host committees of the current and future ERAPPA Annual Meetings. The AMC meets twice per year at the ERAPPA Mid-Year Meeting and the ERAPPA Annual Meeting to review the broad issues that may affect all current and future host committees (changes to the Annual Meeting Guide or budget template, for example). Additionally, the Vice President for Annual Meetings joins each individual host committee's regularly scheduled meetings (typically by a TEAMS or ZOOM conference call). These calls allow the VPAM to remain engaged in each year's planning process and maintain continuity from one year to the next. The Vice President for Annual Meetings serves as the liaison between the ERAPPA Board and all active host committees, advocating on the host committees' behalf on initiatives that require action by the ERAPPA Board to facilitate change and act in the best interest of the broader ERAPPA membership.

In 2024, the ERAPPA Annual Conference was held in historic Valley Forge, Pennsylvania, where the host committee remained relatively intact after being postponed in 2021 due to the pandemic. After a successful Mid-Year Meeting that saw many individuals attend in person along with a few who elected to attend virtually, the ERAPPA 2024 host committee gained traction, and we had a very successful conference that exceeded all expectations. On the business partner side, all booths were sold out and a very large number of institutional members attended, despite some travel restrictions across the sector by a few academic institutions. The meeting was very successful under the leadership of both co-chairs and the host committee. As with any annual meeting, there were lessons learned which gave the ERAPPA board items to address and hopefully make lasting changes for future annual conferences.

ERAPPA2025 will be on the shorelines of exciting Atlantic City, New Jersey. At the time of this report, the conference is almost sold out of all exhibitor booths and sponsorship levels. Despite the ongoing financial challenges that are facing many institutions, which in turn, restricts travel to save costs, we are still hopeful for a large turnout from institutional members. With that, the theme of this year, "Guide Your Future", embodies the spirit of resilience and forward-thinking that defines our profession. With tight budgets across the sector, what a great time to think about resiliency and be "forward-thinking". While the conference promises to be intellectually stimulating, the great geographical location will also encourage folks to want to attend and it is our hope that many will immerse themselves in the unique charm of Atlantic City by exploring the boardwalk, shopping the outlets, taking a walk on the sandy beaches or savoring local cuisine. The keynote and plenary speakers along with the professional development program are "top notch" and this host committee is ready. As they say in Atlantic City, "It's A Great Day Here In The City of Atlantic City".

ERAPPA2026 will be in Providence, Rhode Island. The co-chairs along with the rest of the host committee are well underway in their planning process which will be evident in their energy at the ERAPPA2026 booth in Atlantic City. Make a point to stop by and see what they have in store next year.

ERAPPA2027 will be in Niagara Falls, Ontario. The host committee is gearing up and we have no doubt we are in for a great annual meeting, back North of the border. We will hear more about this annual meeting when we are together in Atlantic City.

I encourage our members, especially those newer to the profession to get involved. The experience of serving as a Chair/Co-Chair or member of a host committee or if that seems daunting initially, to help or serve on your local chapter can/is very rewarding. Not only will you get to work with people that have many years of experience in educational facilities but with leaders that have benefitted from such involvement and are eager to share how the commitment of time pays dividends in the long run. I encourage everyone to give it a try. The friendships formed and professional network you will build can at times, be so valuable for you not only in your professional life but also your personal one.

# VP Business Partner Leslie K. Whitby

**Target Building** 



#### **Vice President Business Partner**

The Vice President Business Partner on the ERPPA Board of Directors chairs the Business Partner Committee. The Vice President Business Partner is an elected position for a two-year term, and they may serve a total of up to three consecutive terms.

The ERAPPA Board of Directors voted to change the title of the Business Partner Representative to Vice President of Business Partners. The change occurred after the ERAPPA membership voted at the annual ERAPPA 2024 conference.

The Vice President Business Partner is a voting member of the ERAPPA Board, who acts in the capacity of a liaison between the ERAPPA Board and the ERAPPA Business Partners. This Board position is to provide current information on behalf of the Business Partners membership and is responsible for communicating Board initiatives that impact ERAPPA Business Partner Membership to the members-at-large.

The Vice President Business Partner may remain on the Business Partner Committee at the conclusion of their Board service as a general member of the committee for the purpose of information sharing and continuity, like the role of a past president.

#### Charge

The Business Partner Advisory Committee serves as a liaison between ERAPPA Business Partners and Institutional Members. Its primary role is to foster strong, mutually beneficial relationships through effective communication and support. The Committee promotes the value of ERAPPA membership, gathers feedback from Business Partners, and contributes innovative ideas aligned with ERAPPA's mission and values.

#### **Committee Members Expectations & Responsibilities**

Passion & Support: Members are expected to engage with enthusiasm for the Committee's mission, offering ongoing support to the Chairperson and fellow Committee members. Active Participation: Full participation is expected in 10–12 Committee meetings annually, held primarily virtually.

In-Person Meetinas:

Mid-Year Meeting (March): Attendance is expected only if the Business Partner committee member serves on one of the ERAPPA committees (Technology, Professional Development, Membership Engagement); ERAPPA covers all expenses. Annual Meeting (Fall): Attendance is expected; expenses are the responsibility of the member/company.

Regional Engagement: Members should:

Participate in their local chapter Board Meetings.

Attend local chapter meetings and events.

Share initiatives and feedback between ERAPPA and local chapters.

Report on Business Partner Committee activities, actions, and initiatives.

#### **Committee Structure**

Appointment of Business Partner Representatives

Business Partner Representatives may be appointed by the Presidents of the active Chapters within the Eastern Region of APPA. Each representative typically serves a two-year term. Incoming chapter Presidents may:

Appoint a new representative,

Retain the current representative, or

Follow local chapter by-laws to determine the process.

#### Current Business Partner Advisory Committee Members

Chapter	Name	Organization	Role
DVAPPA / ERAPPA	Leslie K. Whitby	Target Building	Chairperson
DVAPPA	Meaghan Finney	JacobsWyper ARCHITECTS	Member
KAPPA	Cristina Roth	Stahl Sheaffer Engineering	Member
SNEAPPA	Jeff Gutsfeld	Colliers Engineering	Member
MD/DC APPA	Vivica Williams	archSCAN, LLC	Member
NYAPPA	Nicholas R. Cerro		Member
NNECERAPPA	Meg Proulx	Clean-O-Rama	Member
NJAPPA	Mike Zulla	Team PAR	Member

#### **Term Limits**

The ERAPPA Board determined that local Chapters should establish the length of term. Two-year terms are currently consistent across participating chapters.

## Business Partner Best Practices & Membership Engagement Initiative Our Mission

As Business Partners, we are uniquely positioned to contribute to the professional development of our Institutional Members. We aim to promote professionalism, offer guidance to new Business Partner members, and help them align with ERAPPA's vision:

To understand the needs of our members, serve as a key resource in their professional growth, and inspire them to reach their full potential in facilities management.

#### Membership Engagement Committees – Local Chapter Initiative

To strengthen local involvement, the ERAPPA Business Partner (BP) Committee is launching Membership Engagement Committees within each ERAPPA chapter.

#### Purpose & Goals:

Grow and engage local chapter membership

Retain existing members

Promote chapter events

Maintain and update chapter mailing lists

#### Structure:

Led by: The Chapter's Business Partner Board Representative Collaborates with: The Chapter Vice President of Membership

Membership: A mix of Business Partners and (if possible) Institutional Members

#### 2025/2026 Plan

Mission Statement & Goals: To be developed by the ERAPPA BP Committee

**Progress Review:** At the end of 2025

Reporting Structure:

Each committee reports to its chapter board

ERAPPA Vice President Business Partner reports overall findings to the ERAPPA Board

#### Benefits of the Initiative

Provides consistency across chapters

Encourages collaboration, sharing of ideas, and best practices

Strengthens engagement with Institutional Members

Helps chapters better define and communicate membership benefits

#### Success: Membership Engagement Committee

KAPPA is the founding Membership Engagement Committee chapter

Cristina Roth and Brian Richards have been instrumental in supporting other chapters

The entire KAPPA Board is actively involved in the initiative

Their model is being used as a guide for other chapters

(See attached document for further details on KAPPA's implementation and results.)

MD/DVAPPA have launched a Membership Engagement Committee

#### **Next Steps**

The BP Committee will evaluate chapter-level membership benefits Work with APPA and ERAPPA, to create chapter benefits to enhance Institutional Member engagement

#### **Business Partner Membership Benefits**

While networking and camaraderie are core values of ERAPPA, we recognize the importance of offering tangible, meaningful benefits to increase participation and engagement from Business Partners. Current benefits include:

#### **Core Membership Benefits**

#### Present Educational Content:

Opportunities to deliver professional development sessions at the Annual Conference via a Call for Papers process.

Presentations through the Webinar "Lunch & Learn" Series, offered exclusively to ERAPPA Institutional members.

#### Conference Sponsorship & Recognition:

Access to exclusive early sponsorship opportunities for the ERAPPA Annual Meeting. Priority booth selection for Business Partner members.

#### Professional Development Support:

Content review for Continuing Education Units (CEUs) by ERAPPA's contracted AIA Reviewer (applies to conference and webinar presentations).

#### > Powerful Networking & Community:

A collaborative, welcoming network of facilities professionals across the educational marketplace.

Build strong, lasting connections and increase your professional visibility and reach.

#### Industry Awareness:

Stay up to date on the latest interests, innovations, and trends impacting educational facilities.

#### Enhancing Business Partner Value at the Annual Conference

The Business Partner Committee continues to strategize improvements to elevate the Annual Conference experience, including:

Increasing traffic to the Resource Hall
Creating opportunities for authentic conversations with clients
Considering a revamp of the conference schedule
Allowing unscheduled time for informal meetings and relationship building

#### **Business Partner Chapter Representation & Governance**

2025 remains a pivotal year for building relationships between Business Partners and their local chapters.

#### **Local Chapter Representation**

Each ERAPPA chapter is encouraged to engage a Business Partner Representative to strengthen local collaboration and provide feedback

#### **ERAPPA Board Representation**

The Vice President Business Partners serves as a voting member on the ERAPPA Board of Directors.

This is an elected position with a two-year term, renewable for up to three consecutive terms.

Chairs the Business Partner Advisory Committee Communicates Board initiatives affecting Business Partner membership Acts as a liaison between Business Partners and the ERAPPA Board

#### **Committee Continuity**

Upon concluding board service, the Vice President Business Partners may remain on the Committee to support information sharing and maintain continuity, similar to a past-president role.

It has been my pleasure to serve as the ERAPPA Vice President Business Partners to the ERAPPA Board.

# Treasurer's Report Mike Dixon, Treasurer University of Deleware



### ERAPPA Year-End Treasurer's Report July 1, 2024– June 30, 2025

The 2024-25 fiscal year resulted in a net financial surplus in the amount of \$20,016. This is \$119,357 better than the (\$99,341) budgeted deficit.

Revenue from membership dues was 13.2% less than budgeted. Annual meeting revenue was 110% greater than anticipated. Shoutout to the DVPPA host committee for the great job they did. Total net revenue shared with ERAPPA was \$62,187 more than projected.

ERAPPA continues to make a significant investment in our members, spending almost \$45,000 on scholarships and credentialing coupons.

One chapter took advantage of the Partner's in Education (PIE) funding available, with a grant of up to \$2,000 awarded to cover speaker expenses for their chapter meetings.

Accounting fees are for the services provided by our Certified Public Accountants firm Novak|Francella for the auditing of the financial records for the year ending June 30, 2025, and the preparation and filing of the federally required annual 990 return.

The Mid-Year meeting in 2025 was held in Atlantic City, New Jersey. Total expenditures were \$84,384, which is slightly more than the \$83,400 budgeted, due to travel expenses exceeding budget.

Accounts payable reflect money owed for accounting services incurred for the 2024-25 audit and tax preparation but not yet paid.

On June 30, 2025 our cash balance was \$193,646 with no prepaid expenses or prepaid scholarships, and investments of \$337,816, for an asset balance of \$531,462. This is an increase in our current asset position of \$4,471 from June 30, 2024.

ERAPPA remains financially healthy with a current asset position that offers stability in difficult economic times. The ERAPPA board remains vigilant in protecting ERAPPA's financial health as we navigate through the impacts caused by inflation and widespread institutional budget retrenchment regionally and nationally in education.

Respectfully Submitted,

Michael Dixon ERAPPA Treasurer

#### ERAPPA YEAR-END STATEMENT July 1, 2024 - June 30, 2025

ITEM	BUDGET	Yr End TOTAL	Variance
REVENUE:			
Interest	5,728.00	8,816.94	3,088.94
Dues	125,000.00	\$108,488.10	(16,511.90)
Annual Meeting Proceeds Sales (Misc Revenue)	56,177.00	118,363.92 5,118.00	62,186.92 5.118.00
TOTAL REVENUE	186,905.00	240,786.96	53,881.96
TOTAL REVENCE	200,503.00	240,788.50	33,001.30
OPERATING EXPENSES: Uncategorized Expense			
Annual Meetings			
Expenses and Travel	4,500.00	1,862.58	2,637.42
Host Committee Visits Failed Meeting Expense	3,200.00	-	3,200.00
railed Meeting Expense	7.700.00	1,862.58	5,837.42
Chapter Development	7,700.00	1,002.30	5,037.42
ERAPPA Board Travel- Chapter			
Meetings	10,000.00	1,576.14	8,423.86
Chapter Development Committee Mtg	9,000.00	6,360.30	2,639.70
sub-total	19,000.00	7,936.44	2,639.70
Member and Community Engagement	0.000.00	0 220 4 5	
Membership & Community Engagement Membership Initiative	9,000.00 5,000.00	8,330.14 2,781.09	669.86 2,218.91
sub-total	14,000.00	11,111.23	2,888.77
Administration / Governance	24,000.00	11,111.23	2,000.77
Miscellaneous expense	1,000.00	5,063.40	(4,063.40)
Travel- ERAPPA Annual Meeting	-	-	-
Travel - APPA Annual Meeting	5,000.00	4433.79	566.21
Printing & Postage	1,500.00		1,500.00
Marketing	3,500.00	2,789.74	710.26
Insurance Incorporation	5,000.00 25.00	7,215.43 25.00	(2,215.43)
Board Meet - Winter (Mid-Year) Meet	42,000.00	55.081.09	(13,081.09)
Board Meet - Summer	15,000.00	3,099.41	11,900.59
Board Meet - Annual	20,000.00	17,547.53	2,452.47
Bank Fees		53.00	(53.00)
Accounting Fees	19,000.00	8156.46	10,843.54
Software Fees	720.00	775.00	(55.00)
Dues Collection Fees Annual Meeting Expense	12,500.00	11,425.26	1,074.74
Commissions & Service Fees			
Ad-Hoc Meetings - Conference Calls			
sub-total	125,245.00	115,665.11	9,579.89
Technology & Communication			
Web Review & Development	5,500.00	1,642.46	3,857.54
Microsoft Office 365	2,951.00		2,951.00
Technology & Comm Mtg ERAPPA Communication	9,000.00	4,206.22 987.27	4,793.78 12.73
sub-total	18.451.00	6.835.95	11,615.05
Awards / Scholarships	10,431.00	0,033.73	11,015.05
Scholarships - Leadership Academy	34,000.00	27,494.42	6,505.58
Credentialing Scholarship	33,000.00	16,662.01	16,337.99
Ambassador Scholarship Top-Up			
Student Ambassador Scholarship			
Awards	5,000.00	5,026.26	(26.26)
sub-total Professional Development	72,000.00	49,182.69	22,817.31
Misc. PD Program Expense	1,200.00	1,200.00	
Major Update of PD Materials	-,=====	_,	
Partners-in-Education Support (PIE)	8,000.00	2,000.00	6,000.00
Professional Development Mtg	9,900.00	4,977.00	4,923.00
ERAPPA A/M Program Support	10,000.00	20,000.00	(10,000.00)
Webinars	750.00		750.00
Toolkit Sponsorship at Annual Meeting			
sub-total	29,850.00	28,177.00	1,673.00
Expenses Total	286,246.00	220,771.00	57,051.14
		220,771.00	
NET	(99,341.00)	20,015.96	110,933.10

#### ERAPPA Proposed Budget Treasurer's Report July 1, 2025 - June 30, 2026

For the fiscal year 2025-26 the ERAPPA Board is proposing an operating budget that will result in a year-end operating loss of \$108,056. This loss is due primarily to increased expenses in most categories due to inflation and reflects a conservative approach to income budgeting.

The budgeted revenue for membership dues represents an adjusted three-year average. As ERAPPA dues are a percentage of the APPA dues, any increase or decrease in APPA dues will result in an increase or decrease in ERAPPA dues.

ERAPPA's other primary source of revenue is the 50% share of the annual meeting surplus. The host committee determines the projected annual meeting net income. This year, the annual meeting income is projected to be lower than in past years. While this may result in less revenue for the organization, it is something that ERAPPA is well-positioned for due to excellent stewardship of ERAPPA's financial resources by the board through the years.

In this budget, the Board continues to support educational opportunities for our members. In 2025-26 ERAPPA will be awarding eight educational scholarships with a total value of \$38,000, for in-person learning opportunities, and CEFP credentialing payments valued at \$16,500, to continue offering our membership the incentive to obtain their Certified Educational Facilities Professional certification. The CEFP funding process will be handled differently moving forward, reimbursing those members who sit for the exam regardless of the outcome rather than providing coupons, which had become administratively burdensome.

Recognizing an impediment to some individuals being able to serve on the ERAPPA Board is the lack of institutional funding to attend meetings. This budget, consistent with previous budgets, maintains the inclusion of travel and accommodation expenses for Board members to attend the annual meeting.

Continuing in 2025-26, a grant of \$10,000 will be available to host committees, replacing previously provided seed money, which will not need to be repaid. The board is continuing its support of educational opportunities for the chapters by budgeting \$8,000 in Partners in Education grants to cover speaker expenses at chapter events.

This budget once again is forecasting a planned deficit like the 2024-25 budget. Also, like the year 2024-25, if events unfold favorably, we could, once again, end the year with a small surplus. Regardless of the relative financial success in the current year, the organization's financial health remains strong, allowing the board to not increase the membership dues rate this year. Unfortunately, continued economic pressure on the budget projecting 10 years into the future could require an increase to dues for the following one or two years to maintain a strong financial position. It is important to note, at the June 2023 summer meeting the Board exhaustively reviewed the budget, ensuring each expense item is required, managed and reasonable. This budget is one in a ten-year cycle, based on rotating meeting locations. While annual meeting revenues that sustain the organization were less than historical averages in many of the past five years, the Board is carefully managing and updating this 10-year budget cycle projection for you, our members, safeguarding the financial stability of ERAPPA.

Respectfully Submitted,

Michael Dixon, Treasurer

July 2025 - Ju	une 2026					
		2025-26	ERAPPA BUDGET NOTES			
		PROPOSED BUDGET	July 2025 - June 2026			
Total Administration/Governance		140,380				
Technolog	gy & Communication					
	Web Review & Development	4.000	3 yr avg \$3,157			
	Microsoft Office 365		\$205/person for 11 people.			
	Technology & Comm Mtg		10 committee members @ \$900; 3 yr Avg is \$7,072.			
	ERAPPA Communication		ISSUU annual subscription rate for 2025, \$500/annual + \$31/month			
Total Tech	nology & Communications	16,837				
An ardelSe	cholarships					
na didaiot	Scholarships - Leadership Acad.	38 000	Assumes 8 scholarships @ \$4,500, plus \$2,000 buffer.			
			ERAPPA board voted in June 2023 to reduce CEFP coupons to 60 for on			
	Credentialing Scholarship	10,000	year. Reduce to 30 this year.			
	Ambassador Scholarship Top-up		Not used last 3 yrs			
	Student Ambassador scholarship	F 000	Eliminated; conference sponsorship opportunity			
	Awards		3-year avg \$4,997			
/ota/Awan	ds/Scholarships	53,500				
Profession	nal Development					
	Misc P.D. Program Expenses	1,200	AIA registration (annual registration)			
	Major Update of PD Materials		request when needed			
	Partners in Education Support		Ongoing support for speakers at Chapter meetings; 3 yr avg \$6,333			
	Professional Development Mtg	9,900	11@ 900; 3 yr avg \$5,393			
	ERAPPA A/M Program Support		Rarely used			
	Webinars	-	APPA cost now			
	Toolkit sponsorship at Annual Meeting		Board voted in 17/18 to eliminate starting with 2020 annual meeting			
	ERAPPA A/M Grant	10,000	In 2024-25, grant paid to SNEAPPA and NJAPPA (was late)			
Total Educ	ation	29,100				
Total Ope	rating Expense	281,977	3 year average \$228.774			
u-4 O		(400.050)	0 10 500			
Net Operatin	g income	(108,056)	3 year average \$3,593			
∕lid-Year meeti	ng Total Budget	83,400				
	Net Assets Beginning of Year	473,860				
	Net from Operations	(108,056)				
	Net Assets End of Year	365,804				

# Atlantic Provinces Chapter AAPPA

Tom Gilmore, Chapter Presiden University of New Brunswick

#### **Chapter Leadership**

President Tom Gilmore University of New Brunswick
VP Membership / Treasurer David MacDonald Dalhousie University
VP Professional Development Jason Penney Dalhousie University
VP Communications / Secretary Vacant

#### **Chapter Governance**

Following our AAPPA By-laws, the positions of VP Professional Development and President were up for renewal this year. Elections were held at our Spring Business meeting In June of this year. Incumbents for the President was un-opposed as Tom Gilmore was elected President. A contested election for VP Professional development resulted in Jason Penney being elected as VP Professional Development.

#### **Chapter Events**

In November 2024, our chapter hosted our annual Fall Conference. The Fall Conference, the main training and networking event for the chapter was a huge success with very high attendance numbers. In June 2025, the chapter held its annual Spring Business meeting, hosted by Saint Mary's University in Halifax, NS. This meeting was well represented with 14 delegates representing 12 Institutions. A virtual option was offered for those unable to attend in person. It was good to reconnect with many of our AAPPA colleagues.

#### **Chapter Events Planned**

AAPPA is pleased to again be hosting our Fall Conference, Scheduled for November 6<sup>th</sup> and 7<sup>th</sup> in Halifax, Nova Scotia. AAPPA is also hoping to be able to host a track of the APPA Leadership Academy leading up to our conference from November 3<sup>rd</sup> to November 6<sup>th</sup>.

#### Membership

The Chapter's current Institutional membership is 17 total members. The chapter does not have a formal Business Partner Membership plan in place. Business Partners can become involved in chapter events by providing a sponsorship for the event. This has allowed the chapter to offer a no fee registration to attend the spring meeting and keep the cost of attending the fall conference at a reasonable level.

#### **Scholarships**

For this year, AAPPA will be offering a total of 4 Ambassador Scholarships to for members of this chapter to attend the ERAPPA Annual Meeting in Atlantic City. The scholarship will cover the cost of conference registration plus travel up to a total of \$3000 CDN.

AAPPA will also be using funds to help offset the cost to host the APPA Leadership Academy for members of this chapter to attend. The funds will be used to help lower the registrations costs for the toolkit to make it more affordable to attend this training opportunity.

# Delaware Valley Chapter DVAPPA



# Brett Fulton, Chapter President Muhlenberg College

#### 1. Chapter Leadership

President Brett Fulton Muhlenberg College

Vice President Jeff Brown Delaware Valley University

Past President
Andy Feick
Swarthmore College
Amber Donato
Moravian University
Secretary
Ryane Hoban
Villanova University
Technology Board Rep
Christi Muller Ford
Membership Board Rep
Kevin Kane
Weidner University

Professional Development Board Rep vacant

Business Partner Board Rep Meaghan Finney JacobsSwyper Architects

**ERAPPA President:** 

Patti Smith Villanova University

**ERAPPA Vice President:** 

Andy Feick VP Member and Community Engagement

**ERAPPA Board Member:** 

Leslie Whitby Liaison

**ERAPPA Committee Representatives:** 

Chapter Affairs Brett Fulton Muhlenberg College

MembershipKevin KaneWeidner UniversityTechnology/CommunicationsChristi Muller FordSwarthmore College

**2. Chapter Governance:** No bylaws or chapter changes have taken place at this time. We are looking at possible governance changes as we move forward. More on this in a different section.

#### 3. Chapter Events August 2024-August 2025

#### **Board of Director Meetings & Conference Calls**

- Planning Meetings:
  - August 12<sup>th</sup>, 2024
  - -Reminder to register for ERAPPA
    - -Conference Committees updates
    - -January date for the University of Delaware in-person event
    - -Discussion of the Holiday event for December

#### September 9<sup>th</sup>, 2024

- -final review of ERAPPA 2024 and Board responsibilities for the event
- -discussion regarding business partners that are past due on payment
- -discussion of events/Chapter meetings for upcoming year, including Swarthmore in December, University of Delaware in January, and the Spring KAPPA Event
- -Further discussion of the partnership with KAPPA for the Spring 2025 Event

#### o October 14th, 2024

- -discuss open board positions -who is available/ interested
- -Review details for the Swarthmore meeting in December- December 4<sup>th</sup>, 2024
- -discuss who will be in attendance at the Mid-Year meeting for ERAPPA 2025 in Atlantic City
- -Discuss who will be able to submit an article to the newsletter- Leslie and highlight the ERAPPA 2024 conference
- -Discussion of partnering with KAPPA for the spring 2025 Event in Lancaster

#### o November 11th, 2024

- -review potential members to fill board positions- still no luck with Professional Development position
- -Review ERAPPA 2024
- -Review the agenda for the University of Delaware meeting in January

Christi and Meaghan will do a site visit to review the lavout

- -Confirm who will be attending the December meeting at Swarthmore and the Agenda for the business portion of the meeting
- -Confirm board approval for KAPPA Partnership on the Spring 2025 event

#### o December 9th, 2024

- -discuss ERAPPA mid-year meeting in March in Atlantic City
- -Review membership requests with Kevin
- -Confirm who plans on attending the meeting in January at the University of Delaware
- -Discuss the business partner waiting list- meeting is January 29th, 2025 at the U of D
- -Kevin Kane reported that he has had some progress on the membership list update

#### o January 15th, 2025

- -In-person dinner at Founding Farmers restaurant in King of Prussia Brett Fulton, Jeff Brown, Meaghan Finney, Ryane Hoban only board members present
- -Discussion of who we can try to meet with to fill the Professional Development position
- -Review who is going to the U of D meeting coming up
- discussion with present members about future intent with the board, etc.
- -Meaghan is working with the KAPPA Business partners to assist with KAPPA event coming up in April

#### o March 10, 2025

- -Discussion about the upcoming KAPPA Meeting in April
- -Who will try to attend
- -The board will try to do outreach to drive attendance to KAPPA Event
- -Contact with several potential people about the board positions
- -upcoming board elections will be in June
- -Discussion of potential to have an event at Temple University in June 2025

#### **ERAPPA 2024 in King of Prussia**

As the host Chapter we, decided to focus on the upcoming ERAPPA 2024 event, and therefore did not host any Chapter events after June of 2024.

#### December 4th, 2024

We had an evening social meeting to network and tour the first phase of the Swarthmore geo thermal project. We hosted a business meeting after the group had a chance to tour the facility.

#### January 29th, 2025.

The chapter met at the University of Delaware, with Mike Dixon taking the lead. Together with the faculty involved, Mike took the group on a tour of Spencer Laboratory. The renovations and changes were discussed and reviewed.

#### 4. Chapter Events Planned 2025-2026

We have suspended all Chapter events for the moment. This was not an easy decision, yet one that the board felt had to be made to give the Chapter time to evaluate what is the future of the Chapter.

#### This is the correspondence that was sent to our membership:

Effective immediately, the Delaware Valley Chapter of APPA (DVAPPA) is suspending all chapter operations for six (6) months. During this temporary pause:

All current Officers and Board Members will be stepping down from their roles.

- No membership dues will be collected.
- All chapter events and official activities will be on hold.

This decision was not made lightly. However, this pause is essential to allow us to focus on critical rebuilding efforts, including:

- Reconstructing and updating our membership database
- Forming an interim steering committee to guide our transition
- Reviewing and revising the Chapter's by-laws
- Establishing a clear plan and timeline for reactivating chapter operations

Our objective is to return with a stronger organizational foundation, renewed energy, and a clearer direction to better serve our members and the community.

#### Keystone Chapter KAPPA



# Erik Cagle, Chapter President Penn State University

#### **Chapter Leadership**

President Erik Cagle Penn State University 1st Vice President Scott Albert Slippery Rock University 2<sup>nd</sup> Vice President Mike Hoffman Penn State University Past President Mark Bodenschatz Penn State Fac. Eng. Inst. Treasurer **Shannon Giannoutsos** Carnegie Mellon University Shannon Wetzel Carnegie Mellon University Secretary Director **Greg Black** Millersville University

Director Brian Richards Penn Trafford School District

DirectorJim MillerSewickley AcademyDirector T&CTodd MorganPenn State UniversityBus. Partner Liais. (BPL)Cristina RothStahl Sheaffer Engineering

BPL in training Rachel Sweetland AE Works

**ERAPPA Committee Representatives** 

Chapter AffairsErik CaglePenn State UniversityProf. DevelopmentGreg BlackMillersville UniversityProf. DevelopmentCristina BarnesStahl Sheaffer EngineeringMembershipBrian RichardsPenn Trafford School District

Technology Todd Morgan Penn State University

#### **Chapter Governance**

KAPPA had four open positions to fill this year:

- Second Vice President
- Secretary
- Director of Professional Development
- Director of Technology and Communication.

Mike Hoffman agreed to run for Second Vice President. Shannon Wetzel agreed to run for re-election for Secretary. Greg Black agreed to run for re-election for Director of Professional Development, and Todd Morgan agreed to run for Director of Technology and Communication. **All four candidates were elected unanimously.** 

#### **Chapter Events**

Board of Directors meetings are scheduled between our bi-annual conferences and are used to plan the upcoming meetings and events and to conduct organizational business to continue to better the chapter. 2024

KAPPA did not host Fall 2024 conference but instead promoted attendance at the ERAPPA Conference in Valley Forge, PA. KAPPA was represented by 65 KAPPA attendees at the conference.

KAPPA's Spring 2025 meeting was co-promoted along with the DVAPPA Chapter. The conference was hosted by Millersville University at the Eden Resort and Suites in Lancaster, Pennsylvania on April 10-11. We had 210 attendees registered, of which 43 were institutional members. We offered scholarships to first-time institutional attendees and drew 7 new participants. The keynote speaker was Howard Teibel who presented – "Shaping First Impressions, Embracing Change, and Leading with Impact." Howard's extended presentation was well-received and generated additional discussion. As part of our fee agreement, Howard and his associate sponsored a table in our Business Partner reception hall. KAPPA offered a total of six round table discussion and twelve educational programs during the two day conference. The feedback from the conference attendees was generally quite positive. The agenda is attached for reference.

#### **Chapter Events Planned for 2025–2026**

KAPPA is excited to announce that our Fall 2025 Conference will be held in November at the Omni Bedford Springs Resort in Bedford, PA. We are honored to welcome APPA President and CEO Lalit Agarwal as our keynote speaker for the event.

Looking ahead, our Spring 2026 Conference is scheduled for April in State College, PA, hosted at the newly renovated Nittany Lion Inn, located adjacent to Penn State's University Park campus. APPA Chief Operating Officer, David Ulmer, is planning to attend and deliver the keynote for that event.

Under the leadership of President Mark Bodenschatz, the KAPPA Board has prioritized securing conference dates and locations well in advance - a goal that was set by the board last year. This initiative has helped our Business Partners plan their budgets more effectively and has supported increased conference attendance. As a result of these efforts, we are already evaluating venues in Pittsburgh for our Fall 2026 Conference.

The Board will meet for its annual retreat in **August at Bedford Springs**, where we will focus on key strategic initiatives, including:

- Growing KAPPA membership
- Exploring alternative programming to replace a second annual conference
- Reviewing the Business Partner Engagement Committee Report
- Review call for presentations for the upcoming conference
- Beginning preparations for hosting the ERAPPA 2030 Conference

During the retreat, we will also tour the Bedford Springs facility, finalize the pre-conference schedule, and conduct other chapter business.

To support our expanded planning efforts, we are in the process of negotiating a multi-year agreement with our conference planning partner, DT Travel.

#### Membership

Attendance is steady and seems to be rising with every conference. However, a major challenge that remains is the membership and attendance of institutional members. Director Brian Richards has been reaching out to institutional members that haven't participated recently and is encouraging them to re-engage.

#### **Business Partners**

Our business partner attendance/support remains strong and is vital to our existence and future. Our business partner engagement committee (BPEC) has expanded to include more subcommittees this year.

A few members of the board are working collaboratively with members of the BPEC to perform targeted outreach with specific institutions who were historically very active and have fallen off recently. Part of the initiative is to reengage support from institutional executive leadership and to promote the benefits of participation in KAPPA, ERAPPA, and APPA.

Another initiative which relates to membership is the offering of scholarships for conference registration for first-time institutional attendees. These scholarships are initially paid from the KAPPA budget, but the Pete Buchheit Memorial Golf Tournament is targeted to be the primary fundraiser to support this initiative. Proceeds from the Golf Tournament this year provided seven first-time attendee scholarships.

#### **Scholarships**

KAPPA offers the Norman H. Bedell Annual Scholarship (2) towards the many professional development opportunities that APPA offers and scholarships (2) to attend the ERAPPA Annual Meeting. Applications for scholarships are available on our web site.

In addition, Business Partner Larry Schultz with Maxwell McKenney sponsored two first-time attendee scholarships that covered both registration and lodging. Larry plans to continue sponsoring these scholarships and hopes to see other Business Partners follow his lead.

#### **Major Initiatives**

**Membership:** The chapter continues to promote institutional membership growth as well as further expand our business partner relationships. The first-time attendees' scholarships is one initiative to incentivize new members. To enhance member engagement, the board is exploring several strategies, including reducing our conference schedule from two per year to one, and offering alternatives such as a regional event, a shorter-format conference, or a focused workshop like the Supervisors Toolkit.

**Educational Needs:** The Chapter continues to provide informative speakers to our membership and diligently searches for relevant keynote speakers for our sessions.

Business Partner Engagement Committee: Lead by our Business Partner Liaison, Cristina Barnes Roth, and Director Brian Richards, the BPEC has been very active, meeting regularly to engage in promoting our institutional member participation, among other initiatives. As stated earlier, the BPEC has expanded to include multiple subcommittees and has realized growth from Business Partners who want to get involved. A statement of Purpose/Goals can be found on our website <a href="https://kappa.erappa.org/business-partners/business-partner-engagement-committee/">https://kappa.erappa.org/business-partners/business-partner-engagement-committee/</a>. What began as a pilot or trial of sorts has turned into a model for other chapters and is crucial to KAPPA's future.

**Pre-Conference Golf Outing:** KAPPA's 2<sup>nd</sup> Annual Pete Buchheit Memorial Golf Tournament was a huge success. Held at the Overlook Golf Course in Lancaster, PA, the event was extremely well-organized and well-attended. All proceeds supported the KAPPA Scholarship Fund.

First-time Attendee Scholarships: See notes in "Membership" section.

Long-Term Pre-Planning: See notes in "Chapter Events" section.

#### **Areas of Concern**

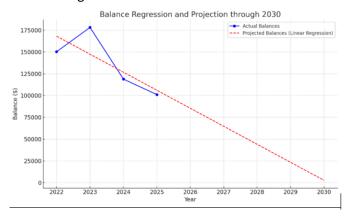
Our chapter strives to provide affordable meetings that offer exceptional value for networking with business partners and institutional members. The chapter continues to search for new and creative programs to engage our members and develop new professional relationships. It is imperative that we keep our meetings affordable for our members, given the budget challenges our members are facing due to declining enrollments.

Many institutions are facing challenges attending our conferences due to staffing shortages that make it difficult to allocate time away. This appears to be a widespread, systemic issue with few immediate solutions. Additionally, we

are starting to hear concerns about new travel restrictions at certain institutions. However, we see an opportunity in this challenge: KAPPA conferences remain one of the most affordable options for our members, both in terms of travel and overall cost, making them an accessible choice even during these challenging times.

Chapter Finances

KAPPA continues to operate our conferences at a slight loss, and our past conference was no exception. These losses are expected and are in fact part of our 10 year plan. Here is a basic chart showing our financial position as we head toward hosting our next ERAPPA conference in 2030.



Year	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>Balance Type</b>	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected
Amount	\$150,280	\$178,260	\$118,881	\$101,121	\$85,421	\$64,736	\$44,050	\$23,365	\$2,679

The chapter's financial position, however, continues to remain strong. We anticipate that based on our 10-year budget plan, which was developed in 2019, that we are in good shape financially through at least 2030 when we expect to have an injection of funds through hosting ERAPPA.

## MARYLAND-DC CHAPTER MD/DC APPA

Quajalyn Amos, Chapter President University of Maryland College Park

#### 5. Chapter Leadership (Currently Need to fill a Director At Large position)

President Quajalyn Amos University of Maryland College Park
Vice President Darryl Williford Bowie State University
Past President Mary Grube St. Mary's College of Maryland
Treasurer Jason Sawyer Smithsonian Institution
Secretary Colleen Kirby Salisbury University

Director at Large Kelly Geishauser The Catholic University of America
Director at Large Brad Newkirk St. Mary's College of Maryland
Director at Large History Michael Diversity of Delayare

Director at Large Michael Dixon University of Delaware
Director at Large Romania Gadson Smithsonian Institution

Director at Large Larry Gregory Anne Arundel Community College

Business Partner Member Vivica Williams ArchScan

#### **ERAPPA Representatives**

President Elect Mary Grube St. Mary's College of Maryland

Treasurer Michael Dixon University of Delaware VP Technology Jason Sawyer Smithsonian Institution

#### **ERAPPA Committee Representatives**

Chapter Affairs Quajalyn Amos University of Maryland College Park
Professional Development Quajalyn Amos University of Maryland College Park

Membership Darryl Williford Bowie State University

Technology Vivica Williams ArchScan
Business Partner Vivica Williams ArchScan

**ERAPPA** Representatives to APPA

Awards & Recognition Michael Dixon University of Delaware Scholarship Darryl Williford Bowie State University

#### 6. Chapter Governance

MD/DC APPA has a Director At Large position that needs to be filled due to our Vice President relocating and one of our Director At Large stepping up as Vice President. We hold elections at our Fall meeting and have

decided as a Board that instead of the President appointing someone for a few months that we will have it as an open position as well as the Secretary position which will be open as well.

#### 7. Chapter Events August 2024 - July 2025

#### **Board of Director Meetings & Conference Calls**

- Planning Meetings:
  - January 9<sup>th</sup> & 10th, 2025 Planning Meeting, Rehoboth Beach, DE
- Conference Calls (August 2023 July 2024)
  - Monthly 1pm on the first Monday of each month

Fall 2024 Educational Program – Was hosted at Goucher College on Friday November 1, 2024.

Spring 2025 Educational Program – Was hosted at The Catholic University of America on Friday April 4, 2025

**NFM&T Annual Conference.** The Chapter is annually invited to host a free booth at the National Facilities Management & Technology Expo (NFM&T) in Baltimore, Maryland. Board members staff the booth in shifts for 3 days attempting to recruit new members and make others aware of the entire APPA organization. MD/DC APPA participated in the show with a free booth March 25, 26 and 27.

**2025 Annual Two-Day Chapter Educational Program.** The Chapter held its' two-day program June 12 and 13, at Turf Valley Resort. We continued our success from the previous years and continued to include a Supervisors Toolkit session, which started one day early on June 11. We had 74 attendees (down from previous years due to extreme budget cuts and travel bans on institutions). In addition to the supervisor's toolkit session, this year we had five panel discussions with 4-5 panelists serving on each panel. The topics discussed were Energy Performance Contracting, Addressing Deferred Maintenance and Facility Condition Index, Master Planning, Capital Investment, Construction and Financing (we were fortunate to have someone from the State speak on this panel), Space Usage and Optimization. We had members from the ERAPPA Board who graciously volunteered their time and served on our panels as well.

#### 8. Chapter Events Planned 2024-2025

**Fall Educational Program:** The Chapter is planning its fall one-day event for Friday November 7, 2025, location to be determined.

Spring 2026 Educational Program: Date and location is TBD.

**2026 Annual Two-Day Educational Program**. Dates and location TBD.

#### 5. Membership

Our Institutional Membership numbers are holding steady and in 2024-2025 we noticed a decrease in the number of members at our conference events but understand this is due to budget cuts and strict travel bans currently happening. We continue to work recruiting new members including K-12 and community colleges, and

re-engaging institutions that have declined in participation as well as looking into maintaining interaction and participation in these economically trying times.

#### 6. Scholarships

Presently, three MD/DC scholarships are awarded each year, selected from the pool of applicants generated by the ERAPPA scholarship process. Scholarships can be used for the APPA Institute, Leadership Academy, Supervisors Toolkit, and the APPA Credentialing Program.

#### 7. Awards and Recognition

Jonathan Cooper St. Mary's College of Maryland – received Chapter Champion Award at the ERAPPA 2024 Annual Conference held September 29 – October 2, 2024, in Valley Forge, PA.

#### 8. Major Initiatives for 2025-2026

**Membership.** The Chapter continues to develop membership by establishing personal contacts and engaging institutions within the MD/DC region.

**Educational Needs.** The Chapter strives to provide meaningful educational topics for members and strives to be a resource for its members.

**Scholarships.** No new scholarship initiatives.

**Technology.** No new technology initiatives.

**Business Partner Engagement Committee Implementation.** The chapter implemented a committee that Is made up of energetic business partners and institutional members from our membership to develop new membership development from marketing, outreach, membership recruitment, etc. We are excited to continue building this committee.

#### 9. Major Areas of Concern

Participation due to institutional budget cuts and travel bans.

## New Jersey Chapter NJAPPA



### Joshua Johnson, Chapter President Mercer County Community College

#### **Chapter Leadership**

President (6/25-6/27) Josh Johnson Mercer County Community College

President-Elect John Argento Princeton University

Past President Amy Baker New Jersey Institute of Technology
Director of Membership Tawanda Thomas Rutgers, The State University of NJ

Director of Technology Gus E. Bing Princeton University

Director of PD John Pereira Rutgers, The State University of NJ

Treasurer (2024) Walter Eddy Rider University

Treasurer (2025)

Robert Clemens

Princeton Day School (appointed)

Secretary

Diana Barsum

The Liberty Group (appointed)

Rajandra (Raj) Shah

Montclair State University

Director-at-Large Cameron Christenson Princeton University

Director-at-Large Nathaniel Saviet Bergen Community College

Business Partners Christine Messina All Risk Inc.

Business Partners Sue Maddalena Zack Painting

Business Partners Mike Zulla Team PAR

Trustee Todd Miller New Jersey Institute of Technology

Trustee Earl Farrell Montclair State University

Trustee Mark Showers Emeritus

#### **ERAPPA Committee Representatives**

Chapter Affairs Josh Johnson Mercer County Community College
Professional Development John Pereira Rutgers, The State University of NJ
Director of Technology Gus E. Bing Princeton University
Membership/Community Tawanda Thomas Rutgers. The State University of NJ

Membership/Community **Tawanda Thomas** Rutgers, The State University of NJ Business Partners **Christine Messina** All Risk, Inc.

Business Partners Christine Messina All Risk, Inc Business Partners Mike Zulla Team PAR

#### **Chapter Governance**

#### **Board Positions:**

All board members in their positions are currently reviewing their descriptions and will be providing updates if needed. All board positions are currently filled, with Robert Clemens appointed as treasurer due to the retirement of Walter Eddy.

#### **Chapter Health:**

#### What went well?

- Increased EDU/BP membership renewal and engagement
- Strengthening of Board of Directors
- Planning and momentum for 2025-2026

#### What were the Outcomes?

- Additional membership support and interaction
- Additional Business Partner support and engagement
- Full Board of Directors allows for increased input and ability to take advantage of momentum. Utilize additional resources
- Planning additional membership benefits and opportunities

#### Goals for 2025/2026 -

- Build back a significant reserve to cover operating expenses and growth plan for the next 9-years through a successful ERAPPA 2025
- Offer additional educational and networking opportunities
- Continue to increase membership engagement via website, social media, communications, and events
- Organize information to increase efficiency of Board of Directors
- Engage with other chapters to share resources

#### **Chapter Events 2024 - 2025**

#### **Monthly Board Planning Meetings**

- July 11, 2024 (Annual Board Planning Retreat, at New Jersey Institute of Technology)
- August 8, 2024 (Zoom)
- September 12, 2024 (Zoom)
- October 10, 2024 (Zoom)
- November 1, 2024 (at Montclair State University)
- November 14, 2024 (Zoom)
- December 12, 2024 (Annual Holiday Lunch and Board Meeting)
- January 9, 2025 (Zoom)
- February 13, 2025 (Zoom)
- March 13, 2025 (Zoom)
- May 8, 2025 (Zoom)
- June 17, 2025 (At Stockton University)

#### **Member-Focused Educational Events:**

- Fall General Membership Meeting, Montclair State University, November 1, 2024
- Spring General Membership Meeting & Board Elections, Stockton University, June 17, 2025

#### **Recap of Member Education Events:**

#### Fall General Membership Meeting, Montclair State University, November 1, 2024:

#### **Welcome Remarks and Board Introductions:**

Earl Farrell, New Jersey Institute of Technology, *NJAPPA President*Shawn Connolly, Montclair State University, *Vice President for University Facilities* 

#### **Session One:**

"Intersecting Facilities Operations with Customer Service"

Presenters: John Argento, Operations Manager, Princeton University and Thomas Calabrese, Associate Director MEP, Princeton University

Facilities Operations teams have always been the people behind the scenes, the ones who always get "stuff" done. Facilities Operations people focus on the doing, repairing, cleaning and responding to requests. Things are always accomplished, but the end users (the customers), didn't always know things were taken care of, and didn't always know the results from their requests. A few years ago, some of our customers at Princeton brought up these questions and

points to our Senior Leadership in Facilities. Out of these inquiries from our customers was birthed the idea of our Linked Services Neighborhood Program. The successes in linking our daily services with increased customer service is the focus of our presentation.

The linked services neighborhoods approach is a more integrated model of providing daily services to meet increasing and different customer needs as our campus grows. The goals of the model are the following: 1) Deliver excellent service and meet changing customer needs, 2) Develop and foster a communications culture based on transparency and trust, 3) Create a clear process for providing feedback, escalating concerns, and tracking metrics. This approach will include greater integration of Building Services, University Services Housing and Real Estate Services, and Residential Colleges.

#### **Session Two:**

"Acopian Engineering Center: Focusing Transformative Renovation Projects with Design Drivers and Collaboration"

Presenter: Darin Jellison, Principal, Blackney Hayes Architects and Scott Hummel, Professor, Lafayette College

In 2018, then-Director of Lafayette College's Engineering Division, along with the Lafayette Facilities Planning Department, engaged Blackney Hayes to provide an overall building master plan, programming, design, and multiphase construction at the Acopian Engineering Center (AEC). The project would ultimately last over four years, driven by a need for 21st century learning spaces, a desire to create a sense of consistency throughout a building that had been modified many times over the years, and a need to give the engineering division at Lafayette a stronger presence and identity. Overriding the process were a set of guiding principles developed by the team in collaboration with the faculty and administrators, and over the course of the planning exercise and ultimately the design of a series of phased projects, these guiding principles ensured that the ideas and needs raised during the process were appropriately addressed, provided the maximum impact with limited dollars, and aided in the ongoing fundraising that led to successful integration of spaces for 21st century educational models within a prewar engineering building. Upgrades of existing lab and classroom spaces are some of the resultant projects that were executed during that time. The renovation ultimately totaled over 50,000 square feet, catalyzed transformative change at Lafayette College, and ensured its ranking among the very top schools for women in STEM.

In this presentation, Darin Jellison of Blackney Hayes and Scott Hummel of Lafayette Engineering, will show the process its guiding principles, and the successes they were able to enable for Lafayette College's well-established engineering program.

#### Spring General Membership Meeting, Stockton University, June 17, 2025:

#### **Welcome Remarks and Board Introductions:**

Amy Baker, New Jersey Institute of Technology, NJAPPA President Donald Hudson, Stockton University, Senior Vice President for Facilities and Operations Session One:

#### "Cooper Street Gateway: Innovative Design in a Historic District" Presented by Susan Ryan and Laura Berman, Rutgers University

The Cooper Street Gateway project at Rutgers University—Camden serves as a prime example of blending historic preservation with modern innovation to meet the evolving needs of an academic institution. This presentation delves into the design, construction, and operations of transforming a historic structure into a dynamic campus gateway that bridges the Rutgers University-Camden with its urban environment

#### **Session Two:**

#### "Facility Hygiene" Presented by Tom Peter, First On Site

This presentation will discuss Facility Hygiene, a focus on keeping your HVAC systems clean for optimization of air quality and maintenance. HVAC systems are the lungs of your building, and you want to maintain good air quality for your occupants. There are simple steps that can be taken, starting with inspections and regular maintenance. We will discuss the inspection and cleaning process; things you can do on your own for preventative maintenance. Ultimately the results of maintaining HVAC systems will be reduced energy costs, reduced maintenance and repair costs, improved air flow and improved air quality.

#### **ERAPPA Updates** Amy Baker, NJAPPA President

#### **Board Nominations, Elections, and Installment**

Earl Farrell, NJAPPA Past-President Amy Baker, NJAPPA President Josh Johnson, NJAPPA President-Elect

#### Planned Chapter Events 2025 - 2026

#### **Monthly Board Planning Meetings**

- July 24, 2025 (Annual Board Planning Retreat, at Mercer County Community College)
- August 14, 2025 (Zoom)
- September 11, 2025 (Zoom)
- October 30, 2025 (At Bergen County College)
- November 13, 2025 (Zoom)
- December 10, 2025 (Annual Holiday Lunch and Board Meeting)
- January 8, 2026 (Zoom)
- February 12, 2026 (Zoom)

- March 13, 2026 (Seaview Resort, Galloway Twp, NJ)
- April 9, 2026 (Zoom)
- May 14, 2026 (At New Jersey Institute for Technology)
- June 11, 2026 (At New Jersey Institute for Technology)
- July 23, 2026 (Annual Board Planning Retreat, at Mercer County Community College)

#### Member-Focused Educational Events:

- Fall General Membership Meeting, Bergen County College, October 30, 2025
- 16th Annual Spring Conference, Seaview Resort, Galloway Twp, NJ, March 11-13, 2026
- Spring General Membership Meeting & Board Elections, New Jersey Institute of Technology, June 11, 2026
- Holiday Networking Event, TBD, December/January 2025/2026
- Supervisors Toolkit, TBD, 2025/2026
- Drive Ins/Campus Tours, TBD, 2025/2026

#### **ERAPPA Annual Conference & Exhibit 2025, Atlantic City, NJ**

All committees are working hard to ensure the success of the 2025 ERAPPA Conference. The co- chairs, Amy Baker and Sue Maddalena, are coordinating with entire host committee and ERAPPA representatives to overcome current political and fiscal challenges. We are encouraging as many local institutions to attend the conference as possible.

#### Membership

We have seen strong membership growth in both Educational and Business Partner categories. We have several BP categories that are fully and have a waitlist, we are continuing to engage with our BP's and are looking for additional ways to provide value to them for their support.

EDU membership is expanding to include additional institutions, we have seen significant growth from the 2 year institutions and K-12 schools due to outreach from our Board. All current EDU members renewed their membership from 2025-2026

We underwent a robust renewal campaign in an effort to clean up our outdated membership lists and allow for new additions. We are in a strong position to continue to grow our member base and will work towards initiatives to achieve this in 2025-2026.

#### **NJAPPA Sponsored Scholarships**

Due to financial constraints as we plan for ERAPPA 2025, we did not offer scholarships in 2024. We also did not hold an NJAPPA Annual Conference in 2025. We will resume scholarship offerings in 2025/2026.

#### NJAPPA/ERAPPA Sponsored Scholarships:

- Eileen Schaffer, (Rutgers): 2025 ERAPPA Scholarship
- Marcus Caamano, (NJIT): 2025 ERAPPA Scholarship

The following scholarships will be offered by NJAPPA to attend the 16<sup>th</sup> Annual Conference in Galloway Twp, NJ:

- Dianne Gravatt Honorary Scholarship
- Richard Engle Memorial Scholarship
- Ken Olsen Memorial Scholarship
- NJAPPA First Time Attendee Scholarship

#### **Awards and Recognition**

- Amy Baker: Award from NJAPPA in recognition of her outstanding leadership as President.
- John Argento: 2025 ERAPPA Award for Rising Star
- Sue Maddalena, 2025 ERAPPA Award for Chapter Champion

#### **Major Initiatives**

**3rd Annual Board Planning Retreat:** July 24, 2025, at Mercer County Community College. This meeting will be an annual, ½ day event conducted by the incoming President, with a follow-up in the 2<sup>nd</sup> year of their term.

**Additional Training and engagement.** We will offer training to increase the value to members, this will include supervisors toolkit and marketing of CEFP training offered by ERAPPA. We will also increase networking events and showcases including campus tours and Business Partner supported drive ins.

#### **Major Obstacles**

Several obstacles are currently hindering both chapter engagement and attendance

- Reduced travel budgets
- Increased challenges/busy schedules reducing availability

- Communication, struggle to avoid spam blockers, changes in contact info
- Reduced training budgets
- Business Partner Engagement, value of membership/competitive market
- Reduced training budgets
- Reduced engagement in virtual training/meetings/settings

Respectfully Submitted,

Josh Johnson

Josh Johnson, NJAPPA President, 2025-2027

## Northern New England Chapter NNECERAPPA



## **Doug Cosentino,** Chapter President Dartmouth College

#### 1. Chapter Leadership

Doug CosentinoDartmouth CollegePresidentBryan CoadySt. Pauls SchoolVice PresidentDevin CollinsSouthern New HampshireSecretary/TreasurerJohnathon LabbeSouthern New HampshireNew Hampshire State

Director

Mike Fox Bates College Maine State Director

Ben Sabo Norwich University Vermont State

Director

Jessica Picard University of Maine Ex-Officio/Past

President

**Committee Chairs** 

Gio CorsettoPhillips Exeter AcademyMembership ChairKaren LemireUVMOutreach Coordinator

Tim Pratt Bates College Professional

**Development Chair** 

**Rory Early** Phillips Exeter Academy Business Partner

Chair

Billy Gagnon University of New Hampshire (ABM) Technology Chair Anita Bailey Retired Emeriti Chair

Meghan Proulx Clean-O-Rama Business Partner

Liaison

**ERAPPA** Committee Representatives

Chapter Affairs **Douglas Cosentino** 

Professional Development
Membership
Technology

Tim Pratt
Gio Corsetto
Billy Gagnon

#### 2. Chapter Governance

Douglas Cosentino was reelected as President.

#### 3. Chapter Events in 2025

#### Board Meetings & Conference Calls

- In-Person Conference March 10-12, 2025, at UVM
  - In-Person on Board Meeting July 27-28, 2025 at SNHU (NH)

• Conference Calls: Calls are held monthly on the third Thursday of the month.

#### 4. Confirmed Chapter Events Planned 2026

• Conference tentatively scheduled for March 4-6, 2026, at SNHU (NH).

#### 5. Membership

Our Institutional Membership numbers are holding. We continue to work at recruiting new members including K-12 and community colleges. Last years efforts added 10 new institutional members at the Spring conference.

#### 6. Scholarships

Up to \$30,000 in scholarships may be given out to APPA, ERAPPA and NECERAPPA events

#### 7. Award and Recognition

The Chapter continues to recognize long-term attendees through its pin recognition program. Recognitions are for 5 year, 10 year, 15 year, and 20+ year increments. An "Emeritus" status is also recognized.

#### 8. Major Initiatives

**Membership:** The Chapter continues to develop membership by establishing personal contacts through Business Partners and institutional members

**Educational Needs:** The Chapter ensures cutting edge sessions, and strives to provide AIA and other professional CEUs for the sessions. We are attempting to promote 1 to 2 educational drive-ins per year with our business partners.

**Technology:** The chapter continues to update and refresh our webpage as needed.

#### 9. Major Areas of Concern

- Membership
  - Ability to travel
  - Training budgets
  - Ability to hold in person events
  - Overall institutional fiscal viability
- Business partners
  - Advertising budgets
- With long-term volunteers exiting the organization we need to become more diligent about outreach for volunteers and new members

### New York Chapter NYAPPA



### Gary Goss, Chapter President SUNY ESF

#### NYAPPA Chapter Annual Report to ERAPPA Leadership

Submitted: June 2025

The New York Chapter of APPA (NYAPPA) is pleased to report another productive and exciting year of growth, engagement, and successful programming.

Our most recent **Winter Conference was a resounding success**, drawing strong attendance and positive feedback from members and participants. We made the strategic decision to slightly raise registration fees—something we had not done in many years—and this modest adjustment contributed positively to our financial bottom line, helping to ensure long-term sustainability for future events.

Looking ahead, we are excited to host our upcoming **Summer Conference in Niagara Falls, New York, from July 22–24, 2025**. This promises to be one of our most dynamic gatherings yet, with a **robust educational program** designed to bring **fresh, innovative, and practical insights** to our members. Topics will focus on emerging trends, operational excellence, and leadership development tailored for facilities professionals across New York State.

As always, NYAPPA remains committed to supporting the professional growth of our members while fostering a strong sense of community within the broader ERAPPA and APPA networks. We appreciate ERAPPA's continued support and partnership, and we look forward to another year of collaboration and advancement.

Respectfully submitted,

**Gary Goss** 

President, NYAPPA

#### **Chapter Leadership**

President	Gary Goss	College of St Rose
1 <sup>st</sup> Vice President	Gary Goss	College of St Rose
2 <sup>nd</sup> Vice President	Ellen Chase	<b>Cornell University</b>
Secretary	Zach Newswanger	SUNY Albany
Treasurer	Kimberly Nelson	SUNY New Paltz

#### **ERAPPA Committee Representation:**

Annual Meetings George Stooks St John Fisher College

Technology & Communications John Moore Rochester Institute of Technology (RIT)

Member & Comm. EngagementGary GossCollege of St RoseBusiness Partner LiaisonNick CerroC&S Engineering

#### **Chapter Governance**

The long awaited formal merger in the Fall of 2022 of SUNY-PPAA with NYAPPA has resulted in a more robust overall organization. Beyond the Board Officers named above, we for the first time in some

years have a full slate of eight Directors and a limited number of vacancies among the eight Alternate Director positions.

We value and strive for a diverse balance on our boards that includes representatives from Public and Private institutions, that should ideally also include representatives from our Community Colleges and Medical Universities.

#### **Chapter Events**

- Winter Conference February 5-7, 2024 in Saratoga, New York with approximately 165 attendees
- Summer Conference July 16-18, 2024, in Poughkeepsie, New York with approximately 320 attendees.

#### **Chapter Events Planned Through 2024**

- Winter Conference February 3-5, 2025 Saratoga, New York
- Summer Conference in Western New York; dates TBD. Location likely Buffalo or Niagara Falls Area.

#### Membership

While always looking to expand our membership network, we are pleased to report that Marist College and Vassar College, two institutions we sought as participants, were both very active in planning our recent Summer Conference in nearby Poughkeepsie. Each campus provided a tour of their campus facilities for attendees on the first morning of our conference.

#### **Scholarships**

NYAPPA is planning to fully underwrite the cost of trainer's expenses for APPA's Supervisors Toolkit at various locations across the State as long as any institutions with 90 minutes can be invited.

#### **Major Initiatives**

Drive-In Workshops self-organized by NYAPPA for Fall and Spring at select campuses:
 Targeting locations closer to the boundaries of New York State such as: D'Youville in
 Buffalo, Clarkson University in Potsdam, St. Bonaventure in Olean. Website work in
 progress with improved platform updates.

#### **Areas of Concern**

Summer Conferences timing can be a delicate balance and challenging for some member institutions to send representatives during "construction season". Winter Conferences might become more robust if sponsors were included. While early in the year is often a good time to get away from a campus, depending on location weather remains a serious risk for cancellations.

Our traditionally very modest fees to attend will also need to be adjusted keep pace with inflation.

While we have very few active Downstate NY Institutions (Metropolitan NYC Area and Long Island) there seems to be a perennial disconnect. The Poughkeepsie location for the Summer 2024 conference was chosen for proximity to NYC (2 ¼ hours by car or train) however it largely failed to draw a significant number of institutional members from there.

#### **Business Partner Relationships**

We have begun the process to develop a broader and deeper relationship with our Business Partners.

#### **Finances and Chapter Dues**

At our recent Summer 2024 conference NYAPPA and the previous SUNY-PPAA have a finalized agreement to combine all account balances under NYAPPA. The NYAPPA financial position remained very strong as of the midpoint of 2024. As the chapter does not collect membership dues, the sources of revenue are the summer and winter conferences and the ERAPPA conference cycle hosted in 2022, and again in 2031. Business Partner Sponsors are permitted to only participate in the Summer Conference allowing that event to generate enough profit to offset perennial minor losses from the Winter Conference. Our long-term financial plan is to draw down this retained equity to deliver and support professional development within our chapter. NYAPPA partially subsidizes Board Members to attend ERAPPA Conferences.

# ONTARIO CHAPTER OAPPA



Dave Cano Tinoco, Chapter President
McMaster University

#### **Chapter Report June 2025**

#### 1. Chapter Leadership

o President

Dave Cano Tinoco McMaster University

Past President

Scott Johnstone Brock University

Vice President

Bruno Bianco Trent University

Secretary

Ulrike Gross Wilfrid Laurier University

Treasurer

Ron Ogata York University

#### 2. ERAPPA Committee Representatives

ERAPPA board

Hugh Briggs Lakehead University

Technology & Communications

Vacant

Chapter Affairs

- Vacant
- Professional Development
  - Vacant
- Membership
  - Ron Ogata York University
- o Energy Committee
  - Mary Quintana Brock University

#### 3. Chapter Governance

• In May of 2025, elections were held for the President, Vice-President and Secretary positions. Dave Cano was elected as President, Bruno Bianco was elected as Vice President, Ulrike Gross was elected as Secretary, and Ron Ogata agreed to continue on as Treasurer. Scott Johnstone stepped down from the President position and agreed to continue as Past President.

#### 4. Chapter Events

• OAPPA Scheduled Meetings:

2024

September 24, 2024, OAPPA Quarterly Meeting (hybrid) December 10, 2024, OAPPA Quarterly Meeting (hybrid)

2025

January 30, 2025, OAPPA Monthly Meeting (January) March 5, 2025, OAPPA Quarterly meeting (online) April 24, 2025, OAPPA Monthly meeting (April) May 31, 2025, OAPPA AGM (hybrid)

 Annual in-person conference scheduled was held the end of May at Western University. The Conference was a great success with over 175 attendees and sponsors.

#### 5. Subcommittee Activities & Major initiatives:

- Energy Committee:
  - i. Finalized agreements for electricity hedging, with eleven institutions choosing to participate in collaborative hedging. A training webinar was provided to all members, to help them familiarize and better understand the mechanics, advantages and limitations of this option.
  - ii. OAPPA published a collaborative RFP to select a new electricity advisor. As a first stage, OAPPA used OECM's vendor of record list, and followed

- with a second stage process to specifically address OAPPA's unique needs. Jupiter Energy Advisors (Jupiter) was the highest-ranking proponent. Jupiter has sent the agreements and other documentation to onboard members and conducted risk assessments for each institution.
- iii. A group of volunteers will be working with Jupiter on intervening with the Ontario Energy Board regarding generation assets within the provincial strategy and advocating for the sector's interests. Additional advocacy is planned for carbon emissions on both the federal and provincial levels to improve access to funding for decarbonization funds and to increase equity in the treatment of the higher education sector.
- Campus Asset Management & Planning (formerly FCAP/Deferred maintenance): over the past year, the committee and working group worked to establish tools for common purpose amongst universities
  - i. Asset Condition Dataset Consolidation (ongoing). Working with database solution provider and condition assessment consultant. Collaborative work with OCAPPA (Ontario Colleges).
  - ii. Working Group established, with representation from each Ontario institution (+30 members)
    - Mandated to improve data integrity/accuracy to meet reporting requirements of/ to Ontario Ministries of Infrastructure (MOI) & Colleges & Universities (MCU)
    - Established working group email distribution list for member questions and troubleshooting support
    - Coordinated additional SLAM software training (SLAM101) for working group members and new staff to brush up application use and reporting
    - Reviewed and provided recommendations to the steering committee on standard terms and definitions, and FCI range definitions
    - Conducted several sessions on MVP model how to implement, leverage, and apply to institutional strategic planning and internal advocacy
    - Reviewed and completed submission of the MOI PAI template for November 2024 and June 2025
  - iii. OAPPA FCI Reference Chart (completed). Provides a chart outlining state of condition & description of maintenance & capital renewal by FCI range
  - iv. OAPPA Terms & Definitions (completed). Largely derived from/ based on APPA definitions, adjusted for any Canadian/ OAPPA specific amendments.
  - v. OAPPA Capital Renewal & (Major) Maintenance (CRM) Program
    Prioritization Model (in progress). Discussions continue regarding
    proposed application of Analytic Hierarchy Process (AHP) to establish
    common framework for CRM prioritization. Enables institution to either
    set their own unique preference/ weighting (or use of an OAPPA default
    weighting recommended by CAMPi). Evaluating CRM requirements using
    consistent evaluation criteria & scoring method
  - vi. OAPPA CRV Calculation (on hold). Discussions had progressed (slowly) to consider current replacement unit value (CRV) based on COU (Council of

- Ontario Universities) space standard in an effort to stabilize CRV estimations during ever-fluctuating market conditions.
- vii. OAPPA Asset Condition Story (stopped). Once finalized, this will help develop an approach to "tell the story" regarding the asset condition of the OAPPA inventory as well as an individual institution's inventory
- Project management office/community of practice: Review and train members on procurement best practices, exploring the idea of moving away from Stipulated Bid to Construction Management. Foster knowledge transfer among universities.
- Education: Team members in the PD group are leading efforts to reinvest chapter money into membership education. New training session underway with more at the annual conference.

#### 6. Membership

- Membership is stable and the participation rate is very good. Meeting frequencies have increased beyond the quarterly business meetings to include virtual monthly one-hour check-ins at the request of the membership.
- OCAPPA (Ontario colleges) and OAPPA (Ontario universities) continue to hold joint Energy Committee meetings.
- This year OCAPPA and OAPPA are looking at how PD events can be adjusted to meet both the needs of the colleges and universities.
- OAPPA has established several working sub-committees that continue to be active and inform the membership on key OAPPA issues.

#### 7. Scholarships and Awards/Recognition

• A nomination for Chapter Champion has been submitted for selection in 2025

# ONTARIO COLLEGE FACILITIES MANAGEMENT ASSOCIATION OCFMA (OCAPPA)

Henry Colyn, Chapter President
Mohawk College

### Monawk concept

### 1. Chapter Leadership

President Henry Colyn Mohawk College
Vice President Vacant
Past President Tim Schill Conestoga College
Secretary Robin Gould Confederation College
Treasurer Brent Thomas Lambton College
Professional Development Nadeen Shehaiber Niagara College
T&C Committee Colleen McArthur Algonquin College
Membership Kathryn Brubacher Conestoga College
Energy Paul Cochrane Lambton College
Asset Management Spencer Wood Humber College

#### 2. Chapter Governance

With elections at our AGM, all positions have been filled except Vice President which we will continue to seek out a candidate to assume that role.

#### 3. Chapter Events

OCAPPA holds its annual PD session and AGM each spring. Due to declining international enrollment and financial challenges, OCAPPA leadership decided to have this years PD sessions and AGM be done virtually. This past year's event was hosted virtually by Cambrian College on May 14-15. Attendance at its peak was over 80 and open round table topics related to Indigenous Culture, Energy, Sustainability, Fiscal Challenges, Way-finding, and Procurement were discussed. A survey was done at the end of the first day to gauge success and overall the feedback was extremely positive. The level of engagement through the open round table had wide participation. For next year, the intent is to meet in person next year at Cambrian College in Sudbury, Ontario. We continue our bi-monthly meetings in person with our next meeting being held in August.

#### 4. Membership

The majority of Colleges renewed their membership for 25/26. We are continuing to see some turnover of Facilities department leaders at the Colleges and the renewal not getting to the right person in time for renewal. In the next year we will attempt to drive up membership and have more participation in our bimonthly meetings. We will also be encouraging members to attend the ERAPPA and APPA annual conferences. It is a great opportunity to network and

collaborate with other like-minded facility professionals from all over North America (and even the world). Because the Colleges and Universities in Ontario are government funded we remain unable to have direct business partners.

#### 5. Scholarships

This year, with the conference being virtual, we did not offer scholarships of OCAPPA members to attend our annual PD Conference and AGM. We plan on reinstating this net year when we have this session return to an in person format as a response to some institutions have limited travel budgets.

#### 6. Initiatives

Now that we have filled almost all of our executive committee and committee Chairs, we will work to get more people involved in these committees to spread the work around and keep ideas fresh. Our T&C committee continues to be engaged and continues to provide better ways to collaborate and share ideas and best practices. The hope is that we can have people interested in committee roles to shadow current members and Chairs so when the current leaders terms expire, we have a new group of leaders ready to step into these roles.

#### 7. Areas of Concern

Membership and involvement continues to be a concern. This is in part due to the turnover of Facilities leaders in our sector but also reflective of the workload these leaders bear at their institutions with ongoing budget constraints. There is also a financial component to traveling to the bimonthly meetings typically held at Humber College. One item for discussion this year will be how to drive up in person attendance at these meetings recognizing the level of collaboration is not the same virtually as it is when attending in person. With recent financial constraints at all Colleges in Ontario, the OCAPPA Exec Team is united in their belief that participation in OCAPPA has deep collaboration benefits to support and collaborate all institutions during these challenging times.

#### 8. Finances

All members pay annual dues to the chapter. Fortunately collecting dues has never been an issue so the chapter is in good shape financially. We are currently in discussion with the Vice President Group, that OCAPPA reports to, on the need for us to continue to charge an annual fee and how we spend the money throughout the year. The dues collected allows us to arrange and pay for sector PD sessions, speakers, hire consultants, upgrade software/ technologies etc. With healthy sponsorship for our annual PD Conference and AGM this year, we will be looking to provide more sponsorship for people to attend future events in person.

## SOUTHERN NEW ENGLAND CHAPTER SNEAPPA



#### 1. The Leadership

President Glen Mathieu Vice President **Jerry Santos** Secretary **Heide Messing Maria Morrissey** Treasurer Past President Melissa Bergeron CT State Rep **Justin Wolfradt** MA State Rep **Jayson Davis** RI State Rep **Thomas Mann** Director of Technology **Tim Garland** Director of Prof. Dev. **Jerry Santos** Director of Mem. Engage. **Tammy Goodale Business Partner** Jeff Gutsfeld

University of Connecticut
Bridgewater State University
Fitchburg State
UMass, Lowell
UMass, Amherst
Connecticut College
Mansfield Public Schools
Bryant University
Goodspeed Musicals
Bridgewater State University
Bridgewater State University

Colliers Project Leader

#### Representative at Large

Meaghan HealeyNortheastern UniversityHeidi CooperUniversity of Rhode Island

Jean RobinsonUmass, LowellChris DupuisCSL Consulting

Jessica Pepoy Wolcott Public Schools

#### **ERAPPA Committee Representatives**

Chapter Affairs Glen Mathieu University of Connecticut
Prof. Development Jerry Santos Bridgewater State University
Membership Tammy Goodale Bridgewater State University
Technology Tim Garland GoodSpeed Musicals

#### 2. Chapter Governance

Membership Engagement, and Director of Technology. We also instituted an even and odd year election cycle so that there is consistency between elections.

Board meetings were held monthly via zoom. Board meetings are held in person at our chapter meetings (November, March, and June). We also had a Board meeting and ERAPPA 2026 in person meeting in January 2025.

#### 3. Chapter Meetings in 2024-2025

The Chapter typically holds 3 meetings per year - Spring, Summer and Fall. Chapter meetings begin around 8am with registration, continental breakfast, and networking. Before the educational portion of the program begins, the Chapter President and other Board Members provide business related updates. Two-three educational sessions along with additional networking are provided before lunch, followed by tours of the hosting campus or venue. Our meeting usually adjourns by 2:30pm.

#### 10/16/2024 - University of Massachusetts, Lowell

#### **Educational sessions included:**

#### **Welcome Remarks**

Melissa Bergeron, University of Massachusetts Amherst, SNEAPPA President Jean Robinson, University of Massachusetts Lowell Assistant Vice Chancellor Facilities

#### **Session 1: The Nuclear Option for Decarbonization (Panel)**

**Presenters**: Panel Moderator: Jean Robinson, Facilities AVC, UMass Lowell Panel: Suzanne Wood, Associate Director of Sustainability & Campus Services, UMass Chan Medical School; Daniel Abrahamson, Energy Manager, UMass Lowell; Sukesh Aghara, Associate Dean of Graduate Studies and Research for the College of Engineering, UMass Lowell

Join the Facilities team from UMass Chan Medical School and UMass Lowell along with UMass Lowell's Nuclear Researcher, Sukesh Aghara, for a panel discussion to learn how advances in nuclear technology are making this power source a safe and viable alternative for achieving carbon neutrality by using existing steam infrastructure. This discussion will use real life case studies to address the benefits and challenges of nuclear as an option for meeting carbon neutrality goals and will share how advances in research and technology address public perception around safety. Bring your questions to the conversational panel discussion.

#### **Session 2: Turning Green Space into Student Success**

**Presenters:** Richard Yeager, *Director of Planning and FIS, UMass Lowell;* Kevin Block, *Grounds Operations Manager,* 

*UMass Lowell* Creative use of campus green space does more than enhance curb appeal — it can have a big impact on recruitment, active learning, and student success. As an urban campus with residential neighborhoods tightly pressed against its borders, UMass Lowell has limited green space to develop. Learn how they have maximized the impact of their green space by becoming an Accredited Level II Arboretum and by developing an urban agricultural program, outdoor living labs, food forest, rooftop gardens, and a serenity garden — all for interdisciplinary research, education, and student success. This discussion will focus on small steps that can be taken for maximum impact, regardless of campus size or budget.

#### Session 3: Using Automation to Alleviate Skilled Labor Burden (Panel)

**Presenters:** Panel Moderator: Jean Robinson, Facilities AVC, UMass Lowell Panel: Randolph Branson, Director of MEP Operations, UMass Lowell; James Santangelo, Building Energy Management Systems Tech, UMass Lowell; Daniel Abrahamson, Energy Manager, UMass Lowell; Christine Hanna, Sales Engineer, Automated Logic

Join Automated Logic Corporation and the UMass Lowell Facilities team to hear how they have slowly and methodically expanded the capacity of their building controls system to increase energy efficiently and reduce labor associated with HVAC system adjustments. The panel will share lessons learned from their crawl, walk, and run approach to building an automated control system from scratch to over 45,000 control points in 50 buildings. This approach of continuous and gradual improvement is intended to provide practical suggestions that can be a benefit to all. Take advantage of this opportunity to ask questions and discover ideas for increased efficiency on your own campus.

Guided Campus Tours: South Campus Arboretum Walk, North Campus Historic District Tour, Inside the Nuclear Reactor

#### 3/11-12/2025 - SNEAPPA/NNEAPPA Joint Conference - University of Vermont

#### **Educational sessions included:**

**Keynote Speaker: Luce Hillman, University of Vermont – Former Executive Director of Facilities Management** 

Topic: Making a Difference in Facilities Management: How to be a Valuable Member of the Team

Luce Hillman, a licensed professional with over four decades of engineering and facilities management experience, will be the keynote speaker at the NNECERAPPA Spring 2025 conference. Luce will share her journey that led her to a facilities Management career, and her views on teamwork in Facilities Organizations. Her work has included unifying facilities departments to strive towards the same goals, while valuing the input of every employee. Her leadership strategies were developed over many years of construction and management experience, as well as training provided by APPA. Luce will provide strategies for employees looking to be valuable members of the facilities management department.

#### **Session 1**

Track 1: The care and maintenance of alternative flooring such as LVT, Rubber, Linoleum, SVT

**Track 2:** Building a Smart Campus with Innovation and Partnerships: Harnessing Digital Twins, IoT, and AI for Smarter Operations.

Building a Smart Campus: Digital Twins, AI, and IoT Integration for efficient and Sustainable Infrastructure Management Discover how geospatial data is revolutionizing campus management in real-world applications by integrating digital twins, AI-driven BIM, and IoT sensors. This session discusses case studies from Windover's projects, highlighting how these innovative solutions enhance projects planning and facilities management, achieving over 50% reductions in time and costs for building maintenance—establishing new standards in sustainable urban development. Attendees will gain insights into the latest

standards for digital transformation, paving the way for smarter, more resilient campus, urban planning, and the future of sustainable, connected communities.

#### Track 3: UVM Building a Culture of Safety through Effective Training and Job Hazard Analysis

In today's complex workplace environments, fostering a culture of safety is essential for reducing risks, ensuring compliance, and enhancing overall well-being. This presentation focuses on the critical role of comprehensive safety training and Job Hazard Analysis (JHA) in establishing and sustaining such a culture within an institution. Drawing from real-world experiences, it will explore key training methodologies, including program development for PPE, hazard communication, and OSHA compliance, as well as the implementation of JHA to systematically identify and mitigate risks. Attendees will gain practical insights on conducting JHA and creating safety programs that not only meet regulatory standards but also empower staff to actively contribute to a safer workplace.

#### Track 4: Navigating Competing Interests for Long Overdue Residence Hall Renovations

Nestled in the Western Maine mountains, the picturesque campus of the University of Maine at Farmington includes two early 20th-century stately brick residence halls. While beloved by the campus community for their iconic presence, years of deferred maintenance behind the walls resulted in daily work calls and dissatisfaction from students frustrated by the old and worn shared bathrooms. Across the state on the picturesque coast of Midcoast Maine, the Maine Maritime Academy boasts a stunning campus featuring its own ship for students to engage but just one singular 600-bed 1960s concrete residence hall, infamous for its lack of comfort – overheating in winter, a lack of thermal controls in individual rooms and an overall dated feeling.

Leadership on both campuses made the decision to invest in the residence hall's infrastructure while also aiming to provide tangible and useful benefits to the student residents. Additional goals of each project included increasing energy efficiency, providing thermal comfort for occupants, increasing accessibility to the buildings, and making the residence halls fit student expectations for a 21st-century residence hall.

At Maine Maritime, the project received coveted legislative state funding. Still, rising construction costs, a remote site, and a long list of project goals led to difficult decision-making. With no alternative campus housing, a phasing plan that rotated students through triples during different phases of work required a transparent, consistent messaging process to keep students up to date on the work. Setting priorities early, getting the right people in the room for decision making, and maintaining a direct and open line of communication with the student body was paramount to setting expectations for success and minimizing frustration.

At UMF, the residence halls were on a list of deferred maintenance projects and were waiting to move to the top of the funding list. Even so, the timing of the project coincided with a post-Covid drop in enrollment – providing an opportunity to close the halls for a year with minimal impact and bringing into question the relative merits of the investments. By deciding to move ahead with the renovations, the campus gambled on the return on investment. The first hall re-opened for the 2024 school year. In this session, we will discuss and compare the decision-making process at each campus, the tradeoffs considered – both financial and perception, the strategies for setting priorities early to guide through difficult decision-making, and the value of strategic decision-making that is mindful of all user groups.

#### Track 1: PFAS: What It Is & How It Affects Custodial Teams

PFAS is continuing to become more of an issue but what does it mean for your facility? We will talk about what PFAS is, the products and materials it is found in, how that affects custodial teams, upcoming laws that may affect your state, and discuss potential options, alternative products and mitigation strategies. Get ahead of PFAS and how it relates to the health and safety of your facility, facility occupants, and custodial teams.

#### Track 2: Emergency Preparedness and Disaster Response

Attendees of the course will increase their knowledge and ability to prepare for, respond to, and recover from property disasters such as water, fire, and mold damage. Individuals responsible for managing facility teams, multiple buildings, and the wellbeing of campus assets should participate in this session.

#### Track 4: The Maine Center – An Interdisciplinary Hub that is Propelling Maine's Innovation Economy

Graduate and professional degree programs are increasingly interdisciplinary, delivered in a hybrid or remote format, and challenged to prove their value to students and surrounding communities. The Maine Center is the University of Maine System's graduate education and innovation hub, located in Portland's vibrant Old Port but with statewide reach and impact. The Maine Center will foster interdisciplinary collaboration across law, business, policy, engineering and computing that is responsive to today's professional workforce and the state's economy. The Maine Center's spaces and programs will support executive education and professional development, promote innovation and entrepreneurship and serve as a center of convening and knowledge sharing.

Harriman and Goody Clancy were selected to program and design a comprehensive renovation project that will integrate two adjacent office buildings to become the expanded home of the Maine Center. The ambitious project will provide flexible spaces for the Graduate School of Business, Maine Law and other professional degree programs to facilitate the cross-pollination of ideas, propel innovation, and encourage entrepreneurship. Distinct from a typical academic building, the building will house a mix of event space, conference and meeting rooms of various scales, collaborative work environments, flexible lounge spaces and small business support organizations in addition to specialized classrooms and offices. An intensive programming effort brought together dozens of internal and external stakeholders to craft a dynamic, shared vision for this innovative new center. The design process, still underway, aspires to create spaces that are adaptable, collaborative and inspiring. In this panel presentation, representatives from The Maine Center, Harriman, and Goody Clancy will discuss the opportunities and challenges associated with shaping this exciting and complex project.

#### **Session 3**

#### Track 1: A Panel Discussion on Custodial Staffing Models

Research has shown that campus maintenance and cleanliness are among the top reasons why students choose to attend and stay at any campus. In today's labor market filling custodial positions can be a challenge, which is why we want to explore the pros and cons of three different models of staffing including 100% in-house, 100% outsourced, and a blend of both. Our panel of campus managers and

service providers will share their experiences, offer lessons learned and answer frequently asked questions to help you sort out what model is best for your organization.

#### Track 2: Aging Campus Electrical Infrastructure: Condition Assessments, Testing and Maintenance

Aging electrical infrastructure on university campuses presents challenges to safety, reliability, energy efficiency, and alignment with de-carbonization goals. As campuses aim to reduce their carbon footprints, transitioning from fossil fuels to electrified systems powered by renewable energy is essential. However, legacy electrical systems are often not equipped to handle the increased loads associated with electrification, such as those from electric heating, electric vehicle charging, and renewable energy integration. Effective management of this transition requires comprehensive condition assessments, rigorous testing, and strategic maintenance practices to ensure that electrical systems can support decarbonization efforts. This presentation discusses the best practices for assessing and maintaining aging campus electrical infrastructure, focusing on enhancing system resilience, supporting campus sustainability goals, and facilitating a shift toward cleaner, electrified energy solutions.

#### **Track 3: UVM Electric Vehicle Charging Stations**

Vermont mandates all passenger vehicles to be ZEV's by 2035 and as such University of Vermont has set goals to prepare the required infrastructure to charge those vehicles. As UVM builds or replaces parking lots, 20% of the spaces are to be set up as EV capable. Through this presentation, we'll cover a variety of topics relating to our EV rollout in relation to model selections, design considerations, utility coordination, station operation, initial and ongoing costs, regulatory requirements, state and federal rebates and more.

#### Track 4: Tennis/Pickleball Court Design and Maintenance Fundamentals

When renovating or constructing tennis/pickleball courts, it is important to understand the various alternatives regarding new construction, repair, renovation, and/or replacement strategies, and the numerous material options. This presentation will discuss tennis/pickleball court layout, orientation, fencing, drainage and surfacing materials options, as well as asphalt vs. post-tension concrete construction methods.

#### **Session 4**

#### Track 1: A Sustainable Field Build

For any high-performance open space such as an athletic field, park, or campus to be truly sustainable, it must address the three pillars of social sustainability, fiscal sustainability, and environmental sustainability. A public space can address the social sustainability benchmark by being "fit for purpose" and providing the social and aesthetic benefits that such spaces normally provide. Fiscal sustainability is critical to being truly sustainable. If the site, by design and policy, can be maintained at such a level that it remains "fit for purpose," it can fulfill its function indefinitely. Of course, when you mention sustainability, all minds shift to the environmental impact of any green space. All three aspects, environmental aspect, fiscal impact, and social expectations are influenced and codependent upon each other. A poorly designed athletic field that requires heavy input to maintain it at the desired level will negatively impact on the organization's

fiscal situation. Likewise, a field that cannot be properly maintained will save money but will not meet the community's expectations.

Proper thought and planning at the initial stages can establish standards and benchmarks that space strives to achieve. Considering the desired usage, the available maintenance capacity, the ongoing budgets, and the community expectations can help inform the design and construction of the green space. Once the characteristics are defined, choices and trade-offs can be made. Building a green space that far exceeds your ability and budget to maintain it is as unsustainable as building a field that fails to meet your expectations in the first place. Proper planning and examinations provide the pathway to project success. Once the process moves beyond the concept, crafting specifications that can guide your project and create clarity and accountability is key. Second to this is selecting a qualified and experienced contractor that can execute those specifications. Thirdly, there is a well-drafted Quality Assurance plan that provides clarity and guidance for the contractor and assures the project owner with assurances that the hidden elements of a building are checked, monitored, and verified. These Quality Control checks are frequently overlooked in the industry or are viewed as unnecessary; however, they provide both comfort and protection for the contractors, the suppliers, and the project owner. You have one chance to do things on time, on budget, and with quality.

With a field or park that's constructed with the right materials, using the proper methods, and evaluated throughout the process, the result is a field that starts its life as a more sustainable asset. It will be able to meet the projected physical demands while requiring less input over time. The maintenance plan, which was investigated early in the process, can be supported by fewer but more effective products and procedures. Higher quality, more drought and disease-resistant grasses can be selected and maintained. Water and nutrients can be used in a measured and cost-effective manner. Equipment, budgets, and manpower can maximize its efficiency because everything is working holistically. The result is community satisfaction with a green space that can provide years of beauty and enjoyment.

#### Track 2: Maintaining MEP Systems - What You Need to Know

This presentation explores the critical importance of periodic assessments for Mechanical, Electrical, and Plumbing (MEP) systems to ensure optimal performance, energy efficiency, and safety. Emphasizing the need for proactive repair and maintenance of existing MEP systems, we will discuss best practices for identifying inefficiencies, preventing costly failures, and extending system longevity. The session will also highlight key recommendations for aligning MEP infrastructure with net-zero sustainability goals, focusing on energy-saving technologies, system retrofitting, and adopting environmentally conscious practices. Attendees will gain insight into how strategic assessments and thoughtful upgrades contribute to reducing carbon footprints and achieving long-term operational efficiency.

#### Track 4: UVM Horticultural Farm's Dam Decommissioning and Floodplain Restoration

On Halloween of 2019, Vermont experienced a large rainstorm event which caused debris to clog the undersized outflow of the UVM Horticultural Farm's earthen dam. The clog activated and unarmored spillway the scour eroded the earthen wall and caused catastrophic failure of the dam. This presentation will cover the project process from design to construction, including the impacts to the farm's operation, design considerations, regulatory compliance, environmental benefits, construction and budgetary considerations.

#### **Session 5**

#### Track 1: Mold awareness and mitigation

This course is authorized by the IICRC and Indoor Air Quality Associations.

#### Track 2: Analytics in Action: Sustainable Outcomes through HVAC Workshops

In this presentation, we will explore how advanced analytics platforms are revolutionizing HVAC system performance in facilities. By leveraging the vast amounts of data generated by building management systems, facilities can proactively manage maintenance, enhance occupant comfort, and optimize energy use. Through collaborative workshops, critical data-driven insights are brought to light, ensuring continuous system improvements. Attendees will gain a comprehensive understanding of how these strategies can be applied to their own facilities.

#### Track 3: Long-Term Solutions: A Case Study in Lowering Campus Emissions with Biofuels

The University of Massachusetts Amherst has been working on a multi-phased strategy to lower campus emissions and conducted an analysis to determine the best long-term solution. Competitive Energy Services and UMass Amherst will share UMass' journey with liquid biofuel and planning for a Renewable Diesel trial. Attendees will learn about the UMass planning process, biomass/liquid bio-fuel markets, Hydro Treated Vegetable Oil (HVO), state air emissions permitting, life cycle emissions, US Department of Energy Renewable Identification Numbers (RINs) market, and how HVO can serve as a bridge fuel as campuses decarbonize and electrify while being fiscally responsible stewards to their institutions.

#### Track 4: The Art of Implementing Common Sense Strategies for Low Carbon Capital Projects on a Budget

Successful capital projects must meet a multitude of sometimes competing demands for excellence, including programmatic, cost, and climate responsiveness demands. An integrative mindset can replace an additive viewpoint to achieve multiple aspirations within tight budgets. This session will use the UMass Amherst Computer Science Laboratories as a case study for sharing an approach that is yielding successful outcomes on multiple fronts with strategies that apply to renovations, additions, and new construction. This project began with excellent institutional and consultant alignment around creating a highperformance building for effective learning and research within a public university budget. Initially, the design contemplated a ground source well field. Through project and university study, a district-wide heat pump plant serving multiple buildings replaced the one-building approach. This building will be served by that plant while utilizing low-temperature hot water and high-temperature chilled water supplying a combination of chilled beams and radiant floors and ceilings. Extensive and continuous energy and daylight modeling informed design decisions. Passive design including building envelope and windowwall ratios was key to success. Dynamic electrochromic glazing was carefully compared to solar shading to evaluate glare control and reduce peak loading and mechanical system size. The building structure will be approximately 85% mass timber, with just 15% being composite steel and concrete, radically reducing the total embodied carbon.

Tours Included: University of Vermont Hazardous Waste Storage Facility and University of Vermont Main Campus Facilities.

#### 6/18/2025 - Bryant University

#### **Educational sessions included:**

### Session 1: Sustainability and Stormwater Management in the Design and Development of Athletic Facilities

Presenters: David Parente, Senior Project Manager, Bryant University, Joe Casali, Principal Engineer, Joe Casali Engineering, Mark Novak, Design Principal, Activitas Inc., and Bill Lavery.

Bryant University just completed the construction of an extensive 19-acre Athletic Field complex that includes a new Field Hockey Field, a new Rugby/Recreational Field, a new track and field throwing complex, turf replacements of football/baseball fields, and other site amenities including roadways, parking, and lighting. The presentation will review the regulatory and permitting process, approaches for stormwater management, product selections, and water conservation.

#### Session #2: GIS Solutions for Utilities & Facilities Management; Mapping the Campus

Presenters: Presented by: Thomas Mann, Assistant Vice President for Planning, Design, & Construction, Bryant University, Stefan Bengtson, Scientist, Fuss & O'Neill, and Katherine McCombs, Civil Engineer, Fuss & O'Neill.

See how Geographic Information System (GIS) is used for managing and documenting campus-wide utility assets including the electrical, water, gas, and sewer systems. Explore how Bryant converted Georeferenced CAD files into a system of ESRI GIS solutions that can be deployed by facilities staff, students and visitors through various applications and web experiences.

#### Session #3: AI Impacts and Uses in the FM World

Presenter: Sean Sweeny, Senior Vice President, CHA Consulting, Inc.

Join us for an enlightening session on the transformative power of Artificial Intelligence (AI) in facility management! Discover how AI is reshaping the landscape of procurement, predictive maintenance, operation & maintenance, and key performance indicators (KPIs) to build and manage our facilities. Key Topics:

- o Al in Procurement:
  - o Explore how Al-driven tools can analyze and inform equipment and material specifications
  - Learn how AI can review product performance to enhance decision-making.
- Predictive Maintenance:

- Understand how AI algorithms can predict equipment failures before they occur, reducing downtime and maintenance costs
- Discover real-world applications of AI in monitoring and analyzing equipment health to ensure seamless operations
- Operation & Maintenance:
  - o Create "Data Lake" of Operation & Maintenance Manuals for quick retrieval & reference
  - Analyze performance using large data models and AI
- KPIs for Facility Management:
  - Dive into how AI can track and analyze KPIs to provide actionable insights for improving facility performance.
  - See how AI can help in setting benchmarks and achieving operational excellence.

Tours included: Bryant University Field House and Athletic Field Complex, Puisheys Residence Complex, and a special Roundtable Discussion on the Bryant Business Entrepreneurship Leadership Center (BELC).

#### **Upcoming Chapter Events**

October 2025 – Trinity College – Hartford, CT Spring 2026 – Clark University – Worcester, MA

September 20-23, 2026 – ERAPPA 2026 – Providence, RI

#### **Photos:**

We are fortunate to have a relationship with John Cannon who is retired from the College of the Holy Cross and is a professional architectural photographer. He attends our meetings and captures moments like these from the past year:





#### 4. Membership

We continue to reach out to our constituency in an effort to provide educational programs that are relevant to our everyday professional responsibilities. Our attendance has risen over this year to prepandemic numbers. We continue to see a shift of more educational members attending and ratios at meetings have been close to 50% EDU to 50% business partner.

#### 5. Scholarships and Awards

The Joseph D. Rubertone Scholarship Program offers up to four (4) \$2,000 scholarships each year to the SNEAPPA membership to promote continuing education. This year we did not have any applications for our scholarships; however, we are developing a strategy to garner more interest next year.

#### 6. Finances and Dues

We do not charge an annual fee for membership which keeps participation inexpensive and easy. Additionally, we keep our registration fees low (typically under \$125/person) to help keep our educational offerings affordable to our members. This cost model allows multiple staff from a single institution to attend our meetings while still allowing us to sustain our chapter financially. We also continue our business partner sponsorship program. This program allows our business partners to connect in additional ways with our educational partners. We added this sponsorship program in order to keep meetings affordable while continuing to support our robust scholarship program and other important educational opportunities for our members. This year we are revamping our sponsorship program to offer additional distinction between sponsorship levels and raising the cost for our Main Program Sponsor to \$1500.

#### 7. Business Partner Relationships

Business Partners are welcome at all Chapter Meetings, and we have had a Business Partner liaison participate in our Board meetings for several years and in 2023 a business partner position description was incorporated into our bylaws. This position is elected by the board even years.

As mentioned above we also have a successful meeting sponsorship program. The sponsorship opportunities are:

Main Conference Sponsor: \$1200

Breakfast Sponsor: \$600

Lunch Sponsor: \$600

Registration Area Sponsor: \$600

Campus Tour Sponsor: \$300